

WATERFORD UTILITY COMMISSION

REGULAR MEETING MINUTES

DATE: December 13, 2022

PLACE: 1000 Hartford Turnpike

PRESIDING: Chairman Ken Kirkman

MEMBERS PRESENT: Ray Valentini, Steve Negri, Rodney Pinkham and Thomas Dembek

ALSO PRESENT: Attorney Nicholas Kepple, Town Legal Counsel

Staff: James A. Bartelli, Director of Utilities

Chairman Ken Kirkman called the meeting to order at 6:04 p.m.

CITIZEN SESSION

None

SECRETARY'S REPORT

MOTION Made by Mr. Negri to approve the Minutes of the November 8, 2022 meeting, Mr. Valentini seconded.

VOTE The motion passed unanimously.

MOTION Made by Mr. Negri to approve the Minutes of the December 6, 2022 Special meeting, Mr. Pinkham seconded.

VOTE The motion passed unanimously.

BILLING ADJUSTMENTS

The Commission reviewed the November adjustments. The adjustment report will be kept in the office for review.

EXPENDITURES

MOTION made by Mr. Pinkham to approve December 2022 bill list, Mr. Dembek seconded.

VOTE The motion passed unanimously.

OLD BUSINESS

- FINANCIALS – WW FUND REVENUES/EXPENDITURES REPORT
Reports were available for review in the meeting package.
- Director’s Report-Mr. Bartelli reviewed this report that provides updated information on all Utility Commission Capital projects that are currently funded and the status of each project.
- Collection Report was reviewed and Attorney Kepple gave an update.

NEW BUSINESS

- WUC Annual Report review-Mr. Bartelli reviewed the Utility Commission Annual Report as submitted to the 1st Selectman.
- WUC Capital Improvements Plan review-Mr. Bartelli reviewed the FY24-28 Capital Improvement Plan and Fleet Request as submitted to the 1st Selectman. Mr. Dembek felt strongly to act immediately on putting a fire alarm system in the maintenance shop and garage. He would like it installed within the next six months and not wait for the CIP approval process.

MOTION made by Mr. Dembek to request the director to inquire and gather quotes on a new fire alarm system for the maintenance building, Mr. Valentini seconded.

VOTE The motion passed unanimously.

WATER-VEOLIA REPORT

Report was reviewed.

CORRESPONDENCE

8 Wilson Road-Letter was sent in asking for the Facility Charge to be waived until she has returned stateside from her job. Her electric and water has already been turned off. The Commission reviewed the request and denied request. Resident would need to cap the lateral connection for the fee to be waived.

PLANS REVIEW

The P&Z approved plan for 806 Hartford Turnpike, plans was received and filed.

PERSONNEL

The new proposed revision of the Assistant Director Job Description has been approved by the GGA Union. On December 15th, Director Bartelli will meet with the Personnel Review Board for further action.

ADJOURNMENT

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

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

VOTE The motion passed unanimously.

Respectfully submitted,
Amy L. Windle
Recording Secretary