

WATERFORD UTILITY COMMISSION  
REGULAR MEETING MINUTES  
"AS AMENDED"

ATTEST:  
  
TOWN CLERK

15 NOV 24 AM 9:51

RECEIVED FOR RECORD  
WATERFORD, CT

DATE: October 20, 2015

PLACE: Municipal Complex

PRESIDING: Peter Green, Chairman

PRESENT: Peter Green, Steve Negri, Ray Valentini and Rodney Pinkham.

OTHERS PRESENT: Neftali Soto, P.E., Director, James Bartelli, Cheryl Larder, Board of Finance Liaison, and Nick Kepple, Town 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 Secretary's Report for the Regular Meeting on September 15, 2015. Mr. Negri seconded.

VOTE Unanimous.

ACCOUNTING ADJUSTMENTS

SEWER USE ADJUSTMENTS 10/20/15

<u>DATE</u>	<u>TYPE</u>	<u>AMOUNT</u>	<u>REASON</u>
10/15/2015	SUD	\$ (549.11)	LATE 2NDARY
10/1/2015		\$ (3.61)	ADJ INTEREST
10/1/2015		\$ (4.08)	ADJ INTEREST
9/29/2015		\$ (2.00)	ADJ INTEREST
9/29/2015		\$ 2.00	ADJ INTEREST
10/6/2015		\$(1,627.50)	NLADJUSTMENT
10/5/2015		\$ (2.00)	ADJ INTEREST
10/6/2015		\$ (35.00)	NLADJUSTMENT
9/29/2015		\$ (45.00)	ADJ PAYMENT
9/29/2015		\$ 45.00	ADJ PAYMENT
10/7/2015		\$ (2.00)	CR INTEREST
10/7/2015		\$ (4.00)	CR INTEREST

Waterford Utility Commission  
October 20, 2015

9/29/2015		\$ (397.00)	ADJ PAYMENT
9/29/2015		\$ 397.00	ADJ PAYMENT
10/15/2015	SUD	\$ (367.50)	LATE 2NDARY
9/29/2015	SUD	\$ (154.00)	REFUND OP
10/6/2015		\$ (399.00)	NLADJUSTMENT
9/29/2015		\$ (22.00)	ADJ PAYMENT
9/29/2015		\$ 22.00	ADJ PAYMENT
10/15/2015	SUD	\$ (105.00)	NL ADJUST
10/16/2015		\$(1,123.90)	LEAK ADJUST
10/5/2015		\$ (2.00)	ADJ INTEREST
10/7/2015	SUD	\$ (81.38)	ADJ SEC METE
10/7/2015	SUD	\$ (22.00)	ADJ SEC METE
10/15/2015	SUD	\$ (28.00)	NL ADJUST
10/7/2015	SUD	\$ (427.00)	NLADJUSTMENT
10/1/2015		\$ (2.00)	ADJ INTEREST
10/2/2015		\$ (2.00)	ADJ INTEREST
10/2/2015		\$ (1.35)	ADJ INTEREST

**TOTAL ADJ** **\$(4,942.43)**

The Commission reviewed and accepted the Accounting Adjustments.

**EXPENDITURES – APPROVAL OF BILL LIST**

MOTION Made by Mr. Pinkham to approve the Bill List Dated October 20, 2015. Mr. Valentini seconded.

VOTE Unanimous.

**OLD BUSINESS – REPORTS AND UPDATES**

- FINANCIALS – ENTERPRISE FUND REVENUES/EXPENDITURES & FINANCIAL REPORT – CAPITAL PROJECTS/COLLECTIONS  
Mr. Soto reviewed the financial reports with the Commission pointing out that the revenue included the October 1 billing but the expenditures did not include the current Bill List.  
  
Attorney Kepple distributed the Collections Status Report and informed the Commission that collections continue to progress.
- SCADA RFP – VENDOR RECOMMENDATION & REQUEST TO PURSUE ADDITIONAL FUNDING  
Mr. Soto reviewed the two proposals received for the SCADA RFP with the Commission and requested the Commission authorize him to pursue additional funding to purchase

- the SCADA system proposed by Connelly Industrial (which was the lowest bid received) and the asset management software that will be incorporated into the SCADA system.
- MOTION        made by Mr. Negri to accept the lower bid from Connelly Industrial at \$544, 255 and authorize Mr. Soto to pursue additional funding in the amount of \$175,000 to be combined with the \$435,425 funds already designated for the SCADA upgrade and asset management software. Mr. Valentini seconded.
- VOTE            Unanimous.

#### UNFINISHED BUSINESS

- **ON-GOING PROJECTS UPDATE – BLUE HILLS PS CONSTRUCTION**  
Mr. Soto reported that the preconstruction meeting was held with Lombardi and construction is scheduled to begin in November.
- **GRIT STATION UPDATE**  
Mr. Soto reported that he has a new contact to call for the status of the permit application for the grit station.  
Mr. Soto also informed the Commission that he will email a link for comments to the DEEP regarding wastewater from the beach communities in Old Lyme. Chairman Green stated that Mr. Soto should prepare minimum requirements for the wastewater from Old Lyme passing through the Waterford infrastructure to the New London Treatment plant. Mr. Pinkham inquired if the East Lyme pump station information could be integrated into our new SCADA system. Chairman Green also would like consideration given to the impact on Old Lyme if the New London Treatment Plant needed funding for repairs.
- **ACQUISITION OF GRINDER PUMPS FOR INVENTORY**  
Mr. Soto presented two quotes for purchase of 10 grinder pumps in keeping with the practice of acquiring 10 pumps per year to have on hand for replacements. The Commission discussed the two quotes and authorized staff to pursue the alternative that would be most beneficial to the Town.  

MOTION        made by Mr. Pinkham to authorize the expenditure of \$21,320.00 for the purchase of 10 grinder pumps. Mr. Negri seconded.

VOTE            Unanimous.
- **MUNICIPAL COMPLEX REHAB STATUS**  
Chairman Green stated his concerns with the delay of the Municipal Complex rehab due to his concern that the working conditions are not adequate at the complex now. Chairman Green pointed out that the Utility Commission will benefit from the project . The Commission directed Mr. Soto to request the building committee chairman contact the architect to learn when plans with the code revisions will be received.

#### NEW BUSINESS

- **CALENDAR YEAR 2016 – MEETING SCHEDULE**  
The Commission reviewed and accepted the Proposed Meeting Schedule for 2016 WUC meetings.

### WATER

- **NEW LONDON/VEOLIA REPORT**  
The Commission discussed the latest Veolia Report which Mr. Soto had emailed to all Commission members. The consensus of the members was that the Water Report is very informative and helpful.

### CORRESPONDENCE

- The Commission was provided with a copy of the second letter sent by Chairman Green to Kurt Zemba, Chairman Old Lyme WPCA, requesting communication from Old Lyme regarding the transport of Wastewater through Waterford infrastructure.
- The Commission discussed a letter to Abby Piersall, Director of Waterford Planning regarding the CIRCA Resilience Grant Program supplying funds for communities with wastewater pumping stations located in coastal areas vulnerable to flooding.
- The Commission discussed a letter from Susan McGuire requesting relief on the sewer bill for 21 West Strand Rd. Chairman Green requested Mr. Soto investigate the disconnection of the sewer line at this address and report back to the Commission.

### PLANS REVIEW

Mr. Bartelli reviewed Application #PL-15-17 Site Plan/Surgery Center, 77 Foster Road with the Commission, Mr. Bartelli informed the Commission that presently the location is a vacant parcel that has 3 laterals. The sewer connection fee will be calculated based on the category of medical building.

### PERSONNEL

Chairman Green will call the Director of Human Resources to discuss the status of the Accounts Receivable Clerk's leave.

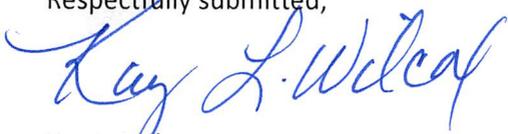
### ADJOURNMENT

With no further business before the Commission, the meeting adjourned at 7:50 p.m.

MOTION	Made by Mr. Pinkham to adjourn. Mr. Valentini seconded.
VOTE	Unanimous.

Waterford Utility Commission  
October 20, 2015

Respectfully submitted,



Kay L. Wilcox  
Recording Secretary

Plus 28 von