

BOARD OF WATER COMMISSIONERS SPECIAL MEETING Thursday, December 7, 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, December 7, 2017. A recording of this meeting can be found on tape # 671 and # 672.

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

PRESENT: President Thomas Murphy, Vice President Erika Pocock, Secretary/Treasurer Robert Berkmoes, Commissioner Michael Domian, Commissioner Rudy Cabata, Commissioner Ralph Warner, Acting Superintendent William Casarella, Office Supervisor and Recording Secretary Maria Nason.

2.) APPROVAL OF MINUTES FOR NOVEMBER 9, 2017, BOARD MEETING:

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

3.) COMMUNICATIONS:

a.) Communication from the Public:

None.

b.) Communication from Administration:

None.

c.) Communication from Board Members:

Commissioner Domian and President Murphy welcomed Commissioner Warner to the Board.

4.) NEW BUSINESS:

a.) Superintendent Position

President Murphy expressed his desire that all Board members be included in the hiring process for the Superintendent position. Acting Superintendent Casarella informed the Board that he will not be applying for the position. He stated he has received some applications to date. Commissioner Warner asked if Acting

Superintendent Casarella would be involved in the hiring process. President Murphy agreed the Board should lean on Acting Superintendent Casarella's expertise and experience to answer questions, however, President Murphy stated he will not be involved in the interview process. Commissioner Berkmoes stated that Don Iannicelli, engineer with Woodard and Curran, offered to help with the selection process if the Board was interested. Acting Superintendent Casarella felt that Don Iannicelli may be a good resource for the Board.

- b.) **Applegate Phases 4, 5, and 6; approx. 2,200' of private water main, 51 units.**
Developer: Calco Construction & Development, Inc.
Engineer: Harry E. Cole & Son

Acting Superintendent Casarella presented and explained plans for an 8" private water main to serve 51 private residential services. The Board discussed the possibility of looping the main with adjacent neighborhoods. After discussion, Commissioner Pocock made a motion to accept the proposal as presented. Commissioner Domian seconded the motion and it was passed on a voice vote.

- c.) **Mariani Drive, 12 lot subdivision, off of Mt. Vernon Rd.**
Developer/Contractor: Mariani Construction, LLC
Engineer: Kratzert, Jones & Associates, Inc.

Acting Superintendent Casarella presented and explained plans for an 8" water main to serve 12 residential lots. The Board discussed looping the main to Horne Circle. Commissioner Domian made a motion to table this item until a discussion between the contractor and the Engineering Technician can take place regarding the Board request of looping the water main. Commissioner Pocock seconded the motion and it passed on a voice vote.

5.) FINANCIAL MATTERS:

- a.) **Review of Water Billings & Outstanding Jobbing Bills & Approval of Invoice**

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

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

Acting Superintendent Casarella briefly explained the Department's service line protection plan for Commissioner Warner. He also stated that program has had a positive response with our newly acquired customers in the Pattonbrook subdivision.

Review of Financial Statements:

Office Supervisor Nason briefly reviewed the financial packet for Commissioner Warner.

6.) COMMITTEE REPORTS:

a.) Executive Committee:

No report.

b.) Infrastructure Committee:

Acting Superintendent Casarella stated the leak in the vault at the Smith Street Tank has been repaired. The Department is currently changing the water meters in the Pattonbrook subdivision. He acknowledged that Department personnel have been doing a great job and plans to be finished by the end of the month.

The Regional Water Interconnect has been completed and the memorandum of understanding (MOU) has been signed.

Acting Superintendent Casarella is waiting for approval from DPH and DEEP regarding the plans for Well 2A. Once they have been approved, the project will go out to bid in approximately one to two months. Construction will be scheduled so it will not interfere with summer demand. Acting Superintendent Casarella will inquire if Well 2A can be drilled at the time Well 2 is running. He also stated the Board should consider redeveloping Well 2 to increase flow and make it available in an emergency situation. He felt the cost would be approximately \$15,000 to \$20,000 and could be redeveloped now or in the Spring. Commissioner Warner made a motion to approve an amount not to exceed \$20,000 for the redevelopment of Well 2. Commissioner Domian seconded the motion and it passed on a voice vote

Acting Superintendent Casarella felt the Board could redirect some of the money in the budget for the Treatment Plant filters to the redevelopment of Well 2. He advised the Board the current filters are requiring more maintenance and are beyond their life expectancy. He explained they should be replaced with new stainless steel filters. He invited the Board to schedule a time when they could accompany him to the treatment plant to see the filters. President Murphy inquired if Department staff could do the work. Acting Superintendent Casarella stated an outside contractor would be needed for this replacement, as well as, an engineering firm to oversee the project.

Acting Superintendent Casarella presented the Board with an Executive Summary of the Inspection that was done for the Mill Street Tanks #1 and #2 and West Queen Street Tanks #1 and #2 prepared by Joe Harris of Infrastructure Technologies, Inc.

The report recommends that painting and repairs to Mill Street Tank #1 need be done as soon as possible. The maintenance/repairs alone for Mill Street Tank #1 would cost \$769,500. Mill Street tank #2, West Queen Tank #1 and West Queen Tank #2 should be done respectively in this order. Acting Superintendent Casarella explained to the Board options that were previously presented to the Board for the Mill St. Tanks by Infrastructure Technology and Suez Water for steel tanks and a third option of building a new 2 million gallon concrete tank that would take the place of the (2) 1 million gallon tanks at Mill Street.

Acting Superintendent Casarella stated a new two million gallon concrete tank will cost approximately 2 million dollars. The Department would be able to leave one tank on-line, demolish one, build the new tank, then demolish the second, thus not interfering with demand. Commissioner Warner asked if there was enough room for the staging area. Acting Superintendent Casarella was able to show the Board via the GIS, the tanks, our property lines, and the staging area. Acting Superintendent Casarella suggested looking at getting a temporary easement for trucks entering and exiting if the concrete tank was built.

Acting Superintendent Casarella stated he has two proposals from two engineering firms and would like to get a third. Commissioner Berkmoes asked if the Department could meet with the engineer chosen to discuss the pros and cons of the concrete tank. Acting Superintendent Casarella suggested the tank contractor meet with the Board. President Murphy would like a proposal from a tank contractor for a tank that includes a communication tower on the side of the tank. Commissioner Warner asked if the Department would be penalized if the phone carriers are asked to move their towers. The agreement the Department has with the phone carriers is there is no penalty for one move request. Commissioner Warner asked if the Town will be sharing part of the financial burden for the tower since it benefits the entire town. Acting Superintendent Casarella stated since it is our tank, we should own it. He also stated the communications building will need to be moved and these things should be included in the tank proposal, including the demolition.

President Murphy stated he would like a tank contractor to present to the Infrastructure Committee regarding the concrete tank. The Board will also discuss with the auditor the financial position of the Department in regards to financing this project.

A tentative date for an Infrastructure Committee meeting will be December 27, 2017, and Acting Superintendent Casarella will contact DN Tanks for a presentation and proposal.

The maintenance/painting of the West Queen Street tanks will be discussed at the next infrastructure meeting.

c.) Policy and Procedures Committee:

President Murphy appointed Commissioner Pocock to Chair this committee along with Commissioner Cabata and Commissioner Warner as committee members.

7.) OLD BUSINESS:

a.) Communications Tower – Mill Street Tank Site:

See 6b. – Infrastructure Committee

b.) Mill Street Tank Painting:

See 6b. – Infrastructure Committee

c.) Water Rates

Commissioner Domian made a motion to table the water rates. Commissioner Berkmoes seconded the motion and it passed on a 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 Acting Superintendent Casarella. The motion was seconded by Commissioner Pocock and it passed on a voice vote at 8:00 p.m.


Commissioner Domian made a motion to reconvene back to Regular Session at 8:43 p.m. The motion was seconded by Commissioner Cabata and it passed on a voice vote.

ADJOURNMENT:

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

The meeting adjourned at 8:45 p.m.

Attest:


Robert Berkmoes, Secretary/Treasurer