WATERFORD UTILITY COMMISSION
REGULAR MEETING MINUTES

FILED NOT FOR RECORD
15 MAY 26 AM 11:10
ATTEST: TOWN CLERK

DATE: May 19, 2015

PLACE: Municipal Complex

PRESIDING: Peter Green Chairman

PRESENT: Kenneth Kirkman, Steve Negri, and Ray Valentini.

OTHERS PRESENT: Neftali Soto, P.E., Chief Engineer, James Bartelli, Cheryl Larder, Board of Finance Liaison, Nick Kepple, Town Counsel, and Paul Geraghty.

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

CITIZEN SESSION

Paul Geraghty addressed the Commission as a representative of the Friends of Oswegatchie Hills to seek information on Waterford Utility Commission comments regarding the issue of sewer connection for the proposed development by Landmark. Chairman Green informed Mr. Geraghty that in the past he had discussed water connections with Wayne Frazier of East Lyme but had not discussed issues of sewer connection. Attorney Kepple stated that WUC will make comment when it has received the plans for the development in order to review the technical details.

SECRETARY'S REPORT

Mr. Kirkman stated that a correction was needed to the minutes of the April 21st meeting, on Page 4, agenda item WATER, the minutes state, "Chairman Green reported that he had mailed the Motion..." the word Motion needs to be changed to Memorandum.

MOTION made by Mr. Negri to approve the Minutes of the Regular Meeting on April 21, 2015 as amended. Mr. Valentini seconded.

VOTE Unanimous.

ACCOUNTING ADJUSTMENTS

MAY ADJUSTMENTS

DATE	TYPE	AMOUNT	DESCRIPTION
5/5/2015	Adjustment	$(1,268.91)	ADJINTEREST
5/8/2015	Adjustment	$ 496.00	PAY ERR ADJ

4/22/2015	Adjustment	$ (294.00)	NL ADJUSTED
4/30/2015	Adjustment	$ (77.00)	NL ADJUSTED
5/8/2015	Adjustment	$ (462.00)	ADJ PAY ERR
5/8/2015	Adjustment	$ (10.00)	ADJ PAY ERR
5/8/2015	Adjustment	$ (24.00)	ADJ PAY ERR
5/5/2015	Adjustment	$ (288.61)	LEAK ADJUST
5/5/2015	Adjustment	$ (3.56)	LEAK ADJUST

TOTAL ADJUSTMENTS **$(1,932.08)**

The Commission reviewed and accepted the Accounting Adjustments.

BILL LIST

Mr. Kirkman asked why the collection costs have been higher for the past two months. Mr. Kepple explained that more accounts have moved into court action because they have not responded to requests to settle the delinquent balance.

MOTION made by Mr. Negri to approve the Bill List dated May 19, 2015. Seconded by Mr. Valentini.

VOTE Unanimous.

OLD BUSINESS

- ENTERPRISE FUND REVENUES/EXPENDITURES & FINANCIAL REPORT-CAPITAL PROJECTS
  Mr. Soto reviewed the financial reports with the Commission; the billing from New London for Treatment Costs has not been received. New London is waiting for their audit report before sending the bill for treatment.

- WASTEWATER STATIONS/SCADA
  Mr. Soto reported that the SCADA RFP may be completed within the next 2 weeks and he anticipates the bid opening may occur near the end of June to beginning of July.

UNFINISHED BUSINESS

- ON-GOING PROJECTS UPDATE – BOLLES CT PS/BLUE HILLS PS
  Mr. Soto reported that the Bolles Ct upgrade is approximately 90% complete and presently is working on the punch list items.

  Mr. Soto distributed copies of the Blue Hills Pump Station Upgrade Bid Tabulation to the Commission. The Commission reviewed the report and discussed the Blue Hills Project.

MOTION made by Mr. Kirkman to accept the lowest bid made by Lombardi Gravel & Excavation LLC, for $963,000.00 and to authorize Mr. Soto to request appropriation from the Board of Finance for full funding of the project. Seconded by Mr. Negri.

VOTE Unanimous.

- TOWN PURCHASING ORDINANCE UPDATE
  Mr. Soto reported to the Commission that the RTM subcommittee had unanimously recommended the change to the Purchasing Ordinance go to a Public Hearing on June 1, 2015.

WATER

- CT DEPARTMENT OF HEALTH – PWSID UPDATE
  Chairman Green informed the Commission that responses have been sent for all changes requested by the State, now waiting for the State's reply.

- NEW LONDON/VEOLIA REPORT
  Mr. Soto reported that he had not received the monthly report from Veolia but he will distribute the report to the Commission as soon as he receives.

CORRESPONDENCE

No correspondence.

PLANS REVIEW

No Plans to review.

PERSONNEL

Mr. Soto reported that Scott Sexton who is a Maintainer II is currently on FMLA recovering from heart surgery.

Mr. Soto announced that he had composed a letter to each of the Commission members regarding Administrative issues and provided the letter to each Commission member at the meeting. Chairman Green requested volunteers for a subcommittee to review the data before action is taken. The subcommittee will be Mr. Kirkman, Mr. Pinkham, and Mr. Valentini. Chairman Green stated the Commission will discuss the response to the letter from Mr. Soto during Executive Session at the next WUC Commission meeting.

ADJOURNMENT

With no further business before the Commission, the meeting adjourned at 7:08 pm.

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

VOTE Unanimous.

Respectfully submitted,

Kay L. Wilcox

Kay L. Wilcox
Recording Secretary