

BOARD OF WATER COMMISSIONERS SPECIAL MEETING THURSDAY, DECEMBER 10, 2020

There was a special meeting of the Board of Water Commissioners held on Thursday, December 10, 2020. A recording of this meeting can be found at the Department office.

1.) **CALL TO ORDER:** The meeting was called to order at 5:30 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.) **EXECUTIVE SESSION FOR PERSONNEL MATTERS:** Commissioner Cabata made a motion for adjournment to Executive Session, barring the public and the press but to include Office Supervisor Maria Nason. The motion was seconded by Commissioner Murphy and it passed on a voice vote at 5:32 pm.

Commissioner Warner made a motion to reconvene back to Regular Session at 6:26 p.m. The motion was seconded by Commissioner Cabata and it passed on a voice vote. Regular Session reconvened at 6:30 p.m. after a four-minute recess.

3.) **APPROVAL OF MINUTES FOR NOVEMBER 12, 2020 BOARD MEETING:**

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

4.) **APPROVAL OF MINUTES FOR NOVEMBER 21, 2020 SPECIAL BOARD MEETING:**

Commissioner Cabata made a motion to accept the minutes with the addition that Vice-President Berkmoes chaired the meeting at the request of President Pocock. Commissioner Murphy seconded the motion and it was passed by a voice vote.

5.) **APPROVAL OF MINUTES FOR DECEMBER 3, 2020 SPECIAL BOARD MEETING:**

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

6.) **COMMUNICATIONS:**

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

None.

b.) Communication from Administration:

Superintendent informed the Board there was a leak on Summit Street which required shutting water off to The Summit at Plantsville nursing home. After discussing with the Town Health Department, it was agreed the leak would be repaired on Wednesday. SWD staff made some interior plumbing improvements which allowed for a tanker truck to provide the nursing home with water while fixing the leak. The leak took approximately 8 hours to repair and Superintendent Casarella stated staff did an incredible job under difficult circumstances.

Superintendent Casarella stated that due to the COVID-19 pandemic, he felt it was necessary to cancel the annual Christmas lunch. The Board agreed.

c.) Communication from Board Members:

President Pocock thanked the Board for the get-well basket that was sent to her.

Commissioner Cabata stated that his neighbors, Mr. and Mrs. Walker who live on Prospect Street, complimented the staff on doing an incredible job on the Summit St leak. They stated they were kept informed and the clean up was meticulous.

7.) NEW BUSINESS:

a.) Schedule of the Board of Water Commissioner Meetings for 2021:

Superintendent Casarella presented the proposed Board of Water Commissioner meeting schedule for 2021. The meetings will be held on the second Thursday of each month, except for November which would be Wednesday, starting at 6:00 pm. Commissioner Berkmoes made a motion to accept the 2021 meeting schedule with the July 8, 2021, meeting being held July 1, 2021. The motion was seconded by Commissioner Murphy and was passed unanimously by a voice vote.

8.) FINANCIAL MATTERS:

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

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

b.) Water Service Line Protection Plan:

There was a net loss 8 applicants for November due to the large number of closings.

c.) Review of Financial Statements:

Office Supervisor Nason stated sales and collections from July through November have exceeded budget projections.

9.) COMMITTEE REPORTS:

a.) Executive Committee:

No meeting.

b.) Infrastructure Committee:

No meeting.

c.) Policy and Procedures Committee:

No meeting.

10.) OLD BUSINESS:

a.) Well 10:

Superintendent Casarella stated the general application for Well #10 and the wellsite application have been submitted to CT Department of Public Health for review on December 7th. He will be contacted by DPH on the status of their review once it is assigned to a reviewer. Good news from DEEP is they have extended the time frame for the (RFI) Request of Information as required by regulation within four months of the request. DEEP has agreed to postpone issuance of the RFI from the end of December to the end of February, thus requiring a response by June 30, 2021. Postponement beyond that date will not be possible. The renewal permit for Well 10 is quite complex and includes our River Flow Management Plan that involves around 85% of our supply. Weston and Sampson are working on this and it could be a long, drawn out process.

For the above reason, Superintendent Casarella requested the Board approve up to \$25,000.00 for Weston and Sampson to research and investigate the renewal permit for Well 10 which includes Patton Brook Well.

Commissioner Berkmoes made a motion to approve up to \$25,000.00 for the research and investigation of the renewal permit for Well 10, which includes Patton Brook Well. Commissioner Murphy seconded the motion and it was approved by a voice vote.

b.) New Britain Well/Patton Brook Well:

Superintendent Casarella stated he has been in touch with DEEP and again emphasized his concern about New Britain Water using the New Britain Well since the well registration states only Southington has rights to draw water.

c.) Manganese Pilot Study:

Assistant Superintendent Fiorillo presented the Board with a comparison summary of the pilot study proposals. To allow more time for review of the proposals, Commissioner Cabata made a motion to table this item until January. Commissioner Berkmoes seconded the motion and it was passed by a voice vote.

d.) Contract Negotiations:

As this is a negotiation matter, this will be referred to Executive Session.

e.) **Valley Water – Shuttle Meadow Water Main:**

Superintendent Casarella received a draft agreement from Attorney Ann Catino regarding the purchase of the Shuttle Meadow water main from Valley Water. The purchase will need to be reviewed by P.U.R.A.

f.) **Coronavirus:**

Assistant Superintendent Fiorillo reviewed an EMFLA request form that was created by the Department's labor attorney. Employees who request EFMLA will be required to complete the form and provide documentation, when necessary.

Superintendent Casarella discussed his staffing concerns with the Board due to the pandemic.

g.) **Well 2A and Well 2 Remediation:**

Superintendent Casarella informed the Board the bulk of the remediation work is complete. He stated samples found some additional PCBs in the floor which were removed. He is now awaiting confirmation that the new samples passed. Once the samples have passed, the electrical and the mechanical work can be completed.

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

Superintendent Casarella stated the project is winding down except for two items and a small punch list. Due to the abundant amount of rain this past month, seeding could not be done. After meeting with Tabacco Brothers and the landscaper, it was agreed seeding should be done in the Spring. The driveway was paved in the rain and there is currently an issue with a section that has been compromised. This will have to be addressed in the Spring also.

The loan for the project is due to be close in January.

i.) **Water Rates:**

No discussion.

j.) **Stone Bridge Crossing:**

Superintendent Casarella stated he has been actively working on a MOU with Regional Water and the Developer's attorney.

k.) **Cybersecurity:**

The Board reviewed a letter that will be sent to those affected by the security breach. As this is a personnel matter, further discussion will be referred to Executive Session.

l.) **PRV Vault for Laning Street:**

Assistant Superintendent Fiorillo stated the design is approximately 75% complete. The project bid will go out in January with a project start date of early April 2021. Commissioner Murphy questioned the size of the vault/pipe. Currently the design calls for an 8" vault/pipe. Assistant Superintendent Fiorillo will gather more information for Commissioner Murphy.

m.) Reservoir 2 Vault Chamber:

Assistant Superintendent Fiorillo stated the project is almost complete. The install bonnet was refurbished and operates like brand new. The hatch door was cut out and the gate chamber ladder replaced.

n.) Treatment Plant Filters:

Superintendent Casarella stated he is still working on getting prices to upgrade the filters, media, valves, and chemical pumps, instead of completely replacing the filters. This project will be budgeted next year. By upgrading the above, the hope is the filters will remain viable for at least another ten years.

o.) Succession Planning:

Training for the Treatment Foreman continues and is going well. Cross training of the office staff has begun. The Superintendent stated he will be retiring April 9, 2021. Commissioner Berkmoes will be working with a recruiter to find applicants for the position.

11.) 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 Murphy and it passed on a voice vote at 8:04 pm.

Commissioner Cabata made a motion to reconvene back to Regular Session at 9:52 p.m. The motion was seconded by Commissioner Warner and it passed on a voice vote.

ADJOURNMENT:

Commissioner Cabata made a motion to adjourn the meeting. Commissioner Berkmoes seconded the motion and it passed on a voice vote. The meeting adjourned at 9:53 p.m.

Attest: William M. Casarella
William M. Casarella, Superintendent