

WATERFORD UTILITY COMMISSION
REGULAR MEETING MINUTES

2020 MAY 22 AM 10:35

RECEIVED FROM RECORDS
MAY 26 2020

DATE: May 19, 2020

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

PRESIDING: Chairman Peter Green

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

ALSO PRESENT: Staff: Neftali Soto-Chief Engineer 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 April 21, 2020 meeting, Mr. Kirkman 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. Negri to approve May 2020 bill list, Mr. Kirkman seconded.

VOTE The motion passed unanimously.

OLD BUSINESS - REPORTS & UPDATES

- **FINANCIALS – WW FUND REVENUES/EXPENDITURES REPORT**
The financial were reviewed and had a discussion about the New London Wastewater treatment bill. Mr. Negri asked that Mr. Soto take 2 weeks to research why the bill was higher than normal.
- **MUNICIPAL COMPLEX REHAB – STATUS UPDATE**
Phase 1 is complete and the office staff and mechanics have moved into their new space. Phase II is starting with the remediation of the old building in preparation of being torn down.
- **COLLECTIONS-UPDATE**
Attorney Kepple gave a report that collections are going well. He received more files from WUC office to start the collection process. There are foreclosures that were put on hold because of the pandemic.
- **TRI TOWN AGREEMENT**
Discussion of a timetable with Mr. Soto to be finished with proposed changes to the agreement. Mr. Valentini and Mr. Kirkman will start on their process. Chairman Green reported he had a conversation with Mr. Weiner from New London. Mr. Weiner offered an extension on the current agreement if we needed more time with the negotiations because of the pandemic.
- **Governor's Executive Order 75 Implementation**
Mr. Soto gave a review of the terms of the deferment plan being offered to residents. Also, Attorney Kepple went over the terms for Landlords to be able to receive this benefit.
- **COVID-19-Office and Field Staff Operations**
Mr. Soto went over the procedures that are being followed to protect our employees. We currently have an adequate supply of Personal Protective Equipment.

UNFINISHED BUSINESS

- **FLOOD INSURANCE ON PUMP STATIONS**
Mr. Soto gave a follow up report to answer some questions regarding Flood Insurance. Flood Insurance is considered an operating expense therefore should be paid out of WUC Enterprise account. Plus, we can insure for a higher evaluation but cannot under insure according to Ms. Allen, Director of Finance.
Mr. Negri asked Attorney Kepple to speak with the Finance Director regarding this matter.

NEW BUSINESS

- Wastewater Enterprise Fund FY2021 Budget(Draft)
Commission would like some more information on the New London Treatment Bill to decide if the budget line needs to go up. Plus, Chairman Green requested that the members get a physical copy to review.

WATER-VEOLIA REPORT

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

CORRESPONDENCE

None

PLANS REVIEW

There have been some inquiries about the old airport property.

PERSONNEL

- One employee is back from FMLA.
- The department has a worker still out on Worker's comp.
- Sewer Technician II has been filled with an internal employee of the town.
- The electrician position is still open.

OTHER

ADJOURNMENT

With no further business before the Commission, the meeting adjourned at 7:42 p.m.

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

VOTE The motion passed unanimously.

Respectfully submitted,

Amy L. Windle
Recording Secretary