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WATERFORD UTILITY COMMISSION

REGULAR MEETING MINUTES

DATE: February 18, 2020

PLACE: Waterford Municipal Complex; 1000 Hartford Turnpike

PRESIDING: Acting Chairman Ken Kirkman

MEMBERS PRESENT: Steve Negri, Rodney Pinkham and Raymond Valentini

ALSO PRESENT: Neftali Soto (7:00 pm), Director, Jim Bartelli, Assistant Director and Attorney Nick Kepple

Acting Chairman Kirkman called the meeting to order at 6:00 PM

CITIZEN SESSION

None

SECRETARY'S REPORT

MOTION Made by Mr. Negri to approve the Minutes of the January 21, 202 meeting, Mr. Pinkham 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

Question was asked on the flood insurance invoice on bill list. Long discussion regarding this expense.

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

VOTE The motion passed unanimously.

Attorney Kepple explained that was a delay with the collection bill due to them joining with Sulsman Shaplo.

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

VOTE The motion passed.

OLD BUSINESS – REPORTS & UPDATES

- FINANCIALS – WW FUND REVENUES/EXPENDITURES REPORT
The financial were reviewed.
- MUNICIPAL COMPLEX REHAB – STATUS UPDATE
Mr. Valentini gave a report that the building is on schedule to be completed by early April. The move will happen third week of April.
- COLLECTIONS-UPDATE
Attorney Kepple gave a report that collections are going well. Attorney Kepple also gave recommendations on our Account Receivable policy. Mr. Soto said he would follow up on this by getting a formal quote from our current software system to make change.

UNFINISHED BUSINESS

- Planned Paving Rt. 213

Mr. Soto provided a copy of letter that was sent to Mr. Cooper of CT DOT requesting more help with adjustments of manholes that are paved over.

NEW BUSINESS

- Waterford/East Lyme/New London Wastewater Agreement

Report was given on the meeting that happened February 6th with New London and East Lyme.

Attorney Kepple gave some guidance on how the sub-committee should proceed regarding FOI policy.

WATER-VEOLIA REPORT

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

CORRESPONDENCE

PLANS REVIEW

No plans to review.

PERSONNEL

- Personnel Review Board for this Thursday, Feb.20th will hear the request for a new position of a Sewer Technician II.
- The department has a worker still out on Worker's Comp and another out on FMLA.
- There has been no applications for the Electrician position.

OTHER

ADJOURNMENT

With no further business before the Commission, the meeting adjourned at 8:00 p.m.

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

VOTE The motion passed unanimously.

Respectfully submitted,

Amy L. Windle
Recording Secretary