

BOARD OF WATER COMMISSIONERS REGULAR MEETING

Thursday, September 14, 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, September 14, 2017. A recording of this meeting can be found on tape # 668.

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

2.) APPROVAL OF MINUTES FOR JULY 13, 2017 BOARD MEETING:

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

3.) COMMUNICATIONS:

a.) Communication from the Public:

None

b.) Communication from Administration:

Superintendent Rogers informed the Board he will out of the office for a few days the week of September 19th to attend the Annual NEWWA conference.

c.) Communication from Board Members:

None.

4.) NEW BUSINESS:

a.) ESPZ Tank Dedication Plaque

Superintendent Rogers presented a design for a dedication plaque to be presented to Mr. Smith at the ribbon cutting ceremony, tentatively scheduled for October 14, 2017. Commissioner Klimaszewski made a motion to approve the plaque design as presented with minor changes to be made at the Superintendent's discretion. Commissioner Del Debbio seconded the motion and it was approved by a voice vote.

b.) Budwitz and Meyerjack Audit Agreement

Superintendent Rogers stated Budwitz & Meyerjack submitted their letter of intent for audit services and is holding their price at \$15,000.00. Commissioner Murphy made a motion to hire Budwitz & Meyerjack to perform the 2016-2017 audit. Commissioner Klimaszewski seconded the motion and it 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 Klimaszewski and it passed unanimously on a voice vote.

b.) Water Service Line Protection Plan:

After a brief discussion, it was agreed that commercial line protection mailings will be changed to annually as opposed to twice a year. Residential line protection mailings will continue to be twice a year. The applications will remain on our website for both plans with reminders about the plans to be printed on the water statements periodically. Office staff will review the brochure designs to determine if one brochure can be used for both plans.

c.) Review of Financial Statements:

Statements were reviewed with no comments.

6.) COMMITTEE REPORTS:

a.) Executive Committee:

No report.

b.) Infrastructure Committee:

Superintendent Rogers stated the East Side Tank has been tested, filled and should be online by the middle of next week. Paving has been completed and PRVs have been provided and installed to customers. Commissioner Domian questioned if all customers had responded to our request to install PRVs. Superintendent Rogers stated there were only a handful of customers who did not respond to our several inquiries.

Superintendent Rogers expressed his appreciation for the level of effort put forth by the operations and office staff during this project.

Superintendent Rogers informed the Board that Well 7A will be going on-line shortly.

Superintendent Rogers stated Well 2A design is 100% complete. A meeting with Woodard and Curran is scheduled for September 21, 2017, to discuss any potential modifications prior to being put out to bid. He discussed with the Board the need to consider the construction schedule and how it relates to the operating season (system demand).

Superintendent Rogers informed the Board that the Flanders Road water main will begin on Monday, September 18th, 2017. Valley Water has notified their customers, in writing, of the transition of service. Superintendent Rogers will draft a letter to introduce the Department to coincide with the construction. The letter will include an invitation for customers to attend the October 12, 2017 board meeting where further information will be provided regarding the transition. Commissioner Murphy questioned how long it will take to begin billing our new customers. Office Supervisor Nason stated the earliest would be February 1, 2018 if meters were changed by October, otherwise, May 1, 2018 would be more likely.

Superintendent Rogers stated the controls are in at the Regional Water Interconnect and the electrical service has been provided. He will be meeting with Regional Water tomorrow to discuss the responsibilities each Department will have in maintaining and operating the interconnect. He mentioned that the interconnect may play a role in the Well 2A construction

process. Commissioner Murphy questioned the financing of Well 2A. Superintendent Rogers stated he needs to renew the bond ordinance for the DWSRF funding, but will wait until he has the received the bids.

Superintendent Rogers stated the Treatment Plant has been turned off and maintenance on filter #1 underdrains has begun.

Commissioner Murphy inquired about the new hires and if there were any other vacancies. Superintendent Rogers informed him they are working out well and there are currently no other job openings.

c.) Policy and Procedures Committee:

Nothing to report.

7.) OLD BUSINESS:

a.) Oakland Road and Highwood Avenue Water Main Design:

Superintendent Rogers presented three quotes to the Board members for the water main design for Oakland Road and Highwood Avenue. Superintendent Rogers would like to schedule Highwood Avenue water main replacement for next year and will hold on Oakland Road.

Commissioner Murphy made a motion to accept the water main design bid for Highwood Avenue from Snyder Civil Engineering for \$19,250. Commissioner Klimaszewski seconded the motion and it passed on a voice vote.

b.) Communications Tower – Mill Street Tank Site

This will be reviewed once a decision is reached about the Mill Street tank painting.

c.) Mill Street Tank Painting:

Tank inspections for all Department tanks are scheduled for October. Once completed, findings will be presented to the Board, then a decision can be made as how to proceed with either tank rehabilitation or replacement.

d.) Water Rates

Still in review.

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 Del Debbio and it passed on a voice vote at 6:40 p.m.

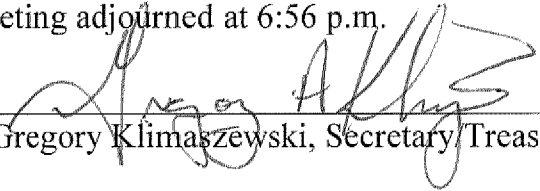
Commissioner Del Debbio made a motion to reconvene back to Regular Session at 6:55 p.m. The motion was seconded by Commissioner Murphy and it passed on a voice vote.

ADJOURNMENT:

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

The meeting adjourned at 6:56 p.m.

Attest:



Gregory Klimaszewski, Secretary/Treasurer