

BOARD OF WATER COMMISSIONERS SPECIAL MEETING

Thursday, February 7, 2019

There was a special meeting of the Board of Water Commissioners held at the department administrative offices, 605 West Queen Street, Southington, Connecticut, on Thursday, February 7, 2019. A recording of this meeting can be found at the Department office.

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 Ralph Warner, Superintendent William Casarella, Office Supervisor and Recording Secretary Maria Nason, Engineering Technician, Albert Fiorillo.

2.) APPROVAL OF MINUTES FOR JANUARY 10, 2019 BOARD MEETING:

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

3.) EXECUTIVE SESSION TO DISCUSS LITIGATION MATTERS:

Commissioner Pocock made a motion for adjournment to Executive Session, barring the public and the press but to include Superintendent Casarella and counsel from CIRMA. The motion was seconded by Commissioner Warner and it passed on a voice vote at 6:02 p.m.

The Board reconvened back to Regular Session at 6:40 p.m.

A consensus of the Commissioners was to give CIRMA permission to resolve Paul Appelle case. Commissioner Berkmoes made a motion to give CIRMA approval to resolve Paul Appelle's case. Commissioner Pocock seconded the motion and it was passed on a voice vote.

4.) COMMUNICATIONS:

a.) Communication from the Public:

Arlene Lemire of 44 Johanna Circle, Southington addressed the Board regarding a concern she had with her November 1, 2018 water bill. The water bill was significantly higher than her other summer quarters. After reviewing the case, the Commissioners directed staff to remove and test her meter. Once the results have been reviewed, The Department will reach out to discuss with Ms. Lemire.

b.) Communication from Administration:

Superintendent Casarella thanked the Board for their condolences in the passing of his father-in-law and for the floral arrangement that was sent to the funeral service.

Superintendent Casarella informed the Board that DPH is requiring an update and evaluation of the Water Supply Plans in relation to Source Water Protection Measures and Request to Sample for Perfluoroalkyl Substances. The Department will need to hire a consultant and has requested a proposal from Woodard and Curran.

Superintendent Casarella discussed the need for a policy to help assist federal workers who have been affected by the government shut-down if it were to shut down for a second time.

Superintendent Casarella commended the staff who endured three days of frigid temperatures when working to repair the water main and valves on Glenn Drive.

c.) Communication from Board Members:

Commissioner Pocock thanked the Board for the basket that she received after the loss of her uncle and for those members who attended his funeral.

5.) NEW BUSINESS:

a.) 49 DePaolo Drive, Warehouse, 4" DICL domestic service line, 6" DICL fire protection line off of existing 8" private water main. Owner: Supreme Industries. Engineer: Loureire Engineering Associates

Engineering Technician Al Fiorillo presented plans for a 4" DICL domestic service line, 6" DICL fire protection line off of an existing 8" private water main to service a warehouse at 49 DePaolo Drive. Commissioner Domian made a motion to approve the plans as presented. Commissioner Warner seconded the motion and it was passed on a voice vote.

b.) 72 Industrial Drive, 2 Industrial Buildings, 4" Private Water Main Extension, Two 1" service taps. Owner: AHCO, LLC., Engineer: Harry E. Cole & Son.

Engineering Technician Al Fiorillo presented plans for a 4" private water main extension, and two 1" service taps to service 2 industrial buildings at 72 Industrial Drive. He stated that fire protection is not required. The owner stated his contractor suggested installing a 6" line in lieu of the 4" line. Commissioner Berkmoes made a motion to approve the plans as presented with the stipulation that if a 6" line is installed that new plans illustrating the change be submitted to Mr. Fiorillo.

c.) Succession Planning

Superintendent Casarella stated that 33 applicants applied for the Engineering Technician position along with several in house applicants. Interviews will be held Saturday, February 9th.

Commissioner Warner requested President Murphy entertain a request to move item 8a. to be heard out of order. President Murphy agreed.

8.) OLD BUSINESS:

a.) Rusty Rogers

Superintendent Casarella referred the Board to Mr. Rogers who is building a 44 unit 55 and older multi-family complex located at 37/43 Hunters Lane in Plantsville. His plans were previously tabled. Mr. Rogers explained that building one has been built and is not in compliance with our specifications. Mr. Rogers addressed the Board and apologized. He stated his architect and engineer were unable to make changes to the layout of the condominiums to accommodate the specifications. After a long discussion, Commissioner Pocock made a motion to approve building one of the family complex located at 37/43 Hunters Lane in Plantsville as it stands. The remaining four buildings must be sleeved in 3" PVC with link seals in the utility rooms. The approval of the meter locations for this project in no ways sets a precedent going forward. Commissioner Domian seconded the motion and it was passed on a voice vote.

Commissioner Warner stated that he was concerned about future dealings with Mr. Rogers due to this situation. Engineering Technician Albert Fiorillo stated that he has worked with Mr. Rogers on previous projects and had no problems.

Engineering Technician Albert Fiorillo presented the water plans for 37/43 Hunters Lane, 44 unit (55 and older) multi-family complex (Village Meadows), forty-four 1" taps off 8" water main extension. Commissioner Pocock made a motion to accept the plan as presented. Commissioner Berkmoes seconded the motion and it was passed on a voice vote.

Commissioner Pocock stated she received a complaint that a Board member made a bid on this project and if so, then the Board member should recuse himself from voting on the project.

6.) FINANCIAL MATTERS:

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

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

b.) Water Service Line Protection Plan

The plan netted 12 new applicants in January.

c.) Review of Financial Statements

After reviewing the financial statements, Commissioner Pocock made a motion to move the People's United Money Market – DWSRF Fund from People's United Bank to the State of CT. STIF Account. Commissioner Domian seconded the motion and it was passed on a voice vote.

7.) COMMITTEE REPORTS:

a.) Executive Committee

No meeting.

b.) Infrastructure Committee

No meeting.

c.) Policy and Procedures Committee

No meeting.

8.) OLD BUSINESS:

b.) Cybersecurity

Superintendent Casarella presented a proposal from Woodard and Curran for a cybersecurity assessment. The assessment can take up to one year to complete. The Board will review the proposal and discuss at the next meeting.

c.) Well 2A

DWSRF funding for this project has been approved. Superintendent Casarella thanked the Town for all their help, especially Emilia Portelinha, Lara Nichols and Kathy Larkin. Funding should begin in March.

Well 2A has been installed, developed and the pump test was completed at 800 GPM. The site work and interior building work can now proceed. The foundation will be installed in March.

d.) Mill Street Tank Project

The low bidder is Preload, LLC with a bid of \$2,890,000.00. The Board received the bid tabulation for their review. Superintendent Casarella is currently waiting for

authorization to award the contract from DPH. The financial aid application has been submitted. A pre-construction meeting will take place as soon as we receive authorization from DPH.

Superintendent Casarella and Tighe and Bond are recommending the tower project be removed from the DWSRF application. Including the tower in the funding will slow the project. The Department will be able to budget for the tower in the 2019-2020 budget. Commissioner Pocock made a motion to remove the tower project from the DWSRF project funding. Commissioner Domian seconded the motion and it passed by a voice vote.

e.) Website

The website should be completed with a go-live date of April 1, 2019. Staging for the website will be available for the March 14th board meeting. The Board was presented with possible mission statements for review. Commissioner Berkmoes put together the following mission statement:

To provide clean, affordable water to our customers and to assure our community that we have the necessary infrastructure in place to meet the needs and growth of our Town, while diligently protecting our most important natural resource, now and for generations to come.

Commissioner Pocock made a motion to accept the above as the Department's mission statement. Commissioner Domian seconded the motion and it was passed on a voice vote.

f.) West Main Street Water Main Installation

Superintendent Casarella stated the 8-24 Phase II of the West Main Street/South Main Street project was approved by the Town Council and Planning and Zoning. Snyder Civil Engineering presented a proposal for Phase II Engineering in the amount of \$18,225.00. Engineering cost for the entire project is \$27,405.00. Superintendent Casarella and Engineering Technician Albert Fiorillo met with Snyder Engineering, Town of Southington and Eversource on the designs and particulars of the project.

Owners that have property that will be affected by construction were sent letters and a meeting was held on January 29, 2019, to discuss the project and answer questions. Some owners that were unable to attend the meeting have been met with privately.

Test pits on South Main and one test pit on Hillside Avenue are schedule for next week, weather permitting. The project bid is scheduled to go out in March with work beginning in April.

g.) Insurance Bids

The Department will be receiving bids for insurance for the 2019-2020 fiscal year. Office Supervisor Nason will organize the bid.

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 and Engineering Technician Albert Fiorillo. The motion was seconded by Commissioner Pocock and it passed on a voice vote at 8:59 p.m.

Commissioner Berkmoes made a motion to reconvene back to Regular Session at 9:43 p.m. The motion was seconded by Commissioner Warner and it passed on a voice vote.

ADJOURNMENT:

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

The meeting adjourned at 9:44 p.m.

Attest: 
Robert Berkmoes, Secretary/Treasurer