

BOARD OF WATER COMMISSIONERS BOARD MEETING

Thursday, April 12, 2018

There was a meeting of the Board of Water Commissioners held at the department administrative offices, 605 West Queen Street, Southington, Connecticut, on Thursday, April 12, 2018. A recording of this meeting can be found on tape # 678 & # 679.

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, Secretary/Treasurer Robert Berkmoes, Commissioner Michael Domian, Commissioner Ralph Warner, Superintendent William Casarella, Office Supervisor and Recording Secretary Maria Nason.

2.) APPROVAL OF MINUTES FOR MARCH 8, 2018 BOARD MEETING:

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

3.) APPROVAL OF MINUTES FOR MARCH 19, 2018 SPECIAL BOARD MEETING:

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

4.) COMMUNICATIONS:

a.) Communication from the Public:

None.

b.) Communication from Administration:

Superintendent Casarella informed the Board that Commissioner Cabata, he and staff met with CT Computer Service to discuss website design. They will submit their proposal by May 1, 2018.

c.) Communication from Board Members:

None.

5.) NEW BUSINESS:

a.) Distribution Foreman and Chief Maintainer Postings.

Superintendent Casarella informed the Board he met officers of the union and discussed the current job vacancies due to retirements. Management and the union are working together to update job descriptions prior to filling the vacancies.

b.) Residential Fire Sprinkler Systems

Superintendent Casarella discussed the need to set a policy for residential fire sprinkler systems for existing homes. The Department does have specifications for new construction. Superintendent Casarella and staff will meet with town officials to request that any site plans that include residential fire sprinkler systems be forwarded to the Department.

6.) 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:

An additional nine applications were approved last month.

c.) Review of Financial Statements:

Past due jobbing invoices were reviewed with the Board. Collection of old invoices was discussed.

7.) COMMITTEE REPORTS:

a.) Executive Committee:

No meeting.

b.) Infrastructure Committee:

The Department cut and capped the dead 2" line and removed the old 6" x 6" tee at the intersection of Hart and Curtiss Street. Hydrant replacement in the same area is scheduled for Monday, April 13, 2018.

The Celella Drive water main replacement will begin on or about April 18, 2018. Customers were notified by mail of the construction. It was suggested that if customers were interested in replacing their service from the curb stop to the house, they may want to contact a contractor while the replacement is taking place. Each house will receive a new service line from the main to curb stop at no charge. The water main replacement will be done live,

therefore, no temporary services will be necessary. Customers will be without water for a short period of time while their new main to curb is being tied in. The project is expected to take approximately three to four weeks.

The Rourke Ave and Hill Street water main replacement will go out to bid in approximately six weeks. An estimated time of completion is mid-July. The job may be delayed depending of paving requirements.

Once the weather breaks, Joe Harris from ITI will use a drone to inspect Tank 1 again and then put out Bids for repairs to the tank. Temperatures on the tanks must be at least 40 – 50 degrees for repairs to be made.

Policy and Procedures Committee:

No meeting.

8.) OLD BUSINESS:

a.) Mill Street Tank Project

Superintendent Casarella received a price to clear the land. A meeting has been scheduled April 17, 2018 to discuss the installation of the communication tower with all parties involved. A meeting has been scheduled for April 24, 2018 to discuss the easement.

b.) DWSRF Projects

Superintendent Casarella reviewed with the Board infrastructure improvement projects that have been submitted for DWSRF funding:

Mill Street Tank – Superintendent Casarella will submit a request to include the communication tower for funding with the Mill St. Tank Project.

Well 2A – DEEP and DPH approved the Water Company Land (WCL) Permit that was needed for construction. Superintendent Casarella is still waiting for approval for the Natural Diversified Data Base (NDDB) to address the spotted/boxed turtle habitat.

Advanced Metering Infrastructure (AMI) – Superintendent Casarella stated it's time to start discussing our current meter system before the current system become unsupported.

Reservoir 3 Design Study – Superintendent Casarella stated that due to the General Permit for Treatment Plant Wastewater Discharge the Board may have to revisit the design study.

Treatment Plant Upgrades - Superintendent Casarella said the Treatment Plant upgrades and all DWSRF project will be discussed at the next Infrastructure Meeting.

c.) Engineering Proposal for General Permit of Treatment Wastewater Discharge

Superintendent Casarella explained to the Board that under our DEEP General Permit we must meet requirements for releasing treatment discharge water into streams. A discharge plan must be submitted to the State by Jun 18, 2018. The plan must be completed by a professional engineer. He requested the Board allocate not more than \$8,000 for engineering services to complete the plan. Commissioner Domian made a motion to approve up to \$8,000 for the engineering proposal to complete the general permit of treatment wastewater discharge. Commissioner Warner seconded the motion and it was passed on a voice vote.

d.) Engineering Proposal for Dam Inspections and Emergency Action Plan for Res. 1

Superintendent Casarella explained to the Board that dam inspections need to be completed every two years. Reservoir 3 and Crescent Lake are due this year. A professional engineer must complete the inspections. DEEP is requiring an Emergency Action Plan (EAP) for Reservoir #1. Superintendent Casarella requested the Board approve not more than \$17,000 to complete the inspections and the EAP. Commissioner Berkmoes made a motion to allocate not more than \$17,000 for the engineering services for the dam inspections and EAP for Reservoir #1. Commissioner Domian seconded the motion and it passed on a voice vote.

e.) Westwood Rd Easement

Superintendent Casarella spoke to two residents regarding an easement at the cul-de-sac on Westwood Road which would allow the Department to connect to a 12" water main recently installed off of Industrial Drive. The residents were receptive, however, they are currently working with the Town of Southington to address other concerns first.

f.) Review Budget 2018-2019

The office supervisor reviewed the updated draft budget with the Board. Superintendent Casarella reviewed the capital items. The budget will be reviewed again at the May 2018 meeting.

EXECUTIVE SESSION ANTICIPATED FOR PERSONNEL AND NEGOTIATION MATTERS:

Commissioner Domian made a motion for adjournment to Executive Session, barring the public and the press but to include Superintendent Casarella. The motion was seconded by Commissioner Berkmoes and it passed on a voice vote at 8:19 p.m.

ADJOURNMENT:

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

The meeting adjourned at 9:16 p.m.

Attest: 
Robert Berkmoes, Secretary/Treasurer