

BOARD OF WATER COMMISSIONERS REGULAR MEETING

Thursday, November 9, 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, November 9, 2017. A recording of this meeting can be found on tape # 670.

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, Commissioner Erika Pocock, Commissioner Rudy Cabata, Superintendent Frederick Rogers, Office Supervisor and Recording Secretary Maria Nason.

Commissioner Berkmoes made a motion to add 1a. to the agenda for election of officers. Commissioner Murphy seconded the motion of it passed on a voice vote.

1a.) ELECTION OF OFFICERS: President Domian turned the meeting over to Superintendent Rogers for election purposes. There was a short recess called to allow the commissioners to caucus, after which the meeting was reconvened at 6:04 p.m. by Superintendent Rogers.

Superintendent Rogers opened nominations for President. Commissioner Berkmoes made a motion to nominate Commissioner Murphy for President. Commissioner Domian seconded the motion. There were no further nominations. Nominations for President were closed. There was no discussion. The motion for election was passed on a voice vote.

President Thomas Murphy assumes the Chair:

President Murphy opened nominations for Vice President. Commissioner Domian made a motion to nominate Commissioner Pocock for Vice-President. Commissioner Berkmoes seconded the motion. There were no further nominations. Nominations for Vice President were closed. There was no discussion. The motion for election was passed on a voice vote.

President Murphy opened nominations for Secretary/Treasurer. Commissioner Cabata made a motion to nominate Commissioner Berkmoes as Secretary/Treasurer. Commissioner Domian seconded the motion. There were no further nominations. Nominations for Secretary/Treasurer were closed. There was no discussion. The motion for election was passed on a voice vote.

2.) APPROVAL OF MINUTES FOR OCTOBER 12, 2017 BOARD MEETING:

Commissioner Domian made a motion to accept the minutes as presented. His motion was seconded by Commissioner Berkmoes and was passed by a voice vote. Commissioner Cabata abstained.

3.) COMMUNICATIONS:

a.) Communication from the Public:

Mr. Stephen McEnteggart from MAC Building and Development addressed Board. He stated that a CBYD to locate the water main for 29 East Street in Southington was marked in the road, when the water line was actually inside the property line. Mr. McEnteggart provided the Board with photos for review. Because the line was mismarked, Mr. McEnteggart incurred expenses that otherwise he would not have incurred, such as bonding, and road restoration. He presented the Board with an itemized invoice for \$4,782.00 and asked for full restitution. After review and discussion, Commissioner Domian made a motion to reimburse Mr. McEnteggart in full. Commissioner Cabata seconded the motion and it passed on a voice vote.

b.) Communication from Administration:

Superintendent Rogers reviewed with the Board a single plan for approval of a service connection at 146 Industrial Drive. The contractor is requesting to run and tap his water line from the Department's easement off of Industrial Dr. The Department would reimburse the contractor the difference for upsizing the main from an 8" main to a 12" main. This will allow the Department a more economical way to loop down West Street in the future. Superintendent Rogers was concerned about water quality due to the low amount of demand, however, the contractor still has requested to run the line from the easement. Superintendent Rogers will inform the contractor his plan has been approved.

Superintendent Rogers revisited his resignation with the Board. He stated he it has been an honor and pleasure both professionally and personally working for the Department and with the Board. He stated if the Department needs anything to please contact him and he will be happy to help.

Office Supervisor Nason presented the Board with new signatory paperwork from Farmington Bank.

Office Supervisor Nason briefly discussed with the Board an open house to be held on December 1st for Superintendent Rogers to acknowledge his departure.

c.) Communication from Board Members:

Commissioner Berkmoes thanked Superintendent Rogers for all his hard work and many projects that he has completed. He welcomed Commissioner Cabata. He stated he is looking forward to working with Commissioner Warner, as well.

Commissioner Domian mirrored Commissioner Berkmoes's sentiments.

President Murphy agreed that Superintendent Rogers did quite a lot for the Department and wished him well. He thanked the outgoing officers for a job well done.

4.) NEW BUSINESS:

a.) 2018 Water Board Meeting Schedule

Superintendent Rogers presented the proposed meeting schedule. Meetings will be held the second Thursday of each month. Commissioner Pocock made a motion to accept the 2018 meeting schedule as presented. The motion was seconded by Commissioner Domian and was passed unanimously by a voice vote.

b.) Art for A Cause – Request for a Raised Garden on Water Department Property- Mill Street

Claire Bean and Kim Rees from Kelley Elementary presented a plan for a raised bed pollinating garden to be constructed on Water Department property located on Mill Street. They oversee the Art for A Cause program which teaches kids social awareness by finding a solution for daunting issues one step at a time. Adults will create the garden and the kids will supply the artwork. Superintendent Rogers stated there can be no penetration of the surface because of the ELUR wellhead protection as well as no pesticides. Commissioner Cabata asked how close the nearest homes were to the garden. Commissioner Berkmoes stated his concern for keeping the area neat and weeded. Commissioner Murphy inquired about parking and the type of artwork that would be displayed. Superintendent Rogers stated the closest home was approximately 200 feet from the proposed area. Ms. Reis stated adults would be landscaping the area, they would be utilizing the current parking from the trail and the children would be making bee homes from cans, making things that attract butterflies, painting rocks, etc. Commissioner Pocock questioned if the Department would need additional liability insurance. Superintendent Rogers stated this would fall under our umbrella.

Commissioner Cabata made a motion to approve the raised bed garden with the stipulation that all of the Superintendent's criteria be met. Commissioner Domian seconded the motion and it passed on voice vote.

5.) FINANCIAL MATTERS:

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

Commissioner Murphy asked about the retainage for the ESPZ project. He questioned how long the Department will hold the money. Commissioner Berkmoes stated retainage is usually returned 30 days after acceptance. Superintendent Rogers stated there is an issue at the pump station and no monies will be released until it has been corrected.

b.) Water Service Line Protection Plan:

Superintendent Rogers briefly explained the Department's service line protection plan for Commissioner Cabata.

c.) Review of Financial Statements:

Office Supervisor Nason stated that fiscal year 2017 has been closed in the financial software.

She also informed the Board the DWSRF closing will be November 30, 2017. There will be \$34,373.16 due to the State prior to the closing which must be wired. Superintendent Rogers and she will reach out to Farmington Bank to initiate the wire.

6.) COMMITTEE REPORTS:

a.) Executive Committee:

No report.

b.) Infrastructure Committee:

Superintendent Rogers stated he would like to schedule an infrastructure committee meeting prior to his exit. He discussed briefly the history of the Department's capital plan and the Department's current projects for Commissioner Cabata.

He stated that East Side Pressure Zone is wrapping up and stated all staff did a phenomenal job.

The Mill Street tanks have been inspected. Superintendent Rogers suggested the Board have Joe Harris from ITI present his findings to the Infrastructure Committee or at a board meeting and consider his recommendations. He also suggested speaking with DN Tanks about construction of any new tank.

c.) Policy and Procedures Committee:

Nothing to report.

7.) OLD BUSINESS:

a.) Communications Tower – Mill Street Tank Site:

This is currently on hold.

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

The tanks have been inspected and the results are pending.

c.) **Water Rates**

On hold.

d.) **Tighe and Bond Proposal for Additional Engineering Services for ESPZ**

Superintendent Rogers presented the Board with a proposal for additional construction phase services budget. Superintendent Rogers explained the need for additional engineering in regards to the ESPZ project. Commissioner Domian asked if Tighe and Bond had an inspector on site every day. Superintendent Rogers explained there was an inspector during critical times, sometimes that was every day. Superintendent Rogers explained there was more time needed for the modeling and the individual installation of the PRVs.

Commissioner Domian made a motion to approve an additional \$16,658.00 be paid to Tighe and Bond for additional construction phase services. Commissioner Berkmoes seconded the motion and it passed on voice vote.

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. The motion was seconded by Commissioner Pocock and it passed on a voice vote at 7:35 p.m.

Commissioner Berkmoes made a motion to reconvene back to Regular Session at 8:24p.m. The motion was seconded by Commissioner Pocock and it passed on a voice vote.

ADJOURNMENT:

Commissioner Domian made a motion to adjourn the meeting. Commissioner Pocock seconded the motion and it passed on a voice vote.

The meeting adjourned at 8:25 p.m.

Attest: 
Robert Berkmoes, Secretary/Treasurer