

BOARD OF WATER COMMISSIONERS REGULAR MEETING

Thursday, November 10, 2016

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, November 10, 2016. A recording of this meeting can be found on tapes # 655.

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

PRESENT: President Mike Domian, Vice President Thomas Murphy, Secretary/Treasurer Gregory Klimaszewski, Commissioner Robert Berkmoes, Superintendent Frederick Rogers, Assistant Superintendent William Casarella, and Office Supervisor and Recording Secretary Maria Nason.

2.) APPROVAL OF MINUTES FOR OCTOBER 13, 2016 BOARD MEETING:

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

3.) COMMUNICATIONS:

a.) Communication from the Public:

None

b.) Communication from Administration:

Superintendent Rogers requested to add item 4e under New Business – Centage Invoice for Budget Maestro Software Support and Upgrades. Commissioner Klimaszewski made a motion to add item 4e under New Business. It was seconded by Commissioner Berkmoes and passed unanimously by voice vote.

c.) Communication from Board Members:

Commissioner Klimaszewski suggested that site plans that include one service line for approval is addressed administratively instead of before the Board. Superintendent Rogers agreed that individual services that meet our specifications can be approved at the administrative level. However, developments and water main extensions should continue being reviewed by the Board so that the Board has knowledge for all water main extensions. Superintendent Rogers will report all individual services that are approved administratively to the Board monthly at the board meeting.

4.) **NEW BUSINESS:**

a.) **2017 Water Board Meeting Schedule.**

Commissioner Murphy made a motion to approve the 2017 Water Board meeting schedule as presented. Commissioner Klimaszewski seconded the motion and it passed unanimously by a voice vote.

January 12 th	May 11 th	September 14 th
February 9 th	June 8 th	October 12 th
March 9 th	July 13 th	November 9 th
April 13 th	August 10 th	December 14 th

b.) **388 Pleasant Street (Calendar House) 4” DICL domestic service, 8” fire protection line, private fire hydrant; Owner: Town of Southington; Engineer: BL Companies**

Assistant Superintendent Casarella presented and explained plans for a 4” DICL domestic service, 8” fire protection line, and private fire hydrant which will service the property located at 388 Pleasant House, the Calendar House. Commissioner Berkmoes made a motion to accept the proposal as presented. Commissioner Murphy seconded the motion and it passed unanimously by voice vote.

c.) **168/176 Town Line Road, 1” domestic service, 6” fire protection line, private fire hydrant (all off of an existing private 8” stub onto the property); Owner: GR Engineering; Engineer: Harry E. Cole & Son.**

Assistant Superintendent Casarella presented and explained plans for a 1” domestic service, 6” fire protection line, and private fire hydrant for commercial property located at 168/176 Town Line Road. Commissioner Berkmoes made a motion to accept the proposal as presented. Commissioner Murphy seconded the motion and it was passed unanimously by voice vote.

d.) **Lacourse Pond Estates (off of Marion Avenue at Frost Street), 8 lot subdivision, 8” water main extension; Owner: Baccus, LLC; Engineer: OCC Group, Inc.**

Superintendent Rogers stated this project has been tabled.

e.) **Centage Invoice for Budget Maestro Software Support and Upgrades:**

Office Supervisor Nason presented an invoice for support and upgrades for Budget Maestro. The company offers two options for payment. One year at \$4399 or three years at \$3299 per year. The three year option would offer the Department a savings of \$3300 over the three year period. Commissioner Berkmoes made a motion to commit to the three year support and upgrade agreement to save the Department

\$3300. Commissioner Klimaszewski seconded the motion and it was passed unanimously on a voice vote.

5.) FINANCIAL MATTERS:

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

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

b.) Water Service Line Protection Plan:

No comments at this time.

c.) Review of Financial Statements:

Office Supervisor Nason informed the Board that Farmington Bank raised our interest rate for the Department's checking and money market accounts to .40%. President Domian commented about the increase in the October billings. The increase was due to increased consumption from the dry summer.

Commissioner Murphy suggested the Board consider a rainy day fund. Superintendent Rogers stated once we have completed the projects scheduled for this fiscal year we will re-evaluate our financial planning.

6.) COMMITTEE REPORTS:

a.) Executive Committee:

No report.

b.) Infrastructure Committee:

Superintendent Rogers stated the site work at the East Side Pressure Zone tank is moving along. Assistant Superintendent Casarella stated a pump from Regional Water Authority was borrowed which allowed the Department to fill the tank. Superintendent Rogers stated the staff stepped up to the challenge and Regional Water Authority was very helpful making this project successful. The tank was filled using fire hydrants and did not cause any disruption in servicing our customers.

Commissioner Berkmoes asked if the tank level needed to be reduced. Superintendent Rogers stated the tank level can be reduced to 4' to 5' over the winter. Assistant Superintendent Casarella stated the tank will sit for 24 hours to determine concrete absorption and the leakage allowance test of the bottom ring.

Superintendent Rogers stated the pump station was delivered today and will be dropping in on November 11th. Transition modeling scenarios have been discussed with John McClellan from Tighe and Bond and transitioning is expected to begin in the early spring of 2017. System expansion has also been discussed with the engineer.

Superintendent Rogers informed the Board that Well 7A is pumping approximately 1270 gallons per minute. Stabilization of the well happened quickly and the well performance appears to be very good. Superintendent Rogers stated this has been a “home-run” all around. Commissioner Murphy asked if the pump size had increased. Assistant Superintendent Casarella stated no, the pump size is the same but is not clogged with manganese. The Department had to do numerous samples before moving forward and the samples pulled have been clean.

Superintendent Rogers signed the agreement from DPH regarding Well2A. He can now begin moving forward with DWSRF funding and engineering services. The well design is expected to be done over the winter with bids in early spring.

Superintendent Rogers stated the dam inspections have been completed.

Commissioner Klimaszewski inquired about the RWA connection. Superintendent Rogers stated the design is 90% complete and should be online in Spring 2017.

c.) Policy and Procedures Committee:

Nothing to report.

7.) OLD BUSINESS:

a.) Land for Sale – Mill Street

Superintendent Rogers stated a tentative date for closing on this property has been agreed upon.

b.) Communications Monopole – Mill Street Tank Site:

Superintendent Rogers stated once the land on Mill Street has been purchased, the location of the pole will be determined, and then the project can move forward.

c.) **Well 9 – Operational Issues:**

Assistant Superintendent Casarella stated the generator is expected to be delivered this week. The concrete pad has been completed and the new motor installed. Pizzitola Electric is scheduled to do the electrical work and hopefully the generator will be installed at the same time. Well 9 was shut down for the motor installation and the Department did not experience any drop in water output.

d.) **Patton Brook Well**

Superintendent Rogers stated he is currently waiting on CT DPH approval.

EXECUTIVE SESSION ANTICIPATED FOR PERSONNEL AND NEGOTIATION

MATTERS: Commissioner Murphy made a motion for adjournment to Executive Session, barring the public and the press but to include Superintendent Rogers and Assistant Superintendent Casarella. The motion was seconded by Commissioner Klimaszewski and it passed on a voice vote at 6:51 p.m.

The board reconvened back into regular session at 7:24 p.m.

ADJOURNMENT:

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

The meeting adjourned at 7:24 p.m.

Attest:



Gregory Klimaszewski, Secretary/Treasurer