

**BOARD OF WATER COMMISSIONERS PUBLIC HEARING WATER
RATES INCREASE
Thursday, June 14, 2018**

There was a public hearing held by the Board of Water Commissioners for purposes of public comment on the new rate schedule for July 1, 2018. It was held at the Department's administrative office, 605 West Queen Street, Southington, CT. on June 14, 2018. A record of this meeting can be found on tape #683.

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

President Murphy called the public meeting to order at 5:45 P.M. Commissioner Berkmoes called for a recess at 5:46 P.M. in the absence of an audience. His motion was seconded by Commissioner Domian and passed on a voice vote. There were no speakers from the floor. The public hearing was adjourned at 6:00 P.M. on the motion of Commissioner Berkmoes, seconded by Commissioner Warner and passed on a voice vote.

**BOARD OF WATER COMMISSIONERS REGULAR MEETING
Thursday, June 14, 2018**

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 14, 2018. A recording of this meeting can be found on tapes # 683 & #684.

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, Superintendent William Casarella, Office Supervisor and Recording Secretary Maria Nason.

Commissioner Berkmoes made a motion to add line item 7H under Old Business – Approval of Water Rate Increase. Commissioner Cabata seconded the motion and it was approved unanimously by a voice vote.

2.) APPROVAL OF MINUTES FOR MAY 10, 2018 BOARD MEETING:

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

3.) COMMUNICATIONS:

a.) Communication from the Public:

None.

b.) Communication from Administration:

Superintendent Casarella informed the Board that the CCR (Consumer Confidence Report) has been completed. The Department has received copies and will forward all necessary documentation to the Department of Public Health. The reports will be mailed directly to customers shortly. He thanked Al Fiorillo and the staff for all their hard work in gathering the information for the report.

Superintendent Casarella also informed the Board there was a fraudulent charge on the Department credit card. The card was immediately cancelled and a police report filed. The Department will not be held responsible for the charge.

Superintendent Casarella stated he will be reviewing jobbing rates at the next meeting and will forward the information to the commissioners prior to that meeting.

Superintendent Casarella congratulated Jeremy Mongillo for his promotion to Treatment Operator I.

c.) Communication from Board Members:

None.

4.) NEW BUSINESS:

a.) Succession Planning:

Superintendent Casarella informed the Board he is in the process of hiring two full time positions for the Distribution Department to replace two recent vacancies. He explained Distribution is short four employees due to the vacancies, the transfer of Mr. Mongillo to Treatment and one employee currently on workers comp. He stated the Distribution Foreman and he will be interviewing on June 19th and he would like to be able to offer employment to qualified candidates prior to the next board meeting. The board agreed. He also stated he is in the process of hiring two seasonal employees, as well. He did hire a summer intern to work on updating the GIS system. As soon as staffing issues have been addressed for Distribution, he would then like to begin the hiring process for an Assistant Superintendent.

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:

Due to several closings, the plan saw a decrease of one. Commissioner Warner inquired about marketing the plan to those customers who may benefit from it the most. Office Supervisor Nason will talk with the engineering technician to see if a report by service line type can be generated.

c.) Review of Financial Statements:

All past due jobbing invoices have been paid.

6.) COMMITTEE REPORTS:

a.) Executive Committee:

No meeting.

b.) Infrastructure Committee:

Superintendent Casarella stated the new water main on Celella Drive has been completed.

Superintendent Casarella informed the Board the bids for the Rourke Ave and Hill Street water main replacement will be going out in two to three weeks. Replacement will begin after the Italian Festival at the request of the Town. Residents who will be affected by the construction will be notified of the project details in advance. The project should take about one month to complete.

Superintendent Casarella stated after further review, there is not an easement in place at the end of the cul-de-sac on Westwood Drive. Superintendent Casarella will reach out to the two homeowner's that may be involved in the easement.

Superintendent Casarella explained that the developer for Hillcrest Homes is willing to extend the water main from the existing water main easement into the cul-de-sac on Rahlene Drive on our behalf.

c.) Policy and Procedures Committee:

No meeting.

7.) OLD BUSINESS:

a.) Deposit Account Resolution:

Commissioner Berkmoes made a motion to open a second account at United Bank for the purpose of moving the tank maintenance reserve fund. Commissioner Pocock seconded the motion and it was passed unanimously by a voice vote.

b.) Safe Drinking Water Primacy Assessment:

Superintendent Casarella informed the Board the Department of Public Health approved the annual primacy assessment at \$2.57 per service connection. The Board was presented with a new bill format which will include the assessment in quarterly increments on customer water bills. Commissioner Warner made a motion to charge the annual assessment of \$2.57 as a quarterly charge of one quarter at .65 cents and three quarters at .64 cents. Commissioner Domian seconded the motion and it was passed on a voice vote. Commissioner Warner made a motion to include on the bills the assessment description to be reflected as Safe Drinking Water Assessment and an explanation on the bill as follows:

New fees have been enacted by the State of Ct
to help enforce the Federal Safe Drinking Water Act.
This charge will be reflected on your bill quarterly.
For more information visit www.ct.gov/dph.

Commissioner Domian seconded the motion and it passed on a voice vote.

c.) Mill Street Tank Project Update

Superintendent Casarella explained that the easement will be finalized as soon as the owners sign the final contract. The Department received 824 approvals from the Town Council and Planning and Zoning. Superintendent Casarella and John McCellan from Tighe & Bond will attend the Planning and Zoning meeting on July 17, 2018 for the special permit use (SPU) and site plan review (SPR). The land has been surveyed and borings completed. Six borings were done with refusal at around 19' to 25'. No land will be cleared until approvals are received. Communications with the AT&T and T-Mobile continue.

d.) Website Review

Superintendent Casarella presented a new proposal from Ct Computer. A website committee consisting of Commissioner Pocock, Commissioner Cabata, Superintendent Casarella and Office Supervisor Nason has been formed. The Committee will meet to schedule presentations from interested website developers.

The cross-connection inspector and the office supervisor will be meeting with Ed O'Reilly from Basic Innovations to review software for the cross-connection program on Monday, June 18th.

e.) General Permit

Woodard and Curran and staff are currently reviewing the general permit which will be sent to DEEP by the end of the month.

f.) Dam Inspections/Emergency Action Plan

Wright-Pierce and staff are working on the dam inspections which are also due at the end of the month. They have been working with Al Fiorillo to get those completed.

g.) DWSRF Project Updates

Well 2A – Approval to go out to bid has been received from DPH. The bid will be advertised on June 28th with the bid opening on July 31st at 10:00 am. There is an optional site visit scheduled for July 17th at 10:00 a.m. Woodard and Curran will administer the bids electronically. A special board meeting for Monday, August 13, 2018 may be needed to award the bid.

Mill Street Tank – Tighe and Bond are currently working to secure funding. Commissioner Berkmoes asked Superintendent Casarella to get an update.

Treatment Plant Upgrades – Currently postponed.

Reservoir 3 Design Study – Currently postponed.

Advanced Metering Infrastructure (AMI) – Superintendent Casarella suggested the Board meet with a representative from Itron this summer to discuss how to prepare for AMI along with pricing.

h.) Approval of Water Rate Increase

Commissioner Berkmoes made a motion to raise the consumption charge by 5% and the service/infrastructure charge rate by 3%. Commissioner Cabata seconded the motion and it passed on a vote of 5-1 with Commissioner Pocock opposed.

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 Casarella. The motion was seconded by Commissioner Domian and it passed on a voice vote at 7:16 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 7:46 p.m.

Attest:


Robert Berkmoes, Secretary/Treasurer