

WATERFORD UTILITY COMMISSION

SPECIAL MEETING MINUTES

2020 MAR 17 AM 11:08

DATE: March 11, 2020

PLACE: Waterford Municipal Complex; 1000 Hartford Turnpike

PRESIDING: Chairman Peter Green

MEMBERS PRESENT: Steve Negri, Rodney Pinkham, Raymond Valentini and Ken Kirkman

ALSO PRESENT: Staff: Neftali Soto-Chief Engineer and Attorney Nick Kepple

Chairman Green called the meeting to order at 6:01 PM and thanked Ken Kirkman for chairing the meeting last month.

CITIZEN SESSION

None

SECRETARY'S REPORT

MOTION Made by Mr. Pinkham to approve the Minutes of the February 18, 2020 meeting, Mr. Valentini seconded.

VOTE The motion passed

BILLING ADJUSTMENTS

The Commission reviewed the February Adjustments. The adjustment report will be kept in the office for review.

EXPENDITURES

Chairman Green asked for more information on some of the bigger purchases on the bill list.

MOTION made by Mr. Negri to approve March 2020 bill list, Mr. Valentini seconded.

VOTE The motion passed unanimously.

Attorney Kepple explained that the legal collection efforts bill was not ready again this month for meeting because we had an earlier meeting.

MOTION made by Mr. Pinkham for the Chairman to pay the bill when it comes but not to exceed \$10,000.00, seconded by Mr. Kirkman.

VOTE The motion passed.

OLD BUSINESS – REPORTS & UPDATES

- FINANCIALS – WW FUND REVENUES/EXPENDITURES REPORT
The financial were reviewed.
- MUNICIPAL COMPLEX REHAB – STATUS UPDATE
Mr. Kirkman reported that as of this morning, they were painting walls and putting up the ceiling grids. Third week of April is the moving date.
- COLLECTIONS-UPDATE
Attorney Kepple gave a report that collections are going well.
- TRI TOWN AGREEMENT
Mr. Soto gave a review of the meeting that happened last week with New London and East Lyme. He went over some of the areas that the agreement will need some revision and areas that can be deleted because they are not relevant anymore. The next meeting to take place will be on March 19th.
- FLOOD INSURANCE ON PUMP STATIONS
Mr. Soto explained that once the new Finance Director is settled, he will meet with her. He will ask if we can just insure the electronics and not the building. Also, can have it priced out again.

UNFINISHED BUSINESS

NEW BUSINESS

- Well Meters and Secondary meters-Missed Readings Reporting Policy

There was discussion on how to handle residents who do not turn in a reading card for secondary meters. The current policy was reviewed. Mr. Soto will prepare drafts for commission to review and discuss at next meeting.

WATER-VEOLIA REPORT

Report was e-mailed to the commission members and reviewed.

CORRESPONDENCE

- Letter received from 85 Boston Post Rd-discussed
- Letter received from 184 Oswegatchie Rd-discussed.

PLANS REVIEW

No plans to review.

PERSONNEL

- There are two interviews scheduled for the Electrician position.
- The department has a worker still out on Worker's Comp and another out on FMLA.

OTHER

ADJOURNMENT

With no further business before the Commission, the meeting adjourned at 7:21 p.m.

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

VOTE The motion passed unanimously.

Respectfully submitted,

Amy L. Windle
Recording Secretary