

WATERFORD UTILITY COMMISSION

2020 JUN 19 PM 3:51

REGULAR MEETING MINUTES

DATE: June 16, 2020

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

PRESIDING: Chairman Peter Green

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

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

Chairman Green called the meeting to order at 6:00 PM

CITIZEN SESSION

None

SECRETARY'S REPORT

MOTION Made by Mr. Negri to approve the Minutes of the May 19, 2020 meeting, Mr. Pinkham seconded.

VOTE The motion passed

BILLING ADJUSTMENTS

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

EXPENDITURES

MOTION made by Mr. Pinkham to approve June 2020 bill list, Mr. Negri seconded.

VOTE The motion passed unanimously.

OLD BUSINESS – REPORTS & UPDATES

- **FINANCIALS – WW FUND REVENUES/EXPENDITURES REPORT**
The financial were reviewed. Mr. Soto that the collection for the May bill was good even though in the midst of a pandemic.
- **MUNICIPAL COMPLEX REHAB – STATUS UPDATE**
The old office building and garage have been torn down and the remediation of the soil has started.
- **COLLECTIONS-UPDATE**
Attorney Kepple gave a report that collections are going well. He stated that they sent out a final call letter for the foreclosures files. His office got a good response and received about 6 payoffs. Attorney Kepple will start foreclosure process in July.
- **TRI TOWN AGREEMENT**
Mr. Soto and Mr. Bartelli finished their review of the Tri Town Agreement and their suggestions for changes. It was sent to Attorney Kepple's office for review before giving to Mr. Valentini and Mr. Kirkman for them to review.

UNFINISHED BUSINESS

- **FLOOD INSURANCE ON PUMP STATIONS**
Attorney Kepple spoke with Ms. Allen, the Finance Director regarding the flood insurance policy. She reiterated that it is mandated that we carry the policies. The only way to decrease the premiums is to have the value of pump stations re-evaluated by the insurance adjuster.
- **Wastewater Enterprise Fund FY2021 Budget(Draft)**
Mr. Soto reviewed previous years regarding the budget. He explained some of the changes for the upcoming year.

MOTION made by Mr. Negri to accept the Wastewater Budget for FY2021, Mr. Valentini seconded.

VOTE The motion passed unanimously.

NEW BUSINESS

- **Library Director Request**
Ms. Rubinstein requested that a flyer for the 2020 census be inserted in our July billing. The Library department would cover the cost of the flyer. The Commission had no objections to this request.
- **COVID-19**

Chairman Green wanted to know if the commission felt comfortable resuming the meetings again in person in the conference room. Mr. Soto and Mr. Bartelli felt the conference room was big enough to be able to social distance. The commission had no objections.

- Policy No. 3014-Well Meter and Secondary Meters

Mr. Soto reviewed the draft on the new policy. Chairman Green asked the commission to review the policy and to e-mail Mr. Soto their comments and concerns. This will be discussed again at the next meeting.

WATER-VEOLIA REPORT

Report was e-mailed to the commission members and reviewed.

CORRESPONDENCE

None

PLANS REVIEW

None

PERSONNEL

- There is an opening for Sewer Tech I, the gentleman that was on Worker's Comp has retired. The position is now open to the outside.
- Sewer Technician II has been filled with an internal employee of the town. He will start on July 13th.
- On June 22nd, two candidates for the Electrician/Operator position will be interviewed.

OTHER

ADJOURNMENT

With no further business before the Commission, the meeting adjourned at 7:07 p.m.

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

VOTE The motion passed unanimously.

Respectfully submitted,

Amy L. Windle
Recording Secretary