

# **BOARD OF WATER COMMISSIONERS REGULAR MEETING THURSDAY, MAY 14, 2020**

There was a regular meeting of the Board of Water Commissioners held on Thursday, May 14, 2020. A recording of this meeting can be found at the Department office.

1.) **CALL TO ORDER:** The meeting was called to order at 6:03 pm by President Erika Pocock. A quorum was determined by the President.

**IN ATTENDANCE:** 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 APRIL 9, 2020 BOARD MEETING:**

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

3.) **COMMUNICATIONS:**

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

The public was invited to call in via teleconference. No calls were received.

b.) **Communication from Administration:**

Superintendent Casarella stated Verizon is interested in obtaining the last spot available on the Mill Street Tank tower. Due to current work being done at the site Casarella may wait until other antenna's and communications are finished before Verizon is added.

Superintendent Casarella stated he received a phone call from a customer complimenting Ryan Libby for his exceptional work at this home. He stated he was very appreciative that Ryan took the proper precautions when entering his home due to the current situation with COVID. Superintendent Casarella shared the compliment with Ryan and he will document his personnel file.

Superintendent Casarella informed the Board the Lorenzo DelSanto has been promoted to pipeline inspector. He moved into this position after John Formeister was promoted to Meter Repairman.

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

President Pocock stated she received a phone call from a customer who was very upset about the level of manganese in the water in his area. She explained to the gentleman that the Department is working closely with CT DPH and that the Board is taking the situation seriously. She contacted Superintendent Casarella to discuss measures to help the customer. Both Superintendent Casarella and Assistant Superintendent Fiorillo spoke with the gentleman and explained in more detail the concerns and effects of manganese in water. Superintendent Casarella reached out to the toxicologist at CT DPH who will reach out to the customer.

**4.) NEW BUSINESS:**

**a.) Lab Bids for Monthly and Quarterly Sampling:**

Assistant Superintendent Fiorillo presented the Board with three bids for monthly and quarterly water sampling. After a brief discussion about logistics, Commissioner Cabata made a motion to award the Quarterly Sampling Laboratory Bid to Microbac and the Monthly Sampling Laboratory Bid to EML. Commissioner Lamoreux seconded the motion and it was passed on a voice vote.

**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 Warner and it was passed on a voice vote.

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

Office Supervisor Nason stated there was a net of 19 additions to residential line protection for April 2020.

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

No comments.

**6.) COMMITTEE REPORTS:**

**a.) Executive Committee:**

No meeting.

**b.) Infrastructure Committee:**

There was a workshop via teleconference held on April 23, 2020.

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

No meeting.

## 7.) OLD BUSINESS:

### a.) Stone Bridge Crossing

The Board reviewed plans presented and spoke with developer, Paul Bauman, via telephone. Flow test results were discussed as well as water main size and installation. Commissioner Berkmoes made a motion to provide water and accept the conceptual plan based on the information the Department received today but with refined details to the Board's requirements regarding materials and layout. Commissioner Murphy seconded the motion and it was passed on a voice vote.

### b.) Budget 2020-2021

A draft budget for FY 2020-2021 was presented to the Board for review. Office Supervisor Nason reviewed income and expenses. Superintendent Casarella reviewed the capital items in detail. He explained he has budgeted for a pilot study to determine which type of manganese treatment plant, green filter vs. biological, and which well would benefit the most from the manganese plant. The final budget will be presented at the June board meeting.

### c.) Coronavirus

Assistant Superintendent Fiorillo stated he continues to participate in weekly webinars with CT DPH. The Department will need to develop a re-opening plan prior to bringing back staff.

### d.) Well 2A and Well 2 Remediation

Superintendent Casarella presented the Board with two estimates for building replacement or building remediation at Well 2 submitted by Woodard and Curran. After review of the estimates, Commissioner Warner made a motion to accept estimate #1, remediation. Commissioner Lamoreux seconded the motion and it passed on a voice vote.

### e.) Mill Street Tank Update

Superintendent Casarella stated they are working on the electric conduit; meter bank and the communication building was set today. The electrical work will pick up considerably after the building is set. He has been in contact with the homeowners of the easement regarding restoring their property. The grass will need to be re-seeded in the Fall and he will stay in contact with the homeowners to ensure they are satisfied with the restoration. The new tank will be chlorinated and begin filling on Monday, May 18<sup>th</sup>. Commissioner Murphy asked when the communications will be transferred. Superintendent Casarella stated the target date is July 1<sup>st</sup>. Commissioner Berkmoes stated the completion date should be met.

**f.) Well 9 Update**

Superintendent Casarella stated the bonding procedure is almost complete. Weston & Samson continue to work on the permitting process and has submitted documentation for Well 10 to DEEP. DEEP has stated they have received the application and it is in review.

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

See 7b.

**h.) Update on Customer Refusal to Abide to SWD Specifications**

Superintendent Casarella stated a letter to the homeowner outlining our requirements will be sent out shortly by Attorney Catino.

**i.) Phone System**

Office Supervisor Nason spoke with the Board regarding the current phone system. She stated she reached out to the Department's current vendor to discuss options for upgrading the phone system. Superintendent Casarella has included money in the budget for an upgrade. The Board agreed to move forward requesting the vendor meet with staff to evaluate the system on site. A meeting will be scheduled with the vendor.

**EXECUTIVE SESSION ANTICIPATED FOR PERSONNEL AND NEGOTIATION**

**MATTERS:** Commissioner Warner 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 8:34 pm.

**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 9:51 pm

Attest: William M Casarella  
William Casarella, Superintendent