

## DRAFT

### BOARD OF WATER COMMISSIONERS MEETING Thursday, March 14, 2019

There was a meeting of the Board of Water Commissioners held at the department administrative offices, 605 West Queen Street, Southington, Connecticut, on Thursday, March 14, 2019. A recording of this meeting can be found at the Department office.

1.) **CALL TO ORDER:** The meeting was called to order at 6:00 pm by President Thomas Murphy. A quorum was determined by the President.

**PRESENT:** President Thomas Murphy, Vice President Erika Pocock (arrived at 6:22 pm), Secretary/Treasurer Robert Berkmoes, Commissioner Rudy Cabata, Commissioner Ralph Warner, Superintendent William Casarella, Office Supervisor and Recording Secretary Maria Nason, Engineering Technician, Albert Fiorillo.

2.) **APPROVAL OF MINUTES FOR FEBRUARY 9, 2019 BOARD MEETING:**

Commissioner Warner wanted to address the last paragraph in the section titled Old Business – 8a. of the February 9, 2019 board meeting minutes. Commissioner Pocock had received a complaint that a Board member bid on the project referenced in Old Business – 8a. She stated if that was true, then the Board member should recuse themselves from voting on the project. Commissioner Warner wanted it on record he did not bid the project and that he suggested the remaining board members also go on record if they did not bid on the project. The Board discussed the matter and spoke with all Board members present and felt the complaint that Commissioner Pocock received had no merit. Approval of the February 9, 2019, minutes have been tabled.

3.) **COMMUNICATIONS:**

a.) **Communication from the Public:**

None.

b.) **Communication from Administration:**

Superintendent Casarella stated he received a letter from CT DEEP in reference to the Reservoir 2 dam inspection in 2016. DEEP wants SWD to follow up on a list of recommendation from the inspection report done by Tata and Howard. A meeting has been scheduled with the engineering firm to discuss their recommendations. Superintendent Casarella will report back to the Board at the next meeting.

Superintendent Casarella informed the Board that the Department has experienced two leaks since the fire at Tops Market on Meriden-Waterbury Turnpike. One on South Road at the culvert and one on Pond Mill Drive. The leak on South End Road has proved challenging due to its location under the river. Superintendent Casarella and Engineering Technician Al Fiorillo will investigate the Department's repair options and will make a recommendation to the Board soon.

Superintendent Casarella informed the Board that an employee will be out for approximately 12 weeks due to surgery.

**c.) Communication from Board Members:**

Commissioner Pocock inquired about complaints she had received from customers on Fieldstone Lane who have been experiencing black particles (manganese) in their water. Superintendent Casarella has spoken to each homeowner and the Department has flushed the area. He will continue to be in communication with the homeowners and the Board regarding a resolution to the situation.

**4.) NEW BUSINESS:**

**a.) Longhorn Steakhouse, 200 Executive Boulevard South, 6" fire protection line, 2" domestic service. Owner: Diversified Unlimited, LLC, Engineer: Harry E. Cole & Son.**

Engineering Technician Al Fiorillo presented plans for a 6" fire protection line with a 2" domestic service for the Longhorn Steakhouse at 200 Executive Boulevard. Commissioner Berkmoes made a motion to approve the plan as presented. Commissioner Pocock seconded the motion and it was approved by a voice vote.

**b.) 65 Triano Drive, 480' extension of an existing private 8" water main, 6" fire protection line and 2" domestic service. Owner: Central Connecticut Resource Recovery, LLC, Engineer: Harry E. Cole & Son.**

Engineering Technician Al Fiorillo presented plans for the extension of an existing private 8" water main, 6" fire protection line and 2" domestic service at 65 Triano Drive. After discussing the plans, President Murphy expressed concern about future development on the property to the north. Commissioner Berkmoes made a motion to approve the plans as presented with the stipulation that any future development of the property will result in a mandatory loop of its 8" private main into the existing 12" public main. Commissioner Warner seconded the motion and it was passed on a voice vote.

**c.) 999 Meriden Waterbury Road, 200' extension of an existing private 8" water main, 6" fire protection line and 2" domestic service. Owner: Town of Southington, Water Pollution Control Plant Phosphorus Upgrade Project, Engineer: Tighe & Bond.**

Engineering Technician Al Fiorillo presented plans a 200' extension of an existing private 8" water main, 6" fire protection line and 2" domestic service at 999 Meriden Waterbury Road. Commissioner Warner made a motion to approve the plan as presented. Commissioner Cabata seconded the motion and it was passed on a voice vote.

**d.) Succession Planning**

Superintendent Casarella stated that interviews for the Engineering Technician position were concluded. The Board directed the Superintendent to proceed with the hiring process.

**5.) FINANCIAL MATTERS:**

**a.) Review of Water Billings & Outstanding Jobbing Bills & Approval of Invoice**

Commissioner Cabata made a motion to accept the listed invoices for payment as presented. The motion was seconded by Commissioner Berkmoes and was passed by a voice vote.

**b.) Water Service Line Protection Plan**

The plan netted 9 new applicants in February, with 1 being a commercial property.

**c.) Review of Financial Statements**

After reviewing the details of a transfer of money to the STIF account, Commissioner Berkmoes made a motion to transfer the People's United Money Market – DWSRF Fund from People's United Bank to a 13-month CD at United Bank. Commissioner Warner seconded the motion and it was passed on a voice vote.

**6.) COMMITTEE REPORTS:**

**a.) Executive Committee**

No meeting.

**b.) Infrastructure Committee**

A meeting has been scheduled for March 26<sup>th</sup> at 5:30 pm.

**c.) Policy and Procedures Committee**

No meeting.

## 7.) **OLD BUSINESS:**

### a.) **Well 2A**

Superintendent Casarella has received a weekly schedule from D'Amato Construction outlining work to be done through May. They will be working on getting the original Well 2 running for Spring. The substantial completion date for Well 2A is September 23<sup>rd</sup> with the final completion date being October 18<sup>th</sup>.

### b.) **Mill Street Tank Project**

CT DPH has awarded the contract for the project to Pre-Load for \$2,890,000.00. DPH has increased the contingency for the project from 5% to 10%. A pre-construction meeting will be held on March 22, 2019 with Pre-Load. The project should be completed in the Spring of 2020. Superintendent Casarella is working on finalizing the DWSRF loan paperwork.

The tower has been removed from the DWSRF loan application. The tower will be included in the 2019-2020 budget.

### c.) **Website**

Office Supervisor Nason reviewed the uploaded content on the new website. She will provide the Board with the staging link so they can review the website at their convenience.

### d.) **West Main Street Water Main Installation**

The test pits for the project have been completed. Superintendent Casarella and Engineering Technician Al Fiorillo have been in contact with all business owners being affected by the project. The staging area has been agreed upon. Over the next few weeks, the Department will be reaching out to the homeowners who have not yet been in contact with Department. The bid opening for the project will be April 5, 2019. Start date will be the first week in May.

### e.) **Insurance Bids**

The insurance bid documents will be completed by March 31<sup>st</sup> and the request for bid proposals will be mailed out on April 1, 2019.

### f.) **44 Johanna Circle**

Superintendent Casarella reviewed with the Board the request from Ms. Lemire regarding her water bill. He stated the meter tested within normal limits and therefore the meter is working fine. The Board directed the office supervisor to set up a payment schedule with Ms. Lemire and waive any penalties that have accrued from this bill and future penalties provided the payment schedule is followed.

g.) **Other**

Superintendent Casarella requested the Board move \$4,500 allocated to a power handle in the budget for tools for the new leak truck. Commissioner Pocock made a motion to reallocate the \$4,500 for the power handle in the 2018-2019 budget be reallocated for tools for the new leak truck. Commissioner Warner seconded the motion and it was passed on a voice vote.

**EXECUTIVE SESSION ANTICIPATED FOR PERSONNEL AND NEGOTIATION MATTERS:**

Commissioner Cabata made a motion for adjournment to Executive Session, barring the public and the press but to include Superintendent Casarella and Engineering Technician Albert Fiorillo. The motion was seconded by Commissioner Warner and it passed on a voice vote at 9:04 p.m.

Commissioner Cabata made a motion to reconvene back to Regular Session at 9:17 p.m. The motion was seconded by Commissioner Pocock and it passed on a voice vote.

**ADJOURNMENT:**

Commissioner Pocock made a motion to adjourn the meeting. Commissioner Warner seconded the motion and it passed on a voice vote.

The meeting adjourned at 9:18 p.m.

Attest: \_\_\_\_\_

Robert Berkmoes, Secretary/Treasurer