

**BOARD OF WATER COMMISSIONERS REGULAR MEETING
SEPTEMBER 10, 2015**

There was a regular meeting of the Board of Water Commissioners held at the department administrative offices, 605 West Queen Street, Southington, Connecticut, on Thursday, September 10, 2015. A recording of this meeting can be found on tape # 640.

1) **CALL TO ORDER:** The meeting was called to order at 6:00 pm by President Robert Berkmoes. A quorum was determined by the President.

PRESENT: President Robert Berkmoes, Vice President Michael Domian, Secretary/Treasurer Thomas Murphy, Commissioner Erik Semmel, Commissioner Angelina Santa Maria, Superintendent Frederick Rogers, Assistant Superintendent William Casarella, and Recording Secretary Maria Nason.

ABSENT: Commissioner Gregory Klimaszewski

2) **APPROVAL OF MINUTES FOR JUNE 11, 2015 BOARD MEETING:** Commissioner Domian made a motion to accept the minutes as presented. His motion was seconded by Commissioner Semmel and was passed by a voice vote.

3) **COMMUNICATIONS:**

a.) Communication from the Public: Mr. Larry DePaolo of 106 Blatchley Avenue, Southington CT, addressed the Board to discuss a letter he received from the Department requesting he schedule an appointment to have his backflow prevention device tested which is part of his irrigation plumbing. Mr. DePaolo felt the \$68.00 charge for the test was unreasonable since those customers who have irrigation systems already pay larger than average water bills due to irrigation. Superintendent Rogers addressed his concern and stated the fee in the letter was for commercial buildings and the residential fee is \$45.00. He also explained that residents may use a certified tester and have their test results forwarded to the Department.

Mr. DePaolo also expressed concern about residents who use hoses and do not have backflow devices. He suggested the Water Commission look into an ordinance, along with the Town Council, requiring all houses to install vacuum breakers on hose bibs.

Mr. DePaolo also asked how the Department will be tracking those residents with irrigation systems. President Berkmoes explained the Department will be working with the town building department and will be sending letters to residents requesting they inform the Department if they have an irrigation system. Superintendent Rogers explained that it is the responsibility of homeowners to report and test their backflow devices. Meetings to further discuss this issue will be scheduled.

b.) Communication from Administration: Superintendent Rogers reported that a new vandal resistant drinking fountain was installed off High Street for use by residents using the rails to trails. The new fountain was installed after Town Manager Garry Brumback requested the Department consider

repairing the existing fountain. The fountain cost was approximately \$4,000.00. Superintendent Rogers also reported the emergency blue light structure located next to the new drinking fountain has been removed which was also at the request of the Town.

c.) **Communication from Board Members:** Commissioner Santa Maria addressed the Board. She communicated that she was recently married and will be residing in Wolcott with her new husband. She has called Southington her home for the past seventeen years and has been active with her children in school, has been a cheerleader mom, a dance mom, has volunteered for numerous organizations, has been a Board Member for Bread for Life, a chamber member, a CCD teacher, and a small business owner, but feels that her highest honor is serving as an elected official on the Southington Board of Water Commissioner, as well as, being the longest woman serving on the Board. She wanted to thank the members of the Board, stating that all are dedicated public servants who are the backbone of one of Southington's greatest assets and do tireless work most often unnoticed by many. She will miss everyone. President Berkmoes along with other members of the Board expressed their gratitude to Commissioner Santa Maria, thanked her for her service and congratulated her on her marriage.

4) **NEW BUSINESS:**

a.) **49 Beecher Street – Proposed 22 Multi-Unit Development**

Assistant Superintendent Casarella presented and explained the proposed plans for a new 22 multi-unit development to be located on Beecher/Water Street. Applicant: Beecher Street Associates, LLC. Commissioner Santa Maria made the motion to accept the proposal with the understanding if there is a conflict between the water line and sewer line that the Water Department specifications will dictate line placement and the cost of any change will be the responsibility of the property owner. Commissioner Semmel seconded the motion and it passed unanimously on a voice vote.

b.) **39 DePaolo Drive – Proposed Extension of Existing 2” Domestic and 6” Fire Line**

Assistant Superintendent Casarella presented and explained the proposed plans to extend an existing 2” water line and 6” fire line to 39 DePaolo Drive owned by PB Realty, LLC. Commissioner Santa Maria made the motion to accept the proposal. Commissioner Domian seconded the motion and it passed unanimously on a voice vote.

c.) **64 Triano Drive – Revision of Board Approved Plan to reduce the size of a private main from 12” to 8”.**

Assistant Superintendent Casarella presented and explained the proposed plans to revise a Board approved plan to reduce the size of a private main from 12” to 8” and to shorten the length of the private main for property owned by HQ Dumpsters and Recycling, LLC. Commissioner Santa Maria made the motion to accept the proposal. Commissioner Semmel seconded the motion and it passed unanimously on a voice vote.

d.) **Budget Software Review**

Maria Nason, Acting Office Supervisor, discussed with the Board that Superintendent Rogers and she are currently researching budgeting software in order to move away from excel based budgeting.

e.) **Geographical Information System (GIS)**

After much consideration, Superintendent Rogers suggested that the Department's current GIS provider, be replaced by Tighe and Bond. As the Department moves forward in working more closely with the Town of Southington in regards to C.B.Y.D. and mapping, Superintendent Rogers believes Tighe and Bond would be the best provider choice. Commissioner Semmel made a motion to accept transferring service of the Department's geographical information system from the current service provider to Tighe and Bond. The motion was seconded by Commissioner Murphy and passed unanimously on a voice vote.

f.) **New Motion-Offer of Employment:**

Superintendent Rogers made a recommendation to the Board to offer Maria Nason the position of Office Supervisor (OS) at a starting annual salary of \$58,240. Maria has been the acting OS for four months and has demonstrated her ability, dedication and leadership during this transitional time. Commissioner Santa Maria made the motion to approve the Superintendent's recommendation. Commissioner Semmel seconded the motion and it passed unanimously on a voice vote. The Board recognized and thanked Maria for all her hard work.

5.) FINANCIAL MATTERS:

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

Superintendent Rogers will follow up with Carpenter Realty regarding their past jobbing balance.

Commissioner Santa Maria questioned jobbing charges for Showcase Services and how a business can be operating without water. The Department will confirm the water service is still off and will contact the Health Department.

There was discussion regarding an outstanding balance due from AES, Inc. Assistant Superintendent Casarella explained the charges stem from an incident on Center Street during the disconnect of water main which fed one of the currently demolished Ideal Forge buildings. Due to the fact that part of the disconnect failure was due to a water valve not holding, a discussion took place as to whether the invoice should be forgiven. Commissioner Domian made a motion to forgive the AES Inc invoice in the amount of \$488.02. The motion was seconded by Commissioner Murphy and passed unanimously on a voice vote.

Commissioner Santa Maria made a motion to accept the listed invoices for payment as presented. The motion was seconded by Commissioner Domian and passed unanimously on a voice vote.

Water Service Line Protection Plan:

Commissioner Santa Maria asked how the Department is marketing the line protection plan. Acting Office Supervisor Maria Nason explained that twice a year, residents receive a brochure with their bills and there is a direct correlation between new applications and the inserts. Brochures are also sent to new homeowners when the Department is notified of a real estate closing. Commissioner Santa Maria also asked about commercial line protection claims. To date, the Department has had only one claim from The Manor Inn Restaurant. New commercial line protection applications have tapered off.

b.) Review of Financial Statements:

Commissioner Murphy reviewed the bond interest details. In the future, he is asking the Board to consider the interest rates on the bonds and perhaps use recurring 10 year bonds for infrastructure improvements when DWSRF loans may not be available when the interest for a 10 year bond is less than the interest for a 15 or 20 year bond.

6. COMMITTEE REPORTS:

a.) Executive Committee:

No report.

b.) Infrastructure Committee:

Superintendent Rogers reported that the design for Well 7A is complete and is at DPH for final review and should be approved by October or early November.

Superintendent Rogers is still in negotiations DPH for the location of Well 2A by and hopes have an agreement reached by October. This will allow the design to go forward.

Superintendent Rogers and Assistant Superintendent Casarella met with Don Iannicelli from Woodard and Curran regarding the dredging of Reservoir #1. Reports have been sent to DEP/Army Corp of Engineers. We are ready to move forward but have some work to do to get ready for material removal. Hourly prices for material removal have been received and the goal is to start removing material this fall.

Assistant Superintendent Casarella managed the roof replacement project at the Treatment Plant. The replacement is complete and came in significantly under budget at \$63,015.72.

Superintendent Rogers reported that the water main projects on School Street and Burritt Street are complete. He is currently waiting on invoices in order to compile the complete job cost.

The hydraulic model for an emergency interconnection with Regional Water Authority is complete. The connection will allow for up to 1,000,000 gallons of water per day by gravity, and will be completed by summer 2016.

Superintendent Rogers addressed the Board regarding the East Side Pressure Zone Project. The Department has 120 days to award the bid. State Representative David Zoni met with representatives from the Office of Policy and Management and believes the East Side Pressure Zone Project qualifies for DWSRF funding. Superintendent Rogers stated that Representative Zoni has been very helpful and supportive in the matter. Commissioner Murphy expressed concerned since the bid must be awarded by mid-October. Superintendent Rogers explained that although the State of Connecticut Department of Public Health (DPH) wants the Department to sign now, we are waiting to see if we qualify for a possible subsidy.

Superintendent Rogers reported that the Environmental Land Use Restriction Permit (ELUR) is moving forward regarding Well 1A. The DPH has informed the Department that reporting requirements are in place and an annual inspection needs to be done by a professional engineer. We are working towards getting the environmental controls into place in order to protect the property and reduce liability of the Department.

Assistant Superintendent Casarella reported on the water main projects. The Mulberry Street project is priority and the installation of the new water main has been completed. A few residential services still need to be tied in after the final pressure testing and chlorination. Once this is completed, the contractor will begin hydrant work, loaming and permanent paving. Assistant Superintendent Casarella said Clark Street and Rt.322 water mains have been installed and are waiting for pressure testing, chlorination and service tie-ins. Ludlow Construction installed a temporary water main on Beecher St. and will start connecting temporary services before the installation of the new main.

Superintendent Rogers spoke to the Board about the main replacement on Prospect Street. Because the Town of Southington was not able to finish their design and construction of the road alignment we did not include Prospect St. with the other water main projects that were awarded to Ludlow Construction. Superintendent Rogers would like to award a portion of the project from West St. to Summit St. to Ludlow this year if Ludlow will hold their prices. We would then go out to bid for the balance of the project or have a local contractor finish the work. He believes that Ludlow could probably finish the job within one month. The water main is a 4" main installed in 1899 and needs to be replaced.

Commissioner Murphy asked if the Department was going to proceed with plans to connect the water main on Curtiss Street. Superintendent Rogers replied that the Curtiss Street main connection will be considered, once the costs for the Well 7A project and the Prospect Street job are finalized. The costs for Well 7A have been higher than originally anticipated and this project was also included in the bonding.

c. Policy and Procedures Committee:

No report.

7. OLD BUSINESS:

a. Succession Planning:

Superintendent Rogers and Assistant Superintendent Casarella addressed the Board about the operational needs of the Department. Due to the increased construction projects and the eligibility of at least five employees for retirement, they are seeking to add an additional Chief Maintainer and Maintainer II – Inspector job. Commissioner Murphy questioned the hiring of additional people. Superintendent Rogers stated no additional people would need to be hired and they expect to fill these positions with current staff. The hiring of seasonal employees has been helpful in maintaining sufficient staffing levels. Commissioner Domian felt it is best to be proactive and Commissioner Semmel felt this would be the most cost effective way to ensure we have trained staff. A motion was made by Commissioner

Murphy to create a third Chief Maintainer position. This motion was seconded by Commissioner Santa Maria and the motion was passed unanimously by a voice vote. A motion was made by Commissioner Murphy to create a third Maintainer II-Inspector position. This motion was seconded by Commissioner Santa Maria and the motion was passed unanimously by a voice vote.

EXECUTIVE SESSION ANTICIPATED FOR PERSONNEL AND NEGOTATION

MATTERS: Commissioner Domian made a motion for adjournment into Executive Session, barring the public and the press to include Superintendent Rogers and Assistant Superintendent Casarella. The motion was seconded by Commissioner Semmel and passed on a voice vote at 7:25 p.m.

The board reconvened back into regular session at 8:03 p.m.

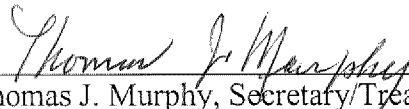
Commissioner Santa Maria and the motion to add the Offer of Employment for the position of Office Supervisor to the agenda under New Business, item F.. Commissioner Domian seconded the motion and it passed on voice vote.

ADJOURNMENT:

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

The meeting was adjourned at 8:04 p.m.

Attest:



Thomas J. Murphy, Secretary/Treasurer