

BOARD OF WATER COMMISSIONERS MEETING

Thursday, April 11, 2019

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 11, 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, Secretary/Treasurer Robert Berkmoes, Commissioner Michael Domian, Commissioner Rudy Cabata, Commissioner Ralph Warner, Superintendent William Casarella, Office Supervisor and Recording Secretary Maria Nason, Engineering Technician, Albert Fiorillo.

2.) APPROVAL OF MINUTES FOR FEBRUARY 7, 2019 SPECIAL BOARD MEETING:

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

3.) APPROVAL OF MINUTES FOR MARCH 14, 2019 BOARD MEETING:

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

4.) COMMUNICATIONS:

a.) Communication from the Public:

Mr. Demetrio Ricciardone, owner of 321 Berlin Street, addressed the Board to request an exception to cutting and capping the service at 321 Berlin Street at the main. He cited hardship and asked for the Board's consideration in the matter. He also asked to review the service records for the property. Commissioner Berkmoes requested he meet with Department staff during regular business hours to review the service records.

b.) Communication from Administration:

Superintendent Casarella presented the Board with a letter from the State of Ct Comptroller's Office which outlined employer pension increases through 2024. He also discussed that the State is considering approving contribution increases for employees.

Superintendent Casarella also stated that a minimum wage increase could affect wages for seasonal employees.

Engineering Technician Al Fiorillo thanked the Board for the get well gift basket he received.

c.) Communication from Board Members:

None.

5.) NEW BUSINESS:

a.) Draft Budget

The draft budget for FY 2019-2020 was given to board members for review. Superintendent Casarella reviewed the capital items in detail. The budget will be reviewed again at the May 2019 meeting.

b.) Succession Planning

Superintendent Casarella stated Damian Chuchro has been hired for the position of Engineering Technician. His start date is April 22, 2019. Al Fiorillo will formally begin as the Assistant Superintendent the same day.

6.) FINANCIAL MATTERS:

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

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

b.) Water Service Line Protection Plan

The plan netted 8 new applicants in March.

c.) Review of Financial Statements

Office Supervisor Nason was contacted by People's United Bank to renegotiate the terms of the Department's banking relationship. The term consists of a higher interest rate on deposits with no fee checking.

Al Fiorillo will be added as a signer for People's United Bank. The appropriate paperwork was reviewed and signed.

7.) COMMITTEE REPORTS:

a.) Executive Committee

No meeting.

b.) Infrastructure Committee

Superintendent Casarella presented the Board with a priority list for capital improvement projects.

- DEEP -Reservoir 2 Dam Inspections
- PRV Chamber for Laning Street
- Shuttle Meadow Road Water Main Installation
- Insertion Valve Equipment

- Maintenance and Painting of W Queen Street Tanks
- Treatment Plant – New Filters
- Consulting Services for Iron and Manganese Plant
- Service Renewals
- Automatic Meter Infrastructure
- Reservoir 3 Dredging

Each item was briefly discussed and the infrastructure committee will prioritize as necessary.

c.) Policy and Procedures Committee

No meeting.

8.) OLD BUSINESS:

a.) Proposal for Engineering Services – DEEP Recommendations for Reservoir 2

Superintendent Casarella explained the need for an inspection analysis of Reservoir 2 due to DEEP recommendations of the dam inspection done in 2016. Superintendent Casarella presented a proposal from Tata and Howard in the amount of \$26,900. Commissioner Cabata made a motion to accept the proposal for the inspection analysis for Reservoir 2. Commissioner Berkmoes seconded the motion and it was passed on a voice vote.

b.) Well 2A

Superintendent Casarella stated project construction has stepped up considerably. The tower has been cleaned, tri-packs are being installed and hydrants have been relocated. Helical piles were installed along with valves, tees and new piping. The old Well 2 is being prepped and should be ready for service in May.

c.) Mill Street Tank Project

The contract agreement between Preload and the Department was signed on March 15, 2019. A pre-construction meeting was held on March 22, 2019. The substantial completion date for the project is May 17, 2020 with the final completion date being July 16, 2020. Submittals, tank drawings and structural calculations submitted by Preload are under review. A meeting was held with Preload, the site subcontractor, representatives from Tighe and Bond and the owners of the temporary access easement took place on site on April 8, 2019. Notifications were sent out via doorhangers and Everbridge informing abutters the project has started.

Superintendent Casarella will contact the State to follow up on the status of DWSRF funding approval.

d. Website

The website went live on April 5, 2019.

e. West Main Street Water Main Installation

The bid opening for the West Main Street/South Main Street water main installation will be April 12, 2019 at 10 a.m. The projected start date is the first week of May. The department will reach out

again to customers who will be affected by the construction to discuss the project and service renewals. All customers in the area will be notified again once a start date has been determined. The Department will advertise the project to notify the public of the project and possibility of traffic delays.

f. Insurance Bids

Bids are out and are due back on May 15, 2019.

9.) OTHER:

Superintendent Casarella informed the Board of damage being done to the dams from ATV's and dirt bikes. He presented the Board with a report from Eric Hansen from Ferrucci and Walicki (forestry management firm) which outlines the details of the situation and the need to hire a part time patrol person.

Superintendent Casarella explained to the Board that the Town may be preserving an old barn off Berlin St. and is requesting the Department help with installation of a water service. Commissioner Berkmoes asked Superintendent Casarella to obtain more information on the project.

10.) 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 and Engineering Technician Albert Fiorillo. The motion was seconded by Commissioner Domian and it passed on a voice vote at 8:44 p.m.

Commissioner Cabata made a motion to reconvene back to Regular Session at 9:10 p.m. The motion was seconded by Commissioner Domian and it passed on a voice vote.

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 9:11 p.m.

Attest: 
Robert Berkmoes, Secretary/Treasurer