

WATERFORD UTILITY COMMISSION  
REGULAR MEETING MINUTES

TESTE  
TOWN CLERK

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RECEIVED FOR RECORD  
WATERFORD, CT

DATE: August 16, 2016  
PLACE: Waterford Municipal Complex  
PRESIDING: Ken Kirkman, Acting Chairman  
MEMBERS PRESENT: Ken Kirkman, Ray Valentini, and Rodney Pinkham  
OTHERS PRESENT: Neftali Soto, P.E., Director, Jim Bartelli, Assistant Director, Nick Kepple, Legal Counsel, Cheryl Larder, Board of Finance Liaison, Louis and Sandy Caldrello, and Fernando Dazzi.

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

CITIZEN SESSION

The Caldrellos informed the Commission that they had been visited by Ledgelight to evaluate their septic but have not received a written evaluation. The Caldrellos have also requested a second quote from a contractor to connect to the sewer and are waiting for the written quote. Mr. Soto requested the Caldrellos contact him when they have the paperwork necessary and he will put the topic on the meeting agenda. Attorney Kepple will check to see if the Commission's review of the request to grant an extension for connection to the sewer needs to be scheduled as executive session.

SECRETARY'S REPORT

MOTION made by Mr. Pinkham to approve the Minutes of the July 19, 2016, meeting.  
Mr. Valentini seconded.

VOTE Unanimous

ACCOUNTING ADJUSTMENTS

**ADJUSTMENTS 8/16/16**

DATE	AMOUNT	REASON
7/29/2016	\$ 3,787.98	XFERASSESSM
7/21/2016	\$ 1,260.00	EDU CHANGE
7/21/2016	\$(1,221.00)	EDU ADJUST
Various	\$ (254.26)	INTEREST

**TOTAL ADJ    \$ 3,572.72**

**EXPENDITURES – APPROVAL OF BILL LIST**

**MOTION**            made by Mr. Pinkham to accept the Bill List dated August 16, 2016. Mr. Valentini seconded.

**VOTE**              Unanimous.

**OLD BUSINESS – REPORTS AND UPDATES**

- **FINANCIALS-WW FUND REVENUES/EXPENDITURES REPORT-CAPITAL PROJECTS/COLLECTIONS**  
Mr. Soto distributed the Financial Reports explaining they reflected activity as of the end of July and did not include the amounts on the current Bill List. Attorney Kepple distributed copies of the summary of previous year's collections.
- **BLUE HILLS PUMPING STATION REHAB – UPDATE**  
Mr. Soto pointed out that the Commission has just approved the final payment to the contractor for this pump station and that the bond will be held for a year. The Commission discussed the force main from Harvey Avenue to Evergreen pump station.
- **SCADA PROJECT IMPLEMENTATION – UPDATE**  
Mr. Soto reported all the hardware in place, the contractor had to change some antennas. Contractor is moving alarms from old system to new and migrating sensors to the new SCADA system. The vendor is coming next week and is hoping to be 100% functional in approximately a month.
- **GRIT STATION – PROCESS STATUS UPDATE**  
Mr. Soto reported that the public hearing for the grit station will be held on 9/12/16.
- **MUNICIPAL COMPLEX REHAB – PROCESS STATUS UPDATE**  
Mr. Soto reported that the architect is to give a presentation to Planning & Zoning on August 22.
- **MAINTENANCE BUILDING ROOF REPAIR – PROGRESS REPORT**  
Mr. Soto reported that the financing has been secured and he will be scheduling a meeting with Wayne Fraser to start the contractor on the design build project.

**UNFINISHED BUSINESS**

- **GRANT OF UTILITY EASEMENT – ALDIS (TOWN COUNSEL DEVELOPING FINAL LANGUAGE)**  
Mr. Soto informed the Commission that a Draft Water Main Easement was in the Commission member's folders for review. The Commission reviewed and discussed the draft easement language.

**MOTION** made by Mr. Pinkham to accept the Draft language of the Water Main Easement and forward to the developer's attorneys. Mr. Valentini seconded.

**VOTE** Unanimous

**NEW BUSINESS – BID WAIVER FOR PUMPS REPAIR AT EVERGREEN PS**

The Commission discussed waiving the bid requirement for the procurement of parts for Flygt Pumps for the Evergreen pumping station. Mr. Soto provided the Commission with copies of the quote from Fleet Pump & Service Group, Inc., for parts only for the upgrade to the Flygt Dry-Pit Submersible Pump Impeller Upgrade in the amount of \$22,833, along with a letter from Xylem stating that Fleet Pump & Service Group, Inc. is the exclusive distributor for Flygt Products in the State of Connecticut.

**MOTION** made by Mr. Valentini to waive the bid requirement for the procurement of parts for Flygt Pumps for the Evergreen pumping station. In consideration that the Evergreen pump station is equipped with Flygt pumps and, considering that GA Fleet & Associates/Fleet Pump & Service Group, Inc. is the sole distributor of Flygt products for the entire state of Connecticut; and, in consideration that the cost of the parts needed for the repairs and retrofit of two pumps at such station exceeds the threshold value necessary to solicit open bids: Therefore; pursuant to the Town of Waterford Ord. 3.08.040 (E), the Waterford Utility Commission waives the bid requirements for this procurement and, as long as GA Fleet & Associates/Fleet Pump & Service Group, Inc., is the sole distributor for the State of Connecticut, and all other necessary repair parts which may only be procured from GA Fleet & Associates/Fleet Pump & Service Group, Inc., for the Flygt pumps. Mr. Pinkham seconded.

**VOTE** Unanimous.

**WATER – NEW LONDON/VEOLIA REPORT**

- Mr. Soto reported that he had emailed the Leak Detection report to the Commission members, Mr. Soto also reported that WUC, DPW and New London had met and discussed the leak detection findings. Ms. Larder informed the Commission that the RTM made the funding for the road repairs contingent upon the leaks being repaired. The Commission requested Mr. Soto obtain a schedule of the New London water leak repairs.

**CORRESPONDENCE**

The Commission discussed the letter on the list from Heller, Heller & McCoy, it was determined that the issues have been settled and the assessments discussed in the letter are now on the Payment Plan for Assessment Installments.

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The Commission discussed a letter from Kristin Zawacki, Director of Public Works, RE: Repairs to Roadways with Leaking Water Services. Mr. Soto will forward this letter to New London.

Mr. Soto reported that the Commission is requesting bids for grinder pump motors and the specs have been sent to Purchasing.

PLANS REVIEW

No plans to review.

PERSONNEL

Mr. Soto reported that the Personnel Review Board meeting was postponed until September, changes to the job description for the Secretary/Clerk position in the WUC office will be reviewed at that time.

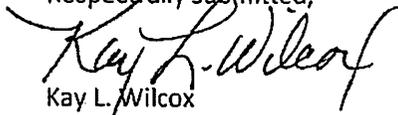
ADJOURMENT

With no further business before the Commission, the meeting adjourned at 7:15 p.m.

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

VOTE            Unanimous

Respectfully submitted,

  
Kay L. Wilcox  
Recording Secretary

**RECEIVED**

AUG 24 2016

WATERFORD UTILITY  
COMMISSION