

WATERFORD UTILITY COMMISSION
REGULAR MEETING MINUTES

RECEIVED FOR RECORD
WATERFORD, CT

16 APR 27 AM 10:53

DATE: April 19, 2016

PLACE: Waterford Municipal Complex

PRESIDING: Peter Green, Chairman

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

OTHERS PRESENT: Neftali Soto, P.E., Director, James Bartelli, Assistant Director, and Cheryl Larder, Board of Finance Liaison.

TEST: *Shirley L. Lopez*
TOWN CLERK

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 March 15, 2016 Regular meeting. Mr. Kirkman seconded.

VOTE Unanimous.

ACCOUNTING ADJUSTMENTS

<u>DATE</u>	<u>TYPE</u>	<u>AMOUNT</u>	<u>REASON</u>
4/1/2016		\$ (64.58)	ADJ INTEREST
4/12/2016	SUD	\$(1,151.28)	2NDARY ADJUS
4/5/2016	SUI	\$ 45.00	EDU CHARGE
4/6/2016	SUD	\$ (339.50)	NL ADJUST
4/6/2016	SUI	\$ 138.25	NL ADJUST
4/6/2016		\$ (18.56)	ADJ INTEREST
4/6/2016		\$ 18.56	ADJ INTEREST
4/5/2016		\$ (22.00)	
4/5/2016		\$ (2.00)	ADJ INTEREST
4/13/2016	SUD	\$ (527.20)	NL ADJUST
4/13/2016	SUD	\$ (1.35)	NL ADJUST
4/6/2016	SUD	\$ (123.44)	NL ADJUST
4/6/2016	SUD	\$ (4.00)	NL ADJUST
4/6/2016	SUD	\$ (24.00)	NL ADJUST

Waterford Utility Commission

April 19, 2016

4/6/2016	SUD	\$ (22.00)	METER CARD
4/5/2016	SUI	\$ 45.00	EDU CHARGE
4/5/2016	SUI	\$ 45.00	EDU CHARGE
4/5/2016	SUI	\$ 45.00	EDU CHARGE
4/7/2016	SUD	\$ (81.90)	NL ADJUST
4/5/2016	SUD	\$ (74.06)	BILL ADJUST
4/5/2016	SUI	\$ 45.00	EDU CHARGE
4/5/2016	SUI	\$ 45.00	EDU CHARGE
4/5/2016	SUI	\$ 45.00	EDU CHARGE
4/5/2016		\$ 45.00	EDU CHARGE
4/5/2016	SUI	\$ 45.00	EDU CHARGE
4/5/2016	SUI	\$ 45.00	EDU CHARGE
4/6/2016	SUI	\$ 185.50	NL ADJUST
4/8/2016		\$ (2.00)	ADJ INTEREST
4/5/2016	SUI	\$ 45.00	EDU CHARGE
4/18/2016	SUD	\$(1,043.00)	NL ADJUST
4/8/2016	SUD	\$ (61.25)	NL ADJUST
4/5/2016	SUI	\$ 45.00	EDU CHARGE
4/14/2016	SUD	\$ (22.00)	REMOVE2NDAR
4/5/2016	SUI	\$ 45.00	EDU CHARGE
4/5/2016	SUI	\$ 45.00	EDU CHARGE
4/5/2016	SUI	\$ 45.00	EDU CHARGE
4/5/2016	SUD	\$(480.50)	BILL ADJUST
4/5/2016	SUI	\$ 45.00	EDU CHARGE
4/5/2016	SUI	\$ 45.00	EDU CHARGE
4/5/2016	SUI	\$ 45.00	EDU CHARGE
4/1/2016		\$ (2.26)	ADJ INTEREST
4/6/2016	SUD	\$(288.75)	NL ADJUST
4/6/2016	SUD	(5.03)	NL ADJUST
4/6/2016	SUD	(87.50)	NL ADJUST
4/5/2016	SUD	(66.60)	NL ADJUST

TOTAL ADJUSTMENT **\$ (3,362.45)**

The Commission reviewed and accepted the Accounting Adjustments.

EXPENDITURES – APPROVAL OF BILL LIST

MOTION made by Mr. Pinkham to approve the Bill List dated April 19, 2016. Mr. Negri 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, pointing out that the graphs included the April bill from City of New London for the treatment costs and the April billing totals.
- **BLUE HILLS PUMPING STATION REHAB – UPDATE**
Mr. Bartelli reported that the replacement pumps have been received and the drives will be here in two weeks.
- **SCADA PROJECT – UPDATE**
Mr. Soto reported that our IT Department installed the servers in the back building and the contractor will be programming the servers.
- **GRIT STATION UPDATE**
Mr. Soto informed the Commission that he is scheduled to present the plans for the Grit Station to P&Z for the CGS 8-24 review next week.
- **MUNICIPAL COMPLEX REHAB – UPDATE**
Mr. Soto updated the Commission on progress the building committee is making; the changes to the plans include changing the HVAC from geothermal to a more conventional heating system. Ms. Larder updated the Commission on the actions of the Board of Finance.

UNFINISHED BUSINESS

- **AWARD OF CONTRACT FOR CORROSION & ODOR CONTROL CHEMICALS**
Mr. Soto presented details of the bid submitted by Evoqua, which was the only bid received for the purchase of odor & corrosion control chemicals. Option One included site visits every two weeks or Option two – site visits once a month.

MOTION made by Mr. Kirkman to accept Option Two of the Bid submitted by Evoqua for 1 Site visit per month, price for Bioxide AQ \$3.78 per Gallon; VX-456 \$1.61 per lb., for the first year; and with year two prices-Bioxide AQ \$3.86 per gal; VX-456 \$1.64 per lb. Mr. Negri seconded.

VOTE Unanimous.

NEW BUSINESS

- **MAGO POINT REHABILITATION – BATHROOMS**

Chairman Green reported that he had been contacted by the Mago Point Association inquiring if bathrooms at the nearby pump station could be available for use in conjunction with their plans to build a peer. Chairman Green stated that he will suggest the association consider alternative plans since the original bathrooms have been converted to office space.

- **PLASTIC SERVICES – REPLACEMENT PROGRAM**

Mr. Soto reported to the Commission that DPW has plans to reclaim/resurface Fog Plain Road this fiscal year and with the Commission's MOU with the State DPH this would be an opportunity to replace plastic water lines. Mr. Soto informed the Commission that there are funds available in line item 33196-55300 Water Main Extensions that he could determine if it would be available to spend on this project to replace plastic water lines on Fog Plain Road. The Commission discussed collaborating with DPW on road projects where there are plastic services so as to replace the plastic lines which contribute leaks and unaccounted for water.

MOTION made by Mr. Kirkman for the Commission to direct the Chief Engineer to take the necessary actions to ensure that the funds needed for the replacement of plastic services on Fog Plain Road would be available from the line item 33196-55300 Water Main Extensions. Motion seconded by Mr. Negri.

VOTE Unanimous.

- **O'NEIL CENTER – WATER MAIN REPAIR**

The Commission discussed two bids received for the repair of a 6 inch water main valve at the O'Neil Center.

MOTION made by Mr. Negri to accept the bid from B & W Paving & Landscaping LLC for the repair of the O'Neil Center 6 inch water main valve for the not to exceed price of \$5,000. Mr. Kirkman seconded.

VOTE Unanimous.

WATER – NEW LONDON/VEOLIA REPORT

- Mr. Soto reported that he had not received the new report from Veolia, he will email the report to the Commission members as soon as he receives it.

CORRESPONDENCE

Chairman Green stated that the Commission members have a copy of his letter to the First Selectman in their folders regarding Administrative Personnel matters previously discussed by the Commission and that he will be mailing a copy of the First Selectman's confidential response to each of the members.

Chairman Green reported to the Commission that he had requested water testing to be done throughout the Town including all of the schools and many Town buildings. Chairman Green explained that the results will be available next week.

PLANS REVIEW

April 19, 2016

Mr. Bartelli reviewed the following plans:

- 148 Oswegatchie Road – 11 lot subdivision
Mr. Bartelli stated that Contract #74 laid out services for this subdivision.
- PL-16-5 for a regulation change for a bed & breakfast . Discussion regarding billing as a non-residential customer ensued.
- PL-15-17 for a surgery center on Cross Rd – plans will utilize existing lateral WUC will levy a sewer connection fee based on similar type medical office building water consumption data.
- PL-16-7 – Doyle Road – Kathryn Ct. – only two lots are now proposed to be served by municipal sewer.
- PL-16-13 – 122-124 Boston Post Road – requesting a zoning change from the existing Family Bowl to retail site. Mr. Bartelli will request change to plans for looping the water main.
- PL-16-4 – 361 Mago Point Way plans for a smokehouse. Plans are to install a new lateral; will request grease traps have water tight covers as area is a flood zone.

PERSONNEL

Mr. Soto reported to the Commission that Philip Medbery is now the Foreman and James Gordy is the new Lead Operator. Also the Accounts Receivable clerk position is vacant and we will be starting the process of replacement.

ADJOURNMENT

With no further business before the Commission, the meeting adjourned at 7:45 p.m.

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

VOTE Unanimous.

Respectfully submitted,



Kay L. Wilcox
Recording Secretary