

# BOARD OF WATER COMMISSIONERS REGULAR MEETING

## Thursday, June 8, 2017

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, June 8, 2017. A recording of this meeting can be found on tapes # 663 and 664.

**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, Commissioner Erika Pocock, Commissioner Joseph Del Debbio, Superintendent Frederick Rogers, Assistant Superintendent William Casarella, Office Supervisor and Recording Secretary Maria Nason.

### **2.) APPROVAL OF MINUTES FOR MAY 11, 2017 BOARD MEETING:**

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

### **APPROVAL OF MINUTES FOR JUNE 1, 2017 SPECIAL BOARD MEETING:**

Commissioner Pocock made a motion to accept the minutes as presented. Her motion was seconded by Commissioner Berkmoes and was passed unanimously by a voice vote.

### **3.) COMMUNICATIONS:**

#### **a.) Communication from the Public:**

None

#### **b.) Communication from Administration:**

Superintendent Rogers informed the Board the Exclusive Service Area (ESA) agreement between Valley Water and the Department has been signed and will be sent to Ann Catino, the Department's attorney. Once the signed agreement is returned to Valley Water they will inform the residents/customers of the transition to SWD. Shortly thereafter, the Department will do the same. In the interim SWD will begin the Flanders Road water main and PRV vault installation and begin planning meter change-out.

#### **c.) Communication from Board Members:**

None

#### **4.) NEW BUSINESS:**

##### **a.) T-Mobile Lease Agreement Extension**

Superintendent Rogers informed the Board he negotiated a 15-year lease extension with T-Mobile. Beginning July 1, 2017, their rent will increase by 5%, every five years, until the lease expires. The contract amendment is currently being reviewed by our legal counsel.

Commissioner Klimaszewski made a motion to accept the contract amendment which will reflect the extension and rate increase for 15 years. Commissioner Berkmoes seconded the motion it is passed unanimously by voice vote.

#### **5.) FINANCIAL MATTERS:**

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

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

##### **b.) Water Service Line Protection Plan:**

Commissioner Murphy was pleased that 66 new residential line protection customers were added this fiscal year.

##### **c.) Review of Financial Statements:**

Office Supervisor Nason reported back to the Board about jumbo CD rates. She will reach out to Farmington Bank to discuss penalties for early withdrawals.

Superintendent Rogers also wanted to clarify for the Board that an invoice that was paid last month for borings for the Rt 322 DOT project will be reimbursed to us by the State of Connecticut.

#### **6.) COMMITTEE REPORTS:**

##### **a.) Executive Committee:**

No report.

**b.) Infrastructure Committee:**

Superintendent Rogers informed the Board that Well 2A design should be at 100% completion by June 21, 2017. Once this has been completed, the project will be put to bid.

Superintendent Rogers stated the building at Well7A is in and the well has been installed. The road has been completed. Chlorination was also completed this week. The electrical is currently being completed. Site work is almost finished. Once the well is completed final approval from DPH is required prior to turning the new well on.

Reservoir #1 dredging is complete. Woodard & Curran is drafting the project close-out letter to DEEP and the Army Corp of Engineers.

The State of Ct Dept of Public Health is considering solar at Well 1A. We will be submitting a solar application to DEEP. To apply for the ELUR for Well 1A, it is possible 6"-8" of material may be needed on site. Superintendent Rogers stated the land use restriction cannot be done until the environmental controls are satisfied.

Superintendent Rogers stated the pump station for the East Side Pressure Zone now meets the factory curve. Commissioner Klimaszewski asked why the pumps originally did not conform. The manufacturer had not taken into account the velocity change due to the plumbing/field installation, this has since been corrected. Assistant Superintendent Casarella and the staff have been working on communication concerns. The staff is also still scheduling and installing individual PRVs in some of the homes which will be affected by the new pressure zone. Superintendent Rogers anticipates the project coming together within the next two months. Commissioner Klimaszewski asked how the administration plans to reach out to those customers who have not responded to our offer to install a PRV. The administration will look into alternate ways to reach these customers, possibly using certified letters and door hangers.

Superintendent Roger is waiting for the vault to drop for the Regional Water Interconnect. The sitework has been completed. He anticipates the connection to be completed within the next month or two.

Superintendent Rogers stated the additional monies needed for the Flanders Road water main has met the 30 day DWSRF posting requirement. He will know within the next week if funding has been approved. He stated the pressure in the Pattonwood Drive area will need to be reduced due to the new pressure zone and discussed the dropping of a PRV vault when the water main is installed.

Assistant Superintendent Casarella spoke about two DOT projects that are currently ongoing, one on Queen Street and one on Berlin Street. Superintendent Rogers and

Assistant Superintendent Casarella are considering abandoning the 6” water main and moving a couple services to the 14” main on Queen Street. They have also met with personnel from Bradley Memorial Hospital to discuss their needs if the Department were to replace and repair water valves and mains in the area of Berlin St, Meriden Ave and Oakland Road. Superintendent Rogers will contact DOT regarding their paving schedule.

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

Nothing to report.

**7.) OLD BUSINESS:**

**a.) Communications Tower – Mill Street Tank Site:**

Will discuss after a decision about Mill Street Tank painting has been made.

**b.) Mill Street Tank Painting:**

Superintendent Rogers reviewed the major points of the presentation from Suez Water – Advanced Solutions for the tank maintenance program. A discussion with the Board ensued about tank conditions, risk, cost, and the need for further tank inspections.

Commissioner Berkmoes made a motion to enter Executive Session, barring the public and press but to include Superintendent Rogers, Assistant Superintendent Casarella, and Office Supervisor Maria Nason to discuss cost negotiations related to the Mill Street tanks. Commissioner Klimaszewski seconded the motion and it passed on a voice vote at 7:02 p.m.

Commissioner Del Debbio made a motion to reconvene back into regular session. The motion was seconded by Commissioner Berkmoes and it passed on a voice vote at 7:40 p.m.

Further review is necessary before proceeding.

**Budget 2017-2018:**

Superintendent Rogers reviewed the capital expenditures line by line. There was discussion about the tank maintenance reserve.

Commissioner Berkmoes made a motion to add item 4b. under New Business – Water Rate Increase. Commissioner Klimaszewski seconded the motion and it passed unanimously by a voice vote.

The Board discussed consumption charges as well as the service charge and the needs of the Department and its capital planning. Commissioner Berkmoes discussed the added burden to municipalities the State budget will cause. He spoke about the need to repair the water tanks, our water supply plan, maintenance at the reservoir, and how expenses have increased. The Board discussed raising consumption rates by both 3% and 5%. Commissioner Klimaszewski stated the Department does not have a safety mechanism for those customers who cannot afford a rate increase. Commissioner Pocock stated she felt the Department has an obligation to work within its budget and she currently is not in agreement to raise rates. Commissioner Klimaszewski would like the Department to look at other alternatives for increasing its revenue. Superintendent Rogers suggested the Board look at other water utility charges within the State.

Before the Board considers any further rate increases, Department staff will investigate other utility rate charges and revenue generators and will report back to the Board.

The Board made an adjustment to the tank maintenance reserve line item in the proposed budget. Office Supervisor Nason will update the line and present the updated budget to the Board for their approval after Executive Session. Prior to entering Executive Session, Commissioner Pocock excused herself from the meeting.

**EXECUTIVE SESSION ANTICIPATED FOR PERSONNEL AND NEGOTIATION**

**MATTERS:** Commissioner Berkmoes 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 Del Debbio and it passed on a voice vote at 8:52 p.m.

Commissioner Berkmoes made a motion to reconvene back to Regular Session at 9:23 p.m. The motion was seconded by Commissioner Del Debbio and it passed on a voice vote.

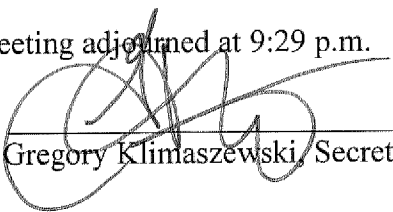
Office Supervisor Nason presented the Board with the revised budget as instructed. The changes were reviewed with the Board. Commissioner Murphy made a motion to approve the proposed 2017-2018 budget as presented. Commissioner Klimaszewski seconded the motion and it passed on a voice vote.

**ADJOURNMENT:**

Commissioner Del Debbio made a motion to adjourn the meeting. Commissioner Berkmoes seconded the motion and it passed on a voice vote.

The meeting adjourned at 9:29 p.m.

Attest:

  
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Gregory Klimaszewski, Secretary/Treasurer