

BOARD OF WATER COMMISSIONERS MEETING

Thursday, May 9, 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, May 9, 2019. A recording of this meeting can be found at the Department office.

1.) CALL TO ORDER: The meeting was called to order at 6:04 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, Assistant Superintendent Albert Fiorillo, and Office Supervisor and Recording Secretary Maria Nason.

2.) APPROVAL OF MINUTES FOR APRIL 11, 2019 BOARD MEETING:

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

3.) APPROVAL OF MINUTES FOR APRIL 16, 2019 SPECIAL BOARD MEETING:

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

4.) COMMUNICATIONS:

a.) Communication from the Public:

Ms. Laura Farrell, owner of 40-30 Cornerstone Ct, addressed the Board to request a reduction in her water bill due to a toilet leak. The Board discussed with her the timeframe and the circumstances around the leak. The Board understood Ms. Farrell's frustration, however, declined her request for a reduction. She will set up a payment arrangement with the office staff.

b.) Communication from Administration:

Superintendent Casarella updated the Board regarding the status of John Masciangioli who was involved in a work-related motor vehicle accident. John, who was in the vehicle did sustain injuries and is being covered under the Department's worker's compensation insurance policy. The police report indicated the person who hit our vehicle did not have insurance. The Department will need to replace the damaged vehicle and this will be included in the FY 2020 budget. John sent a thank you note to the Board for the gift basket which was sent wishing him a speedy recovery. The Superintendent of the Bristol Water Department reached out to Superintendent Casarella regarding the possibility of a water interconnection. A meeting will be scheduled to discuss.

c.) Communication from Board Members:

None.

5.) NEW BUSINESS:

a.) Jobbing and Consumption Rates

Superintendent Casarella reviewed proposed changes to the Department's jobbing rates. These rates will be discussed again at the June meeting.

Commissioner Berkmoes made a motion to move item 8e – Draft Budget to 5c. Commissioner Domian seconded the motion and it passed on a voice vote.

b.) Succession Planning

Superintendent Casarella informed the Board that Distribution is currently down to one available backhoe operator other than the Foreman due to two employees being out of work. A third employee is out for 8 days due to a family illness but will be returning on May 20th.

c.) Draft Budget – formerly Old Business, item 8e.

A revised copy of the draft budget for FY 2020 was presented. Superintendent Casarella explained changes made to the capital items, including replacing the truck which was totaled in an accident the beginning of the month. The balance of the infrastructure reserve and the possibility of a rate increase was discussed.

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 Domain and was passed by a voice vote.

b.) Water Service Line Protection Plan

The plan lost one participant in April.

c.) Review of Financial Statements

The budget comparison report for the 3rd Quarter FY 2019 was presented to the Board for review.

7.) COMMITTEE REPORTS:

a.) Executive Committee

No meeting.

b.) Infrastructure Committee

Superintendent Casarella presented the Board with a priority list for capital improvement projects which were prioritized by the Infrastructure Committee.

1. DEEP -Reservoir 2 Dam Inspections
2. Treatment Plant Filters
3. Shuttle Meadow Road Water Main Installation and PRV for Laning St
4. Iron and Manganese Plants
5. Lead Gooseneck Services
6. Insertion Valve Equipment
7. AMI – Automated Meter Infrastructure
8. Reservoir 3 Dredging
9. West Queen Tanks

Superintendent Casarella discussed the value of purchasing item #6, insertion valve equipment. Due to several projects and the age of the pipes involved, it is probable that several insertion valves will need to be placed. The insertion valves would need to be subcontracted, however, if the Department were to purchase the equipment, it could potentially break even in two years.

Commissioner Cabata made a motion for Superintendent Casarella to purchase the insertion valve equipment with training for a price not to exceed \$95,000.00. Commissioner Berkmoes seconded the motion and it was passed on a voice vote.

c.) Policy and Procedures Committee

No meeting.

8.) OLD BUSINESS:

a.) Well 2A

Superintendent Casarella stated that the footings, foundation walls, and loading dock for the building have been poured. The roof, HVAC, and electrical work in the treatment building should begin next week. DPH visited the site.

Eversource is requiring the gas service be upsized to meet the needs of the generator. The cost to upsize the service is \$6,339.00 and will be submitted under DWSRF reimbursement as a contingency item.

b.) Mill Street Tank Project

A construction meeting was held May 7th. The project is moving along quickly. PreLoad is digging for the tank. The land has been cleared and the easement has been prepared for use. Superintendent Casarella has continued to be contact with the neighbors and there have been minimal complaints.

c.) West Main St. Water Main Installation

The project officially started on May 6th with saw cutting of South Main Street. Test pits are scheduled and the lay down area has been secured. Pipe delivery is due either May 10th or May 13th. Eversource has requested to lay their gas main soon after the water main. This could make tying in water services more difficult. Superintendent Casarella is working with the State DOT inspector regarding the matter.

d. Insurance Bids

Due to the amount of inquiries from insurance company underwriters, the bid opening has been changed to May 31st.

e. Draft Budget

See 5c.

9.) OTHER:

Superintendent Casarella presented the Board with a water line maintenance agreement for the property at 321 Berlin Street, Southington CT. The Department attorney has prepared the agreement and it has been forwarded to the owner's attorney for review. If accepted, the agreement will be signed and recorded on the land records stating that the owner of 321 Berlin Street, Southington CT. agrees to hold the Department harmless for the cost of replacement of the water line (including the shut off valves) for fifty years.

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 Assistant Superintendent Albert Fiorillo. The motion was seconded by Commissioner Cabata and it passed on a voice vote at 8:27 p.m.

Commissioner Domian made a motion to reconvene back to Regular Session at 9:06 p.m. The motion was seconded by Commissioner Cabata and it passed on a voice vote.


Upon reconvening, The Board discussed the financial needs of the Department and the many infrastructure improvements, both present and future. Commissioner Berkmoes made a motion to propose a water rate increase of 5%. Commissioner Domian seconded the motion. The motion passed 5 to 1, with Commissioner Pocock opposed.

The June 13th meeting was rescheduled to June 12th at 6 p.m. A public hearing will be held at 5:45 p.m. on June 12th to hear the public regarding the proposed rate increase.

ADJOURNMENT:

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

The meeting adjourned at 9:27 p.m.

Attest: 
Robert Berkmoes, Secretary/Treasurer