

**WATERFORD UTILITY COMMISSION
REGULAR MEETING MINUTES**

DATE: July 19, 2016

PLACE: Waterford Municipal Complex

PRESIDING: Peter Green, Chairman

MEMBERS PRESENT: Peter Green, Ray Valentini, and Steve Negri.

OTHERS PRESENT: Neftali Soto, P.E., Director, Jim Bartelli, Assistant Director, Robert Avena, Legal Counsel, Kristin Zawacki, Director of Public Works, Louis Caldrello, Sandy Caldrello, and Nando Dazzi.

RECEIVED FOR RECORD
WATERFORD, CT
15 AUG -14 AM 9:37
TESTE: *Christina J. Lopez*
TOWN CLERK

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

CITIZEN SESSION

The Commission discussed Louis and Sandy Caldrello's request for an extension for connecting to the sewers. Chairman Green informed the Caldrello's that the Commission had received their letter, but still needed the certification from the sanitarian stating the date the septic system was installed and the condition of the septic system. Mr. Bartelli indicated he would contact Ledgelight since the Caldrello's have been unable to connect with them. The Commission needs the information from the sanitarian before considering whether an extension can be granted and if granted the Caldrello's would have to reapply for an extension each year.

Kristin Zawacki, Director of Public Works, explained to the Commission that she was dissatisfied with the decision of the Commission to not replace all plastic services in roads scheduled to be repaved due to the expense not being financially feasible. Ms. Zawacki noted her displeasure over the discovery of 2 leaks which have been identified on the newly paved road. Ms. Zawacki also stated that she feels patching unacceptable and will deteriorate the roads. There was discussion about the sonic survey procedures being conducted to detect leaks in the roads being repaved. Chairman Green explained that the Commission was very sympathetic with Public Work's concerns regarding road patches and would welcome a discussion with PW of methods of patching. The Commission discussed possibly working with Veolia and Public Works to improve the patching procedures. Chairman Green called for having this subject on the next meeting's agenda for further discussion.

SECRETARY'S REPORT

The Commission agreed to change the minutes of June 21, 2016: Page 4 under NEW BUSINESS, WASTEWATER ENTERPRISE FY17 BUDGET: CHANGE INCREASE IN BUDGET TO 0%.

MOTION made by Mr. Negri to approve the Minutes of the June 21, 2016 meeting as amended. Mr. Valentini seconded.

VOTE Unanimous.

ACCOUNTING ADJUSTMENTS

ADJUSTMENTS 7/19/16		
DATE	AMOUNT	REASON
7/8/2016	\$ 59.00	ADJPAYACCT
7/8/2016	\$ (59.00)	ADJPAYACCT
7/8/2016	\$ (6.00)	ADJPAYACCT
7/1/2016	\$ (3,246.18)	NL ADJUST
7/11/2016	\$ (246.82)	NLADJUST
6/30/2016	\$ (2.00)	ADJINTEREST
6/30/2016	\$ (2.00)	ADJINTEREST
6/30/2016	\$ (2.00)	ADJINTEREST
7/11/2016	\$ (21.80)	NL ADJUST
7/1/2016	\$ (14.99)	ADJ INTERST
7/12/2016	\$ (2,152.34)	BILL ADJUST
7/12/2016	\$ (180.00)	BILL ERROR
7/11/2016	\$ (124.46)	NL ADJUST
	\$ (5,998.59)	

The Commission reviewed and accepted the Accounting Adjustments.

EXPENDITURES – APPROVAL OF THE BILL LIST

MOTION made by Mr. Negri to approve the Final June 2016 Supplemental Bill List and the July FY 2017 Bill List. Mr. Valentini seconded.

VOTE Unanimous.

OLD BUSINESS – REPORTS & UPDATES

- **FINANCIALS – WW FUND REVENUES/EXPENDITURES REPORT-CAPITAL PROJECTS/COLLECTIONS**
Mr. Soto distributed his reports pointing out that the final figures for the year have not yet been received from Finance, when we receive the final figures new reports will be distributed.
- **BLUE HILLS PUMPING STATION REHAB – UPDATE**
The contractor is working on a punch list towards completion of the pump station. Mr. Soto is working on a video presentation of the project for the Commission.
- **SCADA PROJECT – UPDATE**
Mr. Soto reported that the contractor is working in the field at the pump stations, most of the controls are here.

- **GRIT STATION – PROCESS STATUS UPDATE**
Mr. Soto informed the Commission that he had met with the Conservation Planner and that we anticipate P & Z acceptance on Monday, July 25th. Invitation to bid was advertised today, the bid opening will be August 18, 2016.
- **MUNICIPAL COMPLEX REHAB – PROCESS STATUS UPDATE**
The Commission discussed the renovation of the Municipal Complex. The plans have been accepted by the Conservation Commission and will go next to P & Z.
- **LEAK DETECTION AT TOWN ROADS TO BE PAVED ON FY17**
Mr. Soto reported to the Commission that the initial list of roads to be checked will be finished in two days and that going forward we have the paving schedule for FY17 and will be able to schedule the sonic testing in a timely manner.

UNFINISHED BUSINESS

MOTION made by Mr. Valentini to approve the revised budget for FY17. Mr. Negri seconded.

VOTE Unanimous.

Chairman Green requested that a statement be added to the next sewer bill stating that, "WUC is pleased to inform you there will be no increase in sewer rates for the fiscal year 2017."

NEW BUSINESS

- **SLEEVE FOR FUTURE WATERLINE AT OIL MILL BRIDGE**
The Commission discussed the offer by CTDOT to install a sleeve for a future waterline on the Oil Mill Road Bridge that they are currently repairing. The cost of the sleeve is \$7,701.62 and will provide for a waterline from Waterford to East Lyme if necessary in the future.

MOTION made by Mr. Negri to approve the expenditure of one-half of the cost for the sleeve subject to East Lyme approval of sharing one-half of the cost. Mr. Valentini seconded.

VOTE Unanimous.

CORRESPONDENCE

The Commission discussed a letter received from Richard Madonna , VP, Finance and Administration for Connecticut College. Attorney Avena agreed to reply to Mr. Madonna's letter and explain the balance

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due for sewer assessment and inform Connecticut College the procedure for requesting an extension or waiver for connecting to the sewer.

The Commission discussed correspondence received from Attorney William McCoy for 7R Bella Vista and 415 Mohegan Avenue Parkway. The Commission agreed that both properties can sign up for the Plan B payment plan as long as delinquent interest is paid. WUC staff will provide Mr. McCoy with the balance due on both properties.

PLANS

PERSONNEL

Mr. Soto reported that the department's Secretary, Janice Jones has been promoted to the Accounts Receivable Clerk position. Mr. Soto has sent the paperwork to Human Resources to advertise for the Secretary/Clerk position in the office.

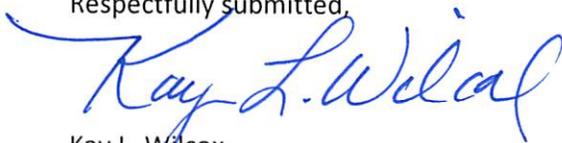
ADJOURNMENT

With no further business before the Commission, the meeting adjourned at 7:53 p.m.

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

VOTE Unanimous.

Respectfully submitted,



Kay L. Wilcox
Recording Secretary