

BOARD OF WATER COMMISSIONERS REGULAR MEETING

Thursday, June 12, 2014

There was a regular meeting of the Board of Water Commissioners held in the department administration offices, 605 West Queen Street, Southington, Connecticut on Thursday June 12, 2014. A recording of this meeting can be found on file tapes #624 and #625.

1. CALL TO ORDER The meeting was called to order at 6:00 P.M. by President Robert Berkmoes.

Present: President Robert Berkmoes, Vice President Michael Domian, Secretary/Treasurer Thomas Murphy, Commissioners Angelina Santa Maria and Erik Semmel, Superintendent Frederick Rogers, Assistant Superintendent William Casarella and stenographer Janice Eisenhauer.

2. Approval of minutes of May 8, 2014 Board meeting. Commissioner Domian made a motion to approve the minutes of the May 8, 2014 meeting as presented. His motion was seconded by Commissioner Murphy. The motion passed on a voice vote.

3. Communications

a.) Communications from the Public

None

b.) Communications from Administration

Superintendent Rogers reported on the national conference of the NWWA that he recently attended in Boston. He found the information presented there excellent. He thanked the Board for this opportunity and promises much to share with the water department and the Board.

c.) Communications from Board Members

None

4. New Business

a.) Crystal Bowl, 240 Spring Street, new 4" domestic service, re-use existing 6" fire line, Resource Business Management

Assistant Superintendent Casarella presented the site plan. The hydrant and fire protection plans are identified and have been reviewed by the Fire Department. Commissioner Domian made a motion to approve Crystal Bowl at 240 Spring Street as requested. The motion was seconded by Commissioner Murphy. The motion passed on a voice vote, without dissent.

b.) Supreme Industries, 49 Depaolo Drive, proposed 8” water main extension down West Queen St, up Depaolo Dr. Private 8” main with 3 domestic services.

Assistant Superintendent Casarella presented the site plan. Hydrant placing is identified and has been approved by the Fire Department. Casarella reported that staff had closely scrutinized the plans, to be certain that it satisfied all department rules and regulations. Commissioner Murphy had some questions and they were answered by Mark Vigneault of Supreme Industries, Inc., who was present. There is a utilities easement involved, a right of way area to Lake Compounce, and a bond held by the water department to be applied to the expense of extension of this water main to be considered. Superintendent Rogers recommends that the bond be released to the developer. Following an interactive discussion, Commissioner Semmel made a motion to approve the 49 Depaolo Drive project, as here proposed, with an up-sized 12” water main, and that the bond being held in the amount of \$9833 (plus any updated interest) be released to the developer. Commissioner Santa Maria seconded the motion and the motion passed on a voice vote, none dissenting.

5. Financial Matters

a.) Review of Water Billings & Outstanding Jobbing Bills and Approval of Invoices

After Board review, Commissioner Santa Maria made a motion to approve the invoices listed for payment. Her motion was seconded by Commissioner Domian. The motion passed on a voice vote.

b.) Water Service Line Protection Plan

Status is static. There are no new claims.

c.) Review of Financial Statements

Financial statements are available for review. Questions were answered by staff. Superintendent Rogers reminded the Board that the financial statements and aligned information is available to them at any time for perusal.

6. Committee Reports

a.) Executive Committee

No report

b.) Infrastructure Committee

Superintendent Rogers has had notification from DPH that the application for the DWSRF program to fund expenses for selected engineering services has been approved. Final acceptance by the water department is pending legal review. Rogers recognized the expertise and cooperation of Tighe & Bond in helping to secure this funding.

Assistant Superintendent Casarella reported on the emergency and complicated West Center toward South Center St. job, necessitated by a leak and recently completed. A pictorial review of the work being done in real time was shared with the Board on the overhead. The archived pictures will serve to demonstrate quality control during the work, and document the strict adherence to pertinent regulations. Casarella applauded department staff and outside contractors for the resulting timely success of the project, with virtually no loss of water service to customers in the area.

Superintendent Rogers reported, in depth, on some other projects in process.

c.) Policy and Procedures Committee

Chairman Santa Maria plans to schedule a meeting soon.

7. Old Business

a.) Reservoir #3 Dredging

Superintendent Rogers reported on the ongoing collaboration with DEEP. The state is happy with the present plan to drain the reservoir in the fall, preserving aquatic and fish life, while evaluating the existing underwater topography. This maneuver, of temporary diversion, is considered general maintenance by the DEEP.

b.) Succession Planning

Staff has conducted 10 interviews for the available Maintainer I position and has arrived at a favored candidate. Superintendent Rogers presented the application for review by the Board. Consensus was positive. Commissioner Murphy made a motion to authorize Superintendent Rogers to move forward in the hiring process with the preferred candidate for the Maintainer I position. The motion was seconded by Commissioner Semmel and passed on a voice vote.

President Berkmoes called a brief recess at 6:50 PM. The meeting was reconvened by President Berkmoes at 6:53 P. M.

c.) 2014-2015 Budget

Office supervisor, Ann Anop appeared for the budget discussions.

There were no questions from the Board regarding the draft general budget figures. Attention was turned to the Capital Projects aspect of the proposed budget. Superintendent Rogers reviewed, in detail, the Large Capital items line by line and answered any questions from the commissioners. Following a line-by-line review of the Small Capital Projects listed, a thorough review of debt service issues was undertaken. Ultimately, Commissioner Santa Maria made a motion to accept the proposed budget for the fiscal year 2014-15, as presented. Her motion was seconded by Commissioner Domian. It passed unanimously on a voice vote.

d.) Water Mains RFP

Superintendent Rogers presents the RFP results for the South Center St water main project. LaRosa Construction Co is the lowest responsible bidder at \$207,050. Commissioner Santa Maria made a motion to award the contract to the LaRosa Construction Co in the amount \$207,050. Commissioner Murphy seconded her motion and it passed on a voice vote.

e.) Patton Brook (New Britain) Well Lease

After a short discussion, Commissioner Murphy made a motion not to renew the lease with New Britain on the Patton Brook well. His motion was seconded by Commissioner Semmel. It passed on a voice vote without dissent.

8. Executive Session Anticipated for Personnel and Negotiation Matters.

Commissioner Murphy made a motion to adjourn to Executive Session at 7:45 P.M. barring the public and the press, but including Superintendent Rogers, and Assistant Superintendent Casarella. The motion was seconded by Commissioner Domian. It passed unanimously on a voice vote.

The Board reconvened back into regular session at 7:57 pm. Commissioner Domian made a motion to add-non-union employee raises to the agenda under new business. Commissioner Semmel seconded the motion and it passed unanimously.

Commissioner Domian made a motion to give the Office Supervisor a 3% salary increase. Commissioner Semmel seconded the motion and it passed unanimously.

Commissioner Domian made a motion to give the Assistant Superintendent a 2% salary increase. Commissioner Semmel seconded the motion and it passed unanimously.

Commissioner Domian made a motion to give the Superintendent a 2% salary increase. Commissioner Semmel seconded the motion and it passed unanimously.

Adjournment

Commissioner Domian made a motion to adjourn the meeting. Commissioner Semmel seconded the motion and it passed unanimously.

The meeting adjourned at 8:02 P.M.

Attest: _____
Thomas J. Murphy, Secretary & Treasurer

