

MINUTES WOODRIDGE LAKE SEWER DISTRICT SEWER AUTHORITY
& BOARD OF DIRECTORS WOODRIDGE LAKE SEWER DISTRICT,
MONDAY, MAY 21, 2012, 6:00 P.M.
CONFERENCE ROOM WOODRIDGE LAKE CLUB HOUSE

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

BOARD MEMBERS PRESENT: Ray Turri, Jim Hiltz, and Jim Mersfelder by conference phone. Excused absence, Joan Lang and Bob Goldfeld. Also present Plant Manager Charlie Ekstrom and Finance Committee Chairman Richard Reis.

APPROVAL OF MINUTES: The minutes of the April 16, 2012 Meeting were presented for approval. **A MOTION WAS MADE BY** Ray Turri, seconded by Jim Mersfelder to approve said minutes as presented. There being no discussion on the minutes, the **motion carried**.

REPORT FROM PLANT MANAGER FOR MAY 2012- Charles Ekstrom reported on the following: **Personnel** – In May, Jason Patrick took a two (2) day Laboratory course and the test on same. To date, the results of test have not been received. Mark Theriault is signed up to take the DEEP Class II Certification exam on July 11th. Mike Migaldi took one day personal leave.

Projects: Ridge & Furrow Beds - The load testing of all four beds has been completed and the data is being compiled by Woodward & Curran. Joe Wetterman of DEEP made a site visit on April 30th and thought there was a problem with gravel placed on the access road that had been installed between the “A “ beds was allowing seepage from Bed A-4. To prevent any possible seepage that plant personnel installed plastic sheeting on the ends of Beds A-4, A-6 and A-8. Valve problems were noted with the valve for bed G-1 and a section of the pipe feeding to the valve. Colby Excavating was called in to excavate the problem area and repairs were made. Spring mowing of the beds has begun.

Corrosion protection – As a means to provide cathodic corrosion protection for the steel in-ground tanks, the pump chambers and Pump Station #6, magnesium anodes were purchased and have been installed.

Right of Way Clearing – Ron McCarthy was contracted to do the surveying work on the remaining 9600’ of un-cleared District Sewer right of ways, at a cost of \$7,000.00. Surveying work is near completion and bids will be solicited for the clearing of the right of ways with the clearing work to start after July 1, 2012. Any trees to be cut are being marked. Noted for the record two right of way incursions have been identified: one at 399 Milton Road where a retaining wall and a stone wall on top of it extends 10’+ into the right of way, and the second, also on Milton Road involves a livestock shed for Llamas built directly on top of the sewer line. The Board was in agreement that District should inform the property owners that the District is aware of these incursions and the potential that at some future date any obstructions in the right of ways would need to be removed. After discussion on the matter it was agreed that the matter should be handled by Legal Council and would be turned over to Atty. Chip Roraback

Manhole Raising – The three buried manholes on Beach Street near Route 4 have been located. Cocciola Paving was contacted and gave a quote of \$4,125.00 to raise the three manholes on Beach Street. Acting on the recommendation of Charlie Ekstrom, A **MOTION WAS MADE BY** Jim Mersfelder seconded by Ray Turri that the Board give authorization to proceed with the manhole raising work. No discussion, **SO VOTED**.

Plant Control Valves: The three control gate valves for the plant clarifiers are scheduled to be installed this week.

Plant & Station Flow – The total flow for April was 2.08 MG, with an average daily flow of 69,000 gal. The maximum daily flow was 94,000 gal with total precipitation at 3.10". To date for May the average daily flow was 80,000, gal., the max daily flow was 101,000, with precipitation at 3.61". There was no further report from Charlie Ekstrom and Charlie left the meeting at 6:20 P.M.

FINANCIAL REPORTS FOR APRIL 2012: Said reports were presented by Treasurer Jim Mersfelder who reported on the following delinquent accounts, capital expenditures and operating expenses.

Delinquent Tax Payers as of April 30, 2012 – The total delinquent taxpayers is 41, 25 are over 90 days, 10 are under payment plans with 9 being handled by the Marshal. Noted was the good work being done by the new Marshal. Collected for the Month of April was \$16,615.10. In looking at the forecast of capital expenditures for May, Jim Mersfelder noted that it is believed that approximately \$61,000 of the \$89,941 DEEP Scope of Work forecast will be expended in May with the forecast for June to increase.

Noted was the \$98,000 budgeted line item for Ground water testing and the fact that to date that money has been expended for the current fiscal year. It is estimated that there is an additional cost of approximately \$75,000.00 that is not funded by DEEP. Before the District moves to seek additional funds from DEEP for the over run, Paul Dombrowski of Woodward & Curran has been asked to provide the District with detailed documentation on the work that has been done and clarification of what the over run forecast is estimated to be.

Full Year Operating Expense Forecast as of April 30, 2012: Questioned was to what line item the expenditures for Chemicals & Supplies have been posted. Currently that line item is under expended by -\$7,145.61 and will require an adjusting entry. The line item variance of -\$19,160.00 for manhole raising will also be adjusted to reflect the Board approved \$4,125.00 manhole raising work to be done prior to June 30, 2012.

Appointment of Auditor for Fiscal Year ending June 30, 2012: Three bids were sought, only two were received. One from Carney, Roy and Gerrol, P.C. in the amount of \$10,500 and the other from DeLeo & Company in the amount of \$13,000. Richard Reis Chairman of the Finance Company reported that based on the \$2,500.00 variance between the two bids and the Finance Committee's review of the accounting needs of the District over the next several years that the Finance Committee was recommending to the

Board that they appoint the accounting Firm of Carney, Roy and Gerrol, P.C. to conduct the audit of the Financial Records of the WLSD for fiscal year ending June 30, 2012. Under discussion, it was noted that based on the fact that DeLeo & Company had conducted the audit of the Financial Records of the WLSD for the past several years, that they had been informed that they were not the low bidder and were given the opportunity to re-bid. As of the date of this meeting no response had been received.

A MOTION WAS MADE BY Ray Turri, seconded by Jim Hiltz to accept the proposal from Carney, Roy and Gerrol, P.C. for the Audit of the Financial Records of the District for fiscal year ending June 30, 2012. There was no further discussion on the motion, **SO VOTED.** Jim Mersfelder would contact CR&G on the District acceptance of their audit proposal.

Richard Reis reported on the establishment of a Credit Line for the District as part of the requirement for the District to receive a bank loan in advance of District's scheduled I & I work. After review of the proposals received from several area banks and before any decisions were made the Board was in agreement to further pursue the proposals received from Union Savings and Litchfield Bancorp. Jim Mersfelder would further negotiate with Union Savings and Ray Turri would negotiate with Litchfield Bancorp

Presented for review was the report received from Paul Dombrowski relative to the DEEP scope of work done by Woodward & Curran on the I & I Remediation from April 30, 2012 through May 21, 2012, and the list of open end items to be completed prior to June 30, 2012. Discussed briefly was what position the DEEP seems to be taking at this time on the ground water testing being completed by the District and any additional funding for the expanded work. Before meeting with the DEEP it was noted that all parties working with the District will be fully informed of the strategy being used by the District.

Ray Turri shared with the Board a thank you note received from Joan Lang thanking the Board and Plant Personnel for their condolences and support on the loss of her husband.

There was no other business to come before the meeting. Ray Turri adjourned the meeting at 6:55 P.M.

Respectfully submitted,

WLSDSA /WLSD

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