

WATERFORD UTILITY COMMISSION

REGULAR MEETING MINUTES

RECEIVED FOR RECORD
JUL 24 2020

2020 JUL 24 PM 3:40

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TOWN CLERK

DATE: July 21, 2020

PLACE: Waterford Municipal Complex; 1000 Hartford Turnpike **ZOOM ACCESS ONLY**

PRESIDING: Chairman Peter Green

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

ALSO PRESENT: Staff: Neftali Soto-Chief Engineer, Jim Bartelli-Assistant Director and Attorney Nick Kepple

Chairman Green called the meeting to order at 6:01 PM

CITIZEN SESSION

None

SECRETARY'S REPORT

MOTION	Made by Mr. Valentini to approve the Minutes of the June 16, 2020 meeting, Mr. Negri seconded.
VOTE	The motion passed
MOTION	Made by Mr. Kirkman to approve the Minutes of the July 15, 2020 Special meeting, Mr. Negri seconded.
VOTE	The motion passed

BILLING ADJUSTMENTS

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

EXPENDITURES

MOTION	made by Mr. Negri to approve end of year FY20 and July 2020 bill list, Mr. Valentini seconded.
VOTE	The motion passed unanimously.

OLD BUSINESS – REPORTS & UPDATES

- **FINANCIALS – WW FUND REVENUES/EXPENDITURES REPORT**
The financial were reviewed. Mr. Soto reported that we ended FY20 under budget but it was tight.
- **MUNICIPAL COMPLEX REHAB – STATUS UPDATE**
The building committee had a tour this week of the new office building and the mechanics' area. The foundation for the new garage is currently being worked on.
- **COLLECTIONS-UPDATE**
Attorney Kepple gave a report that collections are going well. He stated that they had some good size payoffs this past month.
- **TRI TOWN AGREEMENT**
Attorney Kepple received a letter from the New London's Town Attorney. It addressed six areas that New London would like changed or added to the new Tri-Town agreement. Attorney Kepple will draft a response letter to be approved by the commission as well as a letter to East Lyme.
The Sub Committee for the Tri Town agreement met on July 15th via Zoom. They went page by page and discussed areas that should be updated.

UNFINISHED BUSINESS

- **FLOOD INSURANCE ON PUMP STATIONS**
Mr. Soto contacted our contact person at the insurance agency. She informed Mr. Soto that she had been working with the former finance director regarding the evaluation of the pump stations. She will be in touch in a couple of weeks with a full report.
- **Policy No. 3014 Well and Secondary Meters**
Mr. Soto explained how the new policy would work and if approved would send letter to residents to let them know of the change in policy.

MOTION made by Mr. Negri to accept the new Policy No. 3014 regarding Well and Secondary Meters, Mr. Kirkman seconded.

VOTE The motion passed unanimously.

NEW BUSINESS

- Extension on Evoqua Contract

Mr. Bartelli has been in contact with our sales representative for Evoqua that provide chemicals for odor control. Evoqua is willing to extend our contract and keep our current pricing for an additional year.

MOTION made by Mr. Kirkman to extend the current Evoqua contract for an additional year, seconded by Mr. Valentini.

VOTE Passed

WATER-VEOLIA REPORT

Report was not ready but will be e-mailed to Commission when available.

CORRESPONDENCE

None

PLANS REVIEW

None

PERSONNEL

- There are three candidates being interviewed this week for the Sewer Tech I position.
- Mr. Soto is working with Human Resources for the advertisement of the Operator position.

OTHER

ADJOURNMENT

With no further business before the Commission, the meeting adjourned at 6:49 p.m.

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

VOTE The motion passed unanimously.

Respectfully submitted,

Amy L. Windle
Recording Secretary