

MINUTES JOINT MEETING OF THE WOODRIDGE LAKE SEWER DISTRICT SEWER AUTHORITY
AND THE BOARD OF DIRECTORS OF THE WOODRIDGE LAKE SEWER DISTRICT
MONDAY, JANUARY 19, 2015, 6:00 P.M. WOODRIDGE LAKE CLUB HOUSE
CONFERENCE ROOM EAST HYERDALE DRIVE, GOSHEN, CONNECTICUT

CALL TO ORDER: Raymond A. Turri, Chairman and President of both boards respectively called the meeting to order at 6:00 P.M.

ATTENDANCE: Board members Raymond A. Turri, Joan M. Lang, James Hiltz and by conference phone Jim Mersfelder and Robert Goldfeld. Also present, Plant Superintendent Charles Ekstrom, Richard Reis, Chairman of the WLSO Finance Committee and Ken Green, Chairman of the WLSO Planning Committee.

APPROVAL OF MINUTES: The minutes of the December 15, 2014 meeting were presented for approval. **A MOTION WAS MADE BY** Joan Lang, seconded by Jim Mersfelder to approve said minutes as presented. No discussion on the minutes, **SO VOTED.**

MONTHLY OPERATIONAL REPORT: Said report for period ending January 19, 2015 was presented by Plant Superintendent Charles Ekstrom and is on file with the minutes of this meeting. Noted under the report: Personnel – Jason Patrick ½ sick day, 1 ½ vacation days.

Mark Theriault 1 vacation day, ½ sick day

Michael Migaldi 1 personal day, 1 sick day

Charles Ekstrom 5 days following joint surgery right hand.

Charlie Ekstrom reported that as of this date, Jason Patrick is scheduled for surgery on January 29th and it is expected that he will be out for a week to recuperate.

Projects: I/I repairs and pump station bypass bidding process- Said bids were received and opened on January 8th with two bids being received for each project. Charlie Ekstrom reported that he had reviewed the bids and has made his recommendations to Woodard & Curran.

Clarifier down – On January 7th during the sub-zero cold the east clarifier became inoperative. It was found the drive motor, main breaker and gear box all required replacement or repair. A new motor was purchased for \$802.00. To replace the gear box would cost over \$20,000.00 and the decision was made to try to make in house repairs. New bearings, seals and a new breaker and overloads were purchased and with the help of Eastern and Integrity the repairs were made and the clarifier as of this date was back in operation. A high quality of effluent was maintained during the time the clarifier was offline.

Plant Flows – The average daily flow for December was 131,000 gallons with total precipitation of 7.02". The average daily flow for the 2014 calendar year was 104,000 gallons with total precipitation of 64.35". The average daily flow to date for January 2015 is 104,000 with a maximum daily flow of 206,000. (there was a 2.57" that day). Total precipitation for January to date is 4.33". The records show that the average daily flow for past years ranged between 59,000 and 60,000 gallons per day.

CHANGE IN ORDER OF BUSINESS: By board agreement, the order of business was moved to new business to consider the awarding of bids for I/I Rehabilitation and Pump Station Upgrade Projects. Stations Upgrade Project. Two bids were received for each of the projects.

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I/I Rehabilitation Project: Heitkamp, Inc. Base Bid \$246,319.75, Alternate 1 \$28,735.00, Total Bid \$275,054.75. National Water Main Cleaning Co. Base Bid \$476,689.75, Alternate 1 \$29,490.00 Total Bid \$506,179.75

WLSD Pump Stations Upgrade Project: Kovacs Construction Base Bid \$139,884, Deductive Alternate 1 \$57,000, Total Bid Less Alt. 1 \$196,884. Nutmeg Utility Products, Base Bid \$97,671.00 Deductive Alternate 1 \$0, Total Bid \$97,671.00

Ray Turri reported that he and Dave Prickett were present for the opening of the bids and reviewed them in detail. Said bids were also reviewed by Plant Superintendent Charles Ekstrom. Ray Turri reported that under the low bid for the I/I Project there could be a delta of approximately \$250,000. Discussed was the potential use of the delta to be used for further I/I work. Ray Turri reported that the Low bidder who is well known in the State of CT, came in 45% lower than the other bidder and had no problem going with the low bidder. The bids were reviewed and summarized by David Prickett of W & C and Plant Superintendent Charlie Ekstrom and based on their recommendations to award the bids to the low bidders, the Board took the following action: **A MOTION WAS MADE BY** Bob Goldfeld seconded by Ray Turri to conditionally award the WLSD Pump Stations Upgrades Project to Nutmeg Utility Products of Cheshire, CT for the base bid (not including deductive alternate #1) in the amount of \$97,671, contingent upon review and approval by USDA-RD and submission of the necessary bonds and insurance certificates by Nutmeg. There was no discussion on the motion, **SO VOTED**.

A MOTION WAS MADE BY Bob Goldfeld, seconded by Ray Turri that the WLSD Board conditionally award the I/I Rehabilitation Project to Heitkamp, Inc. of Watertown, CT for the amount of \$275,054.75, which includes the base bid and alternate #1, contingent upon review and approval by USDA-RD and submission of the necessary bonds and insurance certificated by Heitkamp. No discussion, **SO VOTED**. David Pickett will be informed that the Board has approved the bids so he can move forward with getting the contracts ready and signed for the projects.

Regarding use of any delta toward further I/I work it is believed since the money has already been approved by USDA-RD that there should not be any problem with its use. Jim Mersfelder would contact David Prickett on the matter.

SCADA/Pump Station Monitoring System: Woodard & Curran will be doing the SCADA Project and have already started ordering the needed equipment. Charlie Ekstrom reported that he had gone out with a representative from W & C to look at all the sites and he is in the process of planning and obtaining the equipment.

Charlie Ekstrom left the meeting at 6:15 P.M.

FINANCIAL R EPORTS: Treasurer Jim Mersfelder reported on the following: The good trend in the collection of delinquent tax taxes continues. As of December 31, 2014 the Balance of 90 days or over delinquent taxes is \$13,110.21 compared with \$24,366.09 a year ago. The number of delinquent taxpayers is down to nineteen compared with twenty-five a year ago. Noted were the five delinquent

taxes due of over \$1,200.00. Noted and questioned under the delinquent tax report was the \$5,473.00 amount due in delinquent taxes by a taxpayer. It is believed the number is incorrect and Richard Reis would seek clarification and report back to the Board. Regarding the collection of the current 2nd installment, it was reported that one third of the 2nd installment has been collected to date.

OPERATIONAL BUDGET: As of December 31, 2014, the operational budget shows a favorable year to date balance of \$55,552.41, with Capital expenses remaining way under due to delays in capital projects.

It was reported that as previously discussed and approved the transfer of excess funds into two banks offering more favorable rates had been completed. Thomaston Savings and Northwest Community bank are the two banks now being used. There was no significant change in the cash flow for the month of December. There were no further items discussed under the financial reports.

PLANNING COMMITTEE REPORT: Ken Green, Chairman of the Planning Committee presented to the Board for consideration a recommendation from the Planning Committee that the WLS Board formally evaluate the Torrington Pipe Line as the preferred wastewater disposal alternative over the onsite option. The Planning Committee working with Legal Counsel presented the following recommendation:

The Planning Committee recommends to the WLS Board that it pursue, in addition to the on-site alternative, the Regional Alternative, which is a pipeline to Torrington, as a viable alternative for a long term solution to the District's wastewater disposal requirements subject, to an acceptable Inter Municipal Agreement with Torrington WPCA and DEEP thereof.

Questioned and discussed were the options and steps to be taken by the Board relative to funding and in working with DEEP and Torrington in order to move forward to reach a resolution on the wastewater disposal issue.

A MOTION WAS MADE BY Ray Turri seconded Jim Hiltz to accept the recommendation of the Planning Committee as written with the suggested change of the word **viable** alternative to be changed to read **preferred** alternative. There was no further discussion on the Motion, **SO VOTED**. Ken Green would inform John Wertam of the action taken by the Board.

Correspondence from David Prickett regarding a statement of qualifications and a change in contracted rolls with W & C and the District was presented for discussion. Before the Board took any action on the issue, it was agreed that Legal Counsel be sought and that a meeting to answer any questions and address the concerns of the Board would be held with Jay Sheehan of Woodard & Curran, Dave Prickett and Ray Turri.

Eligibility for connection of vacant lots: Jim Mersfelder reported on the response to the letter that went out to single vacant WL lot owners relative to their potential buildable status. Response to date shows that of the 157 single vacant lot owners, eighty seven say they want to connect, fifteen are already connected and twenty-one have shown interest in putting their lots under a Conservation restriction status which means they can never be built on. There are thirty-six remaining to be heard from. There

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are eight property owners that represent sixty-two sub-dividable lots. Seven of those properties are currently connected and we are waiting for a response from them relative to connection status. A decision remains to be made relative to any type of charged being placed on an unbuildable lot. Jim Hiltz noted that he took issue with a fixed benefit charge being placed on an unbuildable lot. Under research he has done, in Litchfield, Harwinton and Torrington, if the property is not connected to the sewer line, it is not taxed until such time as it is connected. Currently all properties at WL are paying an ad-valorem tax whether they are hooked into the system or not and Jim Hiltz felt that to add on an additional fixed benefit charge is taxing the property twice, and believed that only a 100 percent connectable charge should be applied.

Other Business: Request from WLSA Tax Collector for Board approval of refunds for two Sewer Tax over payments. One, in the name of Gould, Sara and Horne, Edward in the amount of \$525.66, the other, in the name of Poley, Mark in the amount of \$369.42. **A MOTION WAS MADE BY** Ray Turri, seconded by Joan Lang that the Board approve the above listed Sewer Tax overpayment refunds. No discussion, **SO VOTED.**

Letter to be filed: Given by Ray Turri to Joan Lang to be filed in the Clerk's office was correspondence dated January 15, 2015 to Norman St. Jean, USDA Area Loan Specialist regarding Application for Federal Assistance – Water and Waste Disposal Program.

There was no other business to come before the meeting. Ray Turri called for a motion to adjourn and the meeting adjourned at 7:05 P.M.

Respectively submitted,

WOODRIDGE LAKE SEWER DISTRICT SEWER AUTHORITY
WOODRIDGE LAKE SEWER DISTRICT BOARD

Joan M. Lang, Secretary and Clerk of both boards respectively