

WATERFORD UTILITY COMMISSION

REGULAR MEETING MINUTES

DATE: October 11, 2022

PLACE: 1000 Hartford Turnpike

PRESIDING: Chairman Ken Kirkman

MEMBERS PRESENT: Ray Valentini, Steve Negri and Thomas Dembek

ALSO PRESENT: Staff: James A. Bartelli, Director of Utilities

Chairman Ken Kirkman called the meeting to order at 6:00 p.m.

CITIZEN SESSION

None

SECRETARY'S REPORT

MOTION Made by Mr. Dembek to approve the Minutes of the September 13, 2022 meeting and the Special Meeting Minutes of September 1, 2022, Mr. Negri seconded.

VOTE The motion passed unanimously.

BILLING ADJUSTMENTS

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

EXPENDITURES

MOTION made by Mr. Negri to approve October 2022 bill list, Mr. Valentini seconded.

VOTE The motion passed unanimously.

OLD BUSINESS

- FINANCIALS – WW FUND REVENUES/EXPENDITURES REPORT
Office Coordinator will email the commission when they are completed.
- Director's Report-Mr. Bartelli reviewed this new report that provides updated information on all Utility Commission Capital projects in progress.
- Collection Report was reviewed.

NEW BUSINESS

- New Meeting Schedule for 2023-

MOTION made by Mr. Negri to accept the meeting schedule with one update made to the February meeting, seconded by Mr. Dembek.

VOTE The motion passed unanimously.

- New Billing Software-Mr. Bartelli reported on the new proposed company, inHance that WUC would like to pursue. He listed all the features of why it would be a good fit.

MOTION made by Mr. Valentini to endorse inHance billing software and not to exceed \$130,000, and forward request to the Board of Selectman for further action .seconded by Mr. Dembek.

VOTE The motion passed unanimously.

- 91 Great Neck Rd- Mr. Bartelli reported that a repair is needed to fix a sewer lateral within the roadway. The work will start October 12th by our on-call contractor.

WATER-VEOLIA REPORT

Report was reviewed.

PLANS REVIEW

Mr. Bartelli reported on a resident who lives on Mohegan Ave Parkway that has a faulty water well. Mr., Bartelli wanted to make the Commission aware of the problem as the property owner has expressed interest in having the Town extend the water main. Currently, no formal petition has been received.

PERSONNEL

A new Sewer Tech I started on September 26th and is doing well.

There is still a vacancy for the Assistant Director's position. Mr. Bartelli suggested the requirements of the position should be reviewed. The Commission requested that the Job Description be e-mailed to them for review.

ADJOURNMENT

With no further business before the Commission, the meeting adjourned at 7:50 p.m.

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

VOTE The motion passed unanimously.

Respectfully submitted,
Amy L. Windle
Recording Secretary