

WATERFORD UTILITY COMMISSION  
REGULAR MEETING MINUTES

DATE: May 17, 2016

PLACE: Waterford Municipal Complex

PRESIDING: Peter Green, Chairman

MEMBERS PRESENT: Peter Green, Ken Kirkman, Ray Valentini, and Rodney Pinkham.

OTHERS PRESENT: Neftali Soto, P.E., Director, James Bartelli, Assistant Director, and Nick Kepple, Legal Counsel.

Chairman Green called the meeting to order at 6:00 p.m.

CITIZEN SESSION

No citizens present.

SECRETARY'S REPORT

MOTION made by Mr. Pinkham to accept the minutes of the April 19, 2016 Regular meeting. Mr. Valentini seconded.

VOTE: Unanimous.

ACCOUNTING ADJUSTMENTS

ADJUSTMENTS 5/17/16			
DATE	TYPE	AMOUNT	REASON
5/4/2016		\$ (4.62)	ADJ INTEREST
5/3/2016	SUI	\$ 9.46	REVERSE CRED
5/3/2016	SUD	\$ (39.46)	CREDIT BAL
5/11/2016	SUD	\$ (2,215.67)	CORRECTIONDUPBILL
5/11/2016	SUD	\$ (32.88)	CORRECTION
4/27/2016	SUD	\$ (233.17)	NL ADJUST
4/22/2016	SUD	\$ (406.24)	NL ADJUST
5/2/2016	SUD	\$ (180.00)	CREDIT 4 QTRS EDU
4/26/2016	SUI	\$ 1,008.00	NL ADJUSTDUPCR
4/26/2016	SUD	\$ (104.00)	CORRECTION
5/11/2016	SUD	\$ (841.47)	WATER LEAK
5/11/2016	SUD	\$ (8.34)	WATER LEAK
5/6/2016	SUD	\$ (6.56)	USE CREDIT
VARIOUS		\$ (315.86)	ADJ INTEREST
<b>TOTAL ADJUSTMENTS</b>		<b>\$ (3,370.81)</b>	

ATTEST: *David L. Campo*  
 TOWN CLERK  
 16 MAY 24 AM 11:56  
 RECEIVED FOR RECORD  
 WATERFORD, CT

The Commission reviewed and accepted the Accounting Adjustments.

EXPENDITURES – APPROVAL OF BILL LIST

MOTION            made by Mr. Kirkman to approve the Bill List dated May 17, 2016. Mr. Pinkham seconded.

VOTE              Unanimous.

OLD BUSINESS – REPORTS AND UPDATES

- FINANCIALS-WW FUND REVENUES/EXPENDITURES REPORT-CAPITAL PROJECTS/COLLECTIONS  
Mr. Soto reviewed the financial reports with the Commission and discussed comparison to last year, differences mainly due to the timing of receipt of the Treatment Bill from New London. Mr. Soto distributed copies of the On-going Capital Projects report noting that Wright-Pierce is proceeding with the design of the grit station.
- BLUE HILLS PUMPING STATION REHAB – UPDATE  
Construction is progressing, Mr. Soto estimates construction to continue for another month and one-half.
- SCADA PROJECT – UPDATE  
Mr. Soto reported that the contractor has the central panel with computers running simultaneously in the Maintenance Building and will be beginning work in the remote pump stations.
- GRIT STATION – UPDATE  
Wright-Pierce is approximately 80% finished with the design phase of the grit station. The CGS 8-24 review with P&Z was successful. When the design plans are finalized the next step will be to return to P&Z for the plans approval.
- MUNICIPAL COMPLEX REHAB – UPDATE  
Mr. Kirkman updated the Commission reporting that the architect is waiting for electrical and mechanical designs from their contractor, along with changes to the light systems. The Building Committee has decided to require small HVAC units throughout the complex as opposed to one large HVAC system for the entire complex. The RTM approved an additional appropriation of \$38,000 for the plans.
- FOG PLAIN ROAD – PLASTIC SERVICES REPLACEMENT PROGRAM UPDATE  
The Commission discussed issues with the construction and repaving on Fog Plain Rd. Mr. Soto informed the Commission that the bids for repairs to the plastic services on Fog Plain Road will be opened Friday, May 20, 2016. Mr. Soto updated the Commission regarding repairs to the water main break on Fog Plain Road. New London has two bids for the repair of the water main the lowest bid is for \$12,000.

MOTION made by Mr. Kirkman to share the cost with New London for the final repair of the water main on Fog Plain Road as quoted by B & W Paving for \$12,000.00, with Waterford's \$6,000.00 from the Water Systems Improvement Fund. Mr. Valentini seconded.

VOTE Unanimous.

- O'NEILL CENTER – WATER MAIN REPAIR UPDATE  
Mr. Bartelli reported that the O'Neill Center water main repairs are finished. While working at the site a buried valve was uncovered further investigation is ongoing to determine the purpose of the valve.

#### UNFINISHED BUSINESS

No Unfinished Business.

#### NEW BUSINESS

- PRELIMINARY REVIEW – WASTEWATER ENTERPRISE FY 17 BUDGET  
Mr. Soto reported that the 2017 Enterprise Budget was almost complete and he will email to the Commission members when it is finished for their review.

#### WATER

- The Commission discussed the Veolia operating report and the new pump station at Lake Konomoc which reaches down 28 feet increasing the water yield from the lake.
- LEAD TESTING AT VARIOUS TOWN BUILDINGS – RESULTS  
The Commission discussed the results of the lead testing report, Chairman Green reported that there was an article in the New London Day presenting the results of the testing.

#### CORRESPONDENCE

- A letter was received from 16 Strand Road requesting relief from the sewer use charges on the April bill due to a leak in a water line. Chairman Green requested Mr. Soto have the office contact the Hendel's to let them know we need proof that leak was repaired prior to issuing credit.

#### PLANS REVIEW

Mr. Bartelli reviewed the following plans:

- PL-16-13 – 122 – 124 Boston Post Road – Mr. Bartelli indicated that the proposed water installation does not comply with the City of New London ordinance requiring separate services for domestic and fire. Looping the water main from Boston Post Road to Miner Lane was suggested.

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- PL-16-7 – Doyle Road – Kathryn Ct – plans are to have only 1 property connecting to sewer.

The Commission discussed the once per year schedule of assessing liens on delinquent sewer use balances. After discussion it was agreed that the WUC office will continue to assign liens once per year in February with the cut off for the delinquency to be from the October 1 billing instead of the January 1 billing as in the past.

#### PERSONNEL

Mr. Soto reported that the Personnel Review Board approved the updated Accounts Receivable Clerk Job Description and the position is being posted. Mr. Soto and Mr. Bartelli are reviewing the current job description for the open Sewer Maintenance Operator position, when finished the position will be forwarded to the Director of Human Resources.

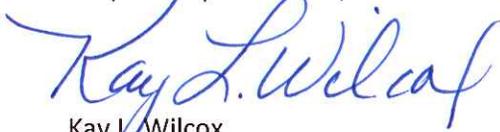
#### ADJOURNMENT

With no further business before the Commission, the meeting adjourned at 7:21 p.m.

MOTION        made by Mr. Pinkham to adjourn. Mr. Kirkman seconded.

VOTE            Unanimous.

Respectfully submitted,



Kay L. Wilcox  
Recording Secretary