

WATERFORD UTILITY COMMISSION

2021 FEB 19 AM 10:25

REGULAR MEETING MINUTES

DATE: February 16, 2021

PLACE: Zoom Meeting

PRESIDING: Chairman Peter Green

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

ALSO PRESENT: Staff: Neftali Soto-Chief Engineer, Jim Bartelli-Assistant Director, Attorney Nick Kepple and Bob Tuneski, Liaison for Board of Finance.

Chairman Green called the meeting to order at 6:07 PM

CITIZEN SESSION

SECRETARY'S REPORT

MOTION Made by Mr. Negri to approve the Minutes of the January 26<sup>th</sup> Special meeting with one correction of a vote taken for 91 Great Neck Rd, motion passed instead of failed, Mr. Negri seconded.

VOTE The motion passed.

BILLING ADJUSTMENTS

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

EXPENDITURES

MOTION made by Mr. Negri to approve January 2021 bill list, Mr. Valentini seconded.

VOTE The motion passed unanimously.

MOTION made by Mr. Valentini to give permission to pay invoices before commission meeting that are below \$100.00, seconded by Mr. Negri.

VOTE The motion passed.

OLD BUSINESS – REPORTS & UPDATES

1. FINANCIALS – WW FUND REVENUES/EXPENDITURES REPORT  
The financial were reviewed.
2. MUNICIPAL COMPLEX REHAB – STATUS UPDATE  
Mr. Kirkman gave a report. The Building Committee approved the purchase of 3 ceiling fans for the garage. They are waiting on quotes for 2 cameras for the gas pumps.
3. COLLECTIONS-UPDATE  
Attorney Kepple reported that they are on pace with last year, no problems to report.
4. TRI TOWN AGREEMENT  
Chairman Green gave an update on the status of the negotiations. Mr. Soto gave a report of the meeting Mr. Bartelli and himself had with the staff from the other towns. They felt they were able to cover a lot of materials.

UNFINISHED BUSINESS

NEW BUSINESS

5. Designation of WUC Secretary  

|        |                                                                                                            |
|--------|------------------------------------------------------------------------------------------------------------|
| MOTION | Made by Mr. Negri to close the nomination with one nominee, Ken Kirkman, seconded by Mr. Valentini.        |
| VOTE   | The motion passed.                                                                                         |
| MOTION | Made by Mr. Negri to elect Mr. Kirkman as the WUC Secretary for the commission, seconded by Mr. Valentini. |
| VOTE   | The motion passed.                                                                                         |
6. Evergreen Pumping Station-Design 4<sup>th</sup> Pump  
Mr. Soto explained the need to have a 4<sup>th</sup> pump installed and gave 2 reasons to use Wright-Pierce for the design:
  1. Wright-Pierce vast knowledge of the Evergreen PS and our water water infrastructure.
  2. Reasonable fee charge submitted by Wright-Pierce.

|        |                                                                                                                                                                                                                                                                                                                                 |
|--------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| MOTION | Made by Mr. Kirkman to waive the formal bid process and retain Wright-Pierce Engineers for a fee not to exceed \$18,000 for the design and development of contract documents for a 4 <sup>th</sup> pump at the Evergreen pumping station, seconded by Mr. Negri. Funding to be from the Sewer Development and Maintenance Fund. |
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VOTE            The Motion passed.

WATER-VEOLIA REPORT

Report has not been received yet. Mr. Soto will forward the report when he does receive it.

CORRESPONDENCE

PLANS REVIEW

Waterford Woods, a multi-family development complex is being proposed at 384 & 394 Willetts Avenue Extension. There will be 98 units. If approved it can connect into existing infrastructure. There will be a private pump station.

430 Mohegan Parkway-7 lot sub division is being proposed. It will require 290 feet of a sewer extension.

PERSONNEL

A new employee for the Sewer Technician I position started today. The maintenance department is now at full staff.

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. Negri seconded.

VOTE            The motion passed unanimously.

Respectfully submitted,

Amy L. Windle  
Recording Secretary