

BOARD OF WATER COMMISSIONERS REGULAR MEETING
Thursday, December 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, December 10, 2015. A recording of this meeting can be found on file tapes # 643.

1) CALL TO ORDER: The meeting was called to order at 6:41 pm by President Michael Domian. A quorum was determined by the President.

PRESENT: President Michael Domian, Vice-President Thomas Murphy, Secretary/Treasurer Gregory Klimaszewski, Commissioner Erika Pocock, Superintendent Frederick Rogers, Assistant Superintendent William Casarella, Office Supervisor and Recording Secretary, Maria Nason.

ABSENT: Commissioner Robert Berkmoes.

2) APPROVAL OF MINUTES FOR NOVEMBER 12, 2015 BOARD MEETING:

Commissioner Klimaszewski made a motion to accept the minutes as presented. His motion was seconded by Commissioner Murphy and was passed by a voice vote.

3) COMMUNICATIONS:

a.) Communications from the Public

There was no communication from the public.

b.) Communications from Administration

Superintendent Rogers received a letter from Town Manager Garry Brumback that the vacant democratic seat on the Board has been filled and a new board member will be welcomed next meeting after he is sworn in by the Town Clerk.

Superintendent Rogers invited the Commissioners to the Department Christmas party on December 24th beginning at noon.

Board Officers were presented with a request to change signatures for the Farmington Bank operating and money market accounts. The change forms were presented and signed.

c.) Communications from Board Members:

There was no communications from Board Members.

4) NEW BUSINESS:

a.) Hold Harmless Agreement – 194 Deerbrooke Circle

The Board discussed at length the signing of a hold harmless agreement regarding a shed and basketball court on Water Department property. The Board directed Superintendent Rogers to reach out to the property owners to remove the basketball court within the next six months.

b.) Engineering Proposal – SWD/RWA Emergency Interconnection

Superintendent Rogers presented a proposal for \$43,000 from Tighe and Bond Engineers for professional services as it relates to the Regional Water Authority (RWA) interconnection. RWA and the Southington Water Department have agreed to split the costs of the engineering and installation of the interconnection. Commissioner Klimaszewski made a motion to approve payment of half the invoice, \$21,500, as proposed by Tighe and Bond Engineers for the RWA interconnection. Commissioner Murphy seconded the motion and it passed on a voice vote.

Superintendent Rogers discussed the placement of the vault and addressed concerns regarding confined space issues.

5) FINANCIAL MATTERS:

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

Commissioner Murphy questioned the increase of unpaid jobbing invoices over 90 days. Office Supervisor Maria Nason addressed his concerns and stated that collection calls have been made.

Commissioner Murphy also questioned the procedure of updating owners of properties that have been foreclosed. Office Supervisor Maria Nason will contact the Southington Town Assessor.

Commissioner Murphy made a motion to accept the water billings and outstanding jobbing bills and to approve for payment the invoices as presented. Commissioner Klimaszewski seconded his motion. The motion passed on a voice vote.

b.) Water Service Line Protection Plan:

There were no questions regarding the line protection plans at this time.

c.) Review of Financial Statements:

Superintendent Rogers reminded the Board that a principal bond payment is due in January.

6) COMMITTEE REPORTS:

a.) Executive Committee:

No report.

b.) Infrastructure Committee

Superintendent Rogers stated that water main projects are beginning to wrap up for the winter.

Superintendent Rogers reported he is working with the Department's Attorney and the Connecticut Office of the State Treasurer to execute an agreement for DWSRF funding for East Side Pressure Zone.

Superintendent Rogers reported that if the temperatures continue to stay moderate, it is possible the water main installation may begin down Smith Street. The construction easement on Chesterwood Terrace is currently being negotiated.

Superintendent Rogers updated the Board on Well 7A and Well 2A. The design for Well 7A is still in review at DPH. DPH has asked for the Department to look at an alternate well site location for Well 2A before approving the original site request.

Commissioner Klimaszewski asked if Clark Street will be permanently paved prior to the winter season. Assistant Superintendent Casarella stated that Ludlow Construction will be back in the spring to complete the permanent paving.

John McClellan of Tighe and Bond is working on the interconnection agreement. No payment will be made on invoicing until both parties are in agreement. Researching the type of vault that will be installed should be completed within 2-3 months. Commissioner Murphy inquired if our employees would be laying the pipe for the interconnection. Superintendent Rogers stated that it is very possible that we will lay the pipe for the interconnection along with a local contractor.

Superintendent Rogers stated that the dredging for Reservoir #1 will begin once the ground freezes, possibly January.

c.) **Policy and Procedures Committee:**

There was no report.

OLD BUSINESS:

a.) **Budgeting Software:**

Superintendent Rogers and Office Supervisor Maria Nason are currently investigating Budget Maestro as a potential software budgeting solution. Commissioner Klimaszewski suggested having a software professional assist with the evaluation.

EXECUTIVE SESSION ANTICIPATED FOR PERSONNEL AND NEGOTIATION MATTERS: Commissioner Klimaszewski made a motion for adjournment of Executive Session, barring the public and the press but to include Superintendent Rogers and Assistant Superintendent Casarella. The motion was seconded by Commissioner Murphy and passed on a voice vote at 7:25 p.m.

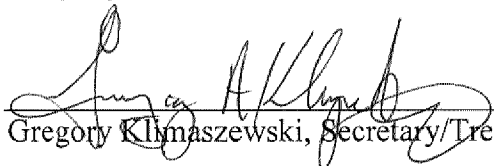
The board reconvened back into regular session at 7:59 p.m.

ADJOURNMENT:

Commissioner Klimaszewski made a motion to adjourn the meeting. Commissioner Pocock seconded the motion and it passed unanimously.

The meeting adjourned at 8:00 p.m.

Attest:



Gregory Klimaszewski, Secretary/Treasurer