

RECEIVED

JAN 26 2016

WATERFORD UTILITY COMMISSION

"CORRECTED COPY"
WATERFORD UTILITY COMMISSION
REGULAR MEETING MINUTES

DATE: December 15, 2015
LOCATION: Municipal Complex - 1000 Hartford Turnpike
PRESIDING: Ken Kirkman
MEMBERS PRESENT: Ken Kirkman, Ray Valentini, Rodney Pinkham
OTHERS PRESENT: Neftali, Soto, P.E. Director, James Bartelli, Assistant Director; Nick Kepple Town Counsel

Chairman Kirkman called the meeting to order at 6:10 P.M.

Citizens Sessions

No Citizens present

Secretary's Report

Motion made by Ray Valentini to accept the minutes of 11/17/15 as written
Seconded by Rodney Pinkham
Vote – Unanimous

Accounting Adjustments

The commission reviewed and accepted the following accounting adjustments:

SEWER USE ADJUSTMENTS 12/15/15

<u>DATE</u>	<u>TYPE</u>	<u>AMOUNT</u>	<u>REASON</u>	<u>rate_code</u>
12/2/2015		\$ (2.00)	ADJ INTEREST	INT
12/2/2015		\$ (2.50)	ADJ INTEREST	INT
11/23/2015	SUI	\$ 437.79	ADJ-ERROR	SU
11/23/2015	SUI	\$ 36.18	ADJ-ERROR	INT
12/3/2015		\$ 10.59	ADJ INTEREST	INT
12/2/2015		\$ (0.51)	ADJ INTEREST	INT
12/2/2015		\$ (0.78)	ADJ INTEREST	INT
12/9/2015		\$ (20.28)	ADJ INTEREST	INT
12/4/2015		\$ (20.26)	ADJ INTEREST	SU
12/2/2015		\$ (6.66)	ADJ INTEREST	INT
12/3/2015	SUD	\$ (33.91)	NL ADJUSTED	SU
12/2/2015		\$ (2.25)	ADJ INTEREST	INT
12/2/2015		\$ (0.17)	ADJ INTEREST	INT

TOTAL ADJ \$ 395.24

RECEIVED FOR RECORD 1/25/2016 @ 9:40 AM
M. ATTEST David J. Curran
TOWN CLERK mat

Expenditures – Approval of Bill List

The commission reviewed the bill list as submitted

Motion made by Rodney Pinkham to accept the bill list

Seconded by Ray Valentini

Vote – Unanimous

Old Business – Reports and Updates

Collections:

The commission went directly to the collections to discuss with the town counsel. Attorney Kepple said the collections were going well – approaching \$100,000.00. They have backed off a bit for the holiday season. Many have made payment plans.

Attorney Kepple suggested that they make a set of credentials for circumstances that are beyond the typical circumstances. It is believed that we have an old policy on criteria to grant financial hardship. Mr. Kirkman asked attorney Kepple to bring these ideas to next months' meeting.

WW Funds Revenues

The list was reviewed – no action needed

Wastewater SCADA project

The funds were approved at the December 7, 2015 RTM Meeting. The funds will be available on December 22, 2015. Once the funds are available, the bid can be awarded. Mr. Soto will be writing a letter to the Board of Selectman for bid award for their meeting in January.

Unfinished Business

On-going projects update – Blue Hills PS Construction

Blue Hills has begun construction. The HVAC units are out. They have begun cleaning the wet wells. The project is moving along nicely. Mr. Bartelli reported they will need to core a hole in the floor for a new valve.

Municipal Complex Rehab Status – Update

The committee had a meeting on December 14, 2015. The committee will be having the architect put finishing touches on the plans. There should be new members joining the committee in the first of the year. Mr. Soto reported the 8-24 was approved for the project at the P&Z meeting. Mr. Pinkham asked what authority the building committee has for this project, Mr. Soto will get back to him. The path for success is in line, and the committee is hoping the town sees the need for this project.

New Business

Schedule Public Hearing for Harrison's Landing Sewer Assessments & Maple Court Water and Sewer Assessments (Feb 16, 2016 meeting)

A list will be supplied to WUC prior to the public hearing. They have not levied assessments to the residents yet.

WUC Maintenance Building – Older roof sections repairs

The insurance will not cover the leaks in the roof due to the age of the roof. Mr. Soto has submitted a request of \$45,000.00 for the repairs through the CIP. This money will not be available until July of 2016. If the commission wishes to do any repairs to the roof prior to that it would need to come out of the enterprise fund or sewer department and Maintenance Fund.

Mr. Bartelli stated that the roof is currently flat. Not an ideal type of roof for New England. A contractor had suggested constructing a slope from the new roof. This would be a more ideal repair. The estimate for this work is approximately \$30,000.00.

The recommendations are to tarp the roof for now, and wait until the new fiscal year and funding are available. This is not an idea that the commission is interested in. They feel this is a town building and the repairs should not be pushed off. There should be a way to get this repaired in a more timely manner. The insurance company will cover the repairs to the inside of the building – but that is on hold until the roof is repaired. The town believes the commission can make the repairs out of the enterprise fund. The commission believes there is not an adequate amount in that line item in the event of a major emergency in the town. There should be approximately 10% of the assets –and there is barely 1% in that fund.

The commission asked Neftali to get prices for the complete repair and then call a special meeting for a vote on the best way to move forward on the project.

Water – New London Report

No water report for this month. NLWPCA did not meet, so next month you will get 2 reports.

Waterford/CTDPHS MOU Compliance – proposals from Lenard Engineering

Waterford & New London need to have better communication to share information when work is being performed on our infrastructure. A protocol should be written and brought to the meeting next month for discussion.

Asset Management plan. An extension was sent to request as this is due by December 31, 2015. Lenard believes the format will be accepted by the state, but it was recommended to confirm Waterford fits in the small system as written, as members believe we are too large for this format. A phone call to Mandy Smith of the Department of Health would straighten any confusion out.

Motion made to approve the proposals from Lenard Engineering made by Rodney Pinkham

Seconded by Ray Valentini

Vote – Unanimous

Correspondence

- 48 Great Neck Road called the office today to meet with Jim Bartelli. The bill hasn't been paid since 2011. The house has been vacant – although we are waiting for proof. Jim asked for Eversource past invoices to see if there is activity. There are many factors with this issue – the

assessors office has the house listed as a 2 family home, so the base price is more than what has been billed. Any action on this address is tabled until further investigation can take place.

- Maxum Letter – 40 Yorkshire Drive. Need to know when the homeowner noticed the error in the billing. More research is needed before action can be taken.
- 21 West Strand – Susan McGuire. The house was demolished. No one was asked to witness the cap off. The desire is to waive the consumption charge of \$74.06, but continue to charge the EDU.

Motion made to send the letter written by Mr. Soto to Mrs. McGuire made by
Rodney Pinkham

Seconded by Ray Valentini

Vote – Unanimous

21A & 21B Giovani Drive had to resubmit the drawings to P&Z for a minor change in the plans.
No action needed at this time.

Plans Review

Mr. Bartelli reviewed the plans for the resubmission of Doyle Road / Katherine Court . They originally had 16 lots and now the plan only has 10 lots. They are now proposing to do on-site septic for 9 lots and 1 will be able to connect to the sewer system out on Niantic River Road. These plans are only at Conservation Commission now – a more detailed plan will be submitted for Jim’s review at a later date.

Eugene O’Neill had a major water break in the pipes within the beach / O’Neill property. Utility Commission had to make those repairs because of where the break happened was within the town responsibility pursuant to a Memorandum of Understanding between the City and the Town. B&W will be giving an estimate for repairs to the system. No action needed at this time.

Personnel

Nothing to report at this time

Adjournment

Motion was made by Rodney to adjourn the meeting

Seconded by Ray Valentini

Vote – Unanimous

The meeting adjourned at 8:40 PM

Respectfully Submitted,



Sandy Kenniston

Recording Secretary