

# **BOARD OF WATER COMMISSIONERS SPECIAL MEETING**

## **Monday, February 24, 2020**

There was a special meeting of the Board of Water Commissioners held at the department administrative offices, 605 West Queen Street, Southington, Connecticut, on Monday, February 24, 2020. 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 Erika Pocock. A quorum was determined by the President.

**PRESENT:** President Erika Pocock, Vice President Robert Berkmoes, Secretary/Treasurer Ralph Warner, Commissioner Thomas Murphy, Commissioner Rudy Cabata, Commissioner Ron Lamoreux, Superintendent William Casarella, Assistant Superintendent Albert Fiorillo and Office Supervisor and Recording Secretary Maria Nason.

### **2.) APPROVAL OF MINUTES FOR JANUARY 9, 2020 BOARD MEETING:**

Commissioner Cabata made a motion to accept the minutes with a correction. Commissioner Lamoreux seconded the motion and it was passed by a voice vote with Commissioner Berkmoes and Commissioner Warner abstaining.

The correction is as follows: On page 4, under Executive Session, “the motion was seconded by Commissioner Warner” should have read “the motion was seconded by Commissioner Murphy.”

### **3.) COMMUNICATIONS:**

#### **a.) Communication from the Public:**

Kim Freyler of Ruy Lane, Southington addressed the Board. She stated she had a leak on her water service at her residence in January. Because she has a meter well, the water leak registered through the water meter. She stated this was the second leak she has had in two years. She asked the Board to consider offering her a credit for the usage. Because Mrs. Freyler is covered under the Department’s line protection plan and her repair did not meet the maximum allowable benefit, Commissioner Berkmoes made a motion to include the portion of the water bill that was generated due to the leak as part of the repair bill. Commissioner Cabata seconded the motion and it was passed on a voice vote.

#### **b.) Communication from Administration:**

Superintendent Casarella informed the Board all the building light and the VFD’s on the heating pumps and air conditioning has been completed.

Superintendent Casarella informed the Board that he received a complimentary letter from a Mr. Pockowski, thanking both Joe Beharry and Heather Maldonado for their superb service in assisting him with an issue at his home. A complimentary memo was issued to both employees and has been put in their personnel files.

Superintendent Casarella also stated there are currently two employees out with worker compensation injuries and one employee who has been approved for intermittent FMLA for a medical issue.

Superintendent Casarella notified the Board there was an emergency communication issue at the West Queen Street and Village Gate Tanks. There was complete loss of communication for the SCADA operation due to faulty radio and micro-wave link. Goosetown Communications has set the Department up with a temporary fix. He received a quote of \$14,805.57 for all parts and labor for new radios, cable replacement and installation of new antenna for the West Queen and Village Gate Tanks. The antennas normally last 5-10 years. These two sites are critical for the communication system. The Superintendent informed the Board he approved the repair.

**c.) Communication from Board Members:**

None.

**4.) NEW BUSINESS:**

**a.) Woodland Heights**

Attorney Tony Denorfia addressed the Board regarding an assessment the Department was requesting for part of his development which fronts Loper Street. Attorney Denorfia stated the property that fronts Loper Street is being held for open space by the homeowner's association and he did not believe he should be required to use the stubs in Loper Street. There are currently five stubs. Attorney Denorfia agreed to use two of the five stubs to service two of the homes in the Association. He requested the assessment be equivalent to his usual cost of placing a main to curb. Commissioner Berkmoes made a motion to charge \$1,300 per lot. Commissioner Murphy seconded the motion and it was passed on a voice vote.

**b.) 2018-2019 Audit by Budwitz & Meyerjack, P.C.**

Scott Burleigh of Budwitz and Meyerjack, P.C. presented his audit findings to the Board. Hard copies of the audit were distributed and reviewed via a power point presentation.

Utility operating expenses, cash flow, construction projects, and debt service were reviewed and discussed with the Department's debt to equity ratio and debt service coverage ratio being stated as satisfactory.

**c.) Proposal for Water Supply and Demand Study**

Superintendent Casarella stated that a water supply and demand study is currently needed. It is recommended this study is completed every 10 years and the Department's last study was done in 2006. He presented the Board with quote from Tighe and Bond for \$25,000.00. Commissioner Berkmoes made a motion to allocate \$25,000 to the study. Commissioner Murphy seconded the motion it was passed on a voice vote.

**d.) Water Fluoridation Quality Award**

Superintendent Casarella informed the Board the Department received the water fluoridation quality award for achieving and maintaining monthly optimum fluoride levels for 12 consecutive months. Superintendent Casarella recognized the treatment staff for their exceptional work.

**5.) FINANCIAL MATTERS:**

**a.) Review of Water Billings & Outstanding Jobbing Bills & Approval of Invoices:**

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

**b.) Water Service Line Protection Plan:**

Office Supervisor Nason stated there was a net of 6 additions for January with 2 additions to commercial line protection.

**c.) Review of Financial Statements:**

The budget vs. actual comparison report thru December 31<sup>st</sup> was included with the financials this month.

**6.) COMMITTEE REPORTS:**

**a.) Executive Committee:**

No meeting.

**b.) Infrastructure Committee:**

Superintendent Casarella reviewed with the Board the minutes of the infrastructure committee meeting held in January. The Committee prioritized the following capital projects.

1. Water Supply and Demand Study
2. Well 9
3. Iron and Manganese Plants
4. Lead Gooseneck Services
5. Treatment Plant Filters
6. Automated Meter Infrastructure
7. Reservoir 3 Dredging

Superintendent Casarella spoke at length regarding Well 9. A replacement well could cost between \$1.1 million and \$2.5 million. He stated that it should be put in the Intended Use Plan (IUP) which needs to be submitted to DWSRF to secure funding. This well is a priority.

Superintendent Casarella also spoke about the state requirements and concern's with manganese. The State DPH is requiring towns to come up with a Notification letter and an Action Plan to be submitted to them for review. The Notification letter will be used to inform customers in certain areas of Town with elevated levels of manganese. The letter was distributed to the Board for review. The preliminary cost estimate for construction of three manganese plants is approximately \$18 million dollars. Applications for IUP through DWSRF funding will be necessary.

He also spoke about looping water main on South End Road, extending water main on West Queen Street to Queen St., installing water main on Shuttle Meadow Road, and installing a PRV Vault in Flanders Road.

**c.) Policy and Procedures Committee:**

No meeting.

**7.) OLD BUSINESS:**

**a.) Well 2A:**

Superintendent Casarella stated the Well 2A project has been completed. Woodard and Curran and he are working with DPH on updating Well 2. There may be an issue because the well is in the 100-year flood plain. A submergible pump may need to be installed.

**b.) Mill Street Tank Project:**

Superintendent Casarella stated the electric service/cell carrier updated design is finished. Cell carrier language and agreements are on-going. The tower foundation and piers have been poured. The tower is being delivered and should be installed towards the end of the month.

**c.) Well 9 Update**

See 6b.

**d.) Reservoir 2 Gate Chamber Inspection**

Superintendent Casarella stated that as part of the 2016 DEEP requirements, the gate chamber needs to be repaired at Reservoir 2. He received a budget proposal from Tata and Howard for \$210,000. Superintendent Casarella stated three qualified bids need to be received before proceeding. This work needs to be performed in the Fall. He believes engineering permitting will be completed by June, bids by July, contractor by August, and work to begin in October 2020.

**e.) Tuition Reimbursement**

Superintendent Casarella briefly discussed the MOM for tuition reimbursement. This was referred to executive session as it is a negotiation matter.

**f.) Future Quality and Treatment Plans**

See 6b.

**g.) Update on Servicing Water to Development on Rt 10 in Cheshire**

Superintendent Casarella stated he has had numerous meetings with Regional Water Authority regarding servicing water to a development on Route 10 in Cheshire. For the project to move forward, Southington will need to provide the water for now. Regional Water intends to take over the service area in the future. There will need to be an Exclusive Service Rights Agreement drafted.

**h.) Update on Customer Refusal to abide to SWD specifications**

This was referred to executive session as it is a negotiation matter.

**i.) Commercial Line Protection**

On request from the Board, management staff reviewed the plan and recommended to leave the plan as is and revisit again in one year.

**j.) Town of Southington CBYD Claim**

The insurance company for the Town of Southington has agreed to pay \$6,000 for one claim for the mismarked CBYD. Since there were two claims, they are inquiring about the second.

**EXECUTIVE SESSION ANTICIPATED FOR PERSONNEL AND NEGOTIATION**

**MATTERS:** Commissioner Cabata made a motion for adjournment to Executive Session, barring the public and the press but to include Superintendent Casarella and Assistant Superintendent Fiorillo. The motion was seconded by Commissioner Berkmoes and it passed on a voice vote at 8:30 p.m.

**ADJOURNMENT:**

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

The meeting adjourned at 9:18 pm

Attest: William M Casarella  
William Casarella, Superintendent