

WATERFORD UTILITY COMMISSION

REGULAR MEETING MINUTES

DATE: September 13, 2022

PLACE: 1000 Hartford Turnpike

PRESIDING: Chairman Ken Kirkman

MEMBERS PRESENT: Ray Valentini, Rodney Pinkham 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

Mr. Champlin representing Quaker Hill Baptist Church was present to request assistance in connecting the parsonage up to the Wastewater system because the septic system has failed. The Commission granted permission for a private sewer manhole to be set in order to utilize an existing sewer lateral. The installation of the manhole is contingent upon the proper utility easements being acquired and recorded on the land records. The request for financial assistance was respectfully denied.

SECRETARY'S REPORT

MOTION Made by Mr. Pinkham to approve the Minutes of the August 9, 2022 meeting and the Special Meeting Minutes of September 1, 2022, Mr. Dembek seconded.

VOTE The motion passed unanimously.

BILLING ADJUSTMENTS

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

EXPENDITURES

MOTION made by Mr. Pinkham to approve September 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.
- Operation Report-This report was explained and reviewed. The report covers the progress of the departments 5 divisions. Mr. Bartelli stated moving forward the Operations report and the Director's report will be combined into one cohesive report.

NEW BUSINESS

- New Sewer Use Billing Software-Mr. Bartelli provided an update on the search for our new utility billing system. A meeting is scheduled this Friday with City of New London/ Veolia to review information they provide us for billing in order to assure data compatibility with one of our potential vendors.

WATER-VEOLIA REPORT

Report was reviewed.

PLANS REVIEW

109R and 131 Clark Lane –Mr. Bartelli reported he received the 3rd revision for the affordable housing development. There are still minor changes required to meet the town's standards. Mr. Bartelli will inform the engineer of the requirements.

PERSONNEL

A new Sewer Tech I will be starting on Sept 26th.

OTHER

ADJOURNMENT

With no further business before the Commission, the meeting adjourned at 6:57 p.m.

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

VOTE The motion passed unanimously.

Respectfully submitted,
Amy L. Windle
Recording Secretary