

MINUTES JOINT MEETING OF THE WOODRIDGE LAKE SEWER DISTRICT SEWER AUTHORITY
AND THE BOARD OF DIRECTORS OF THE WOODRIDGE LAKE SEWER DISTRICT
MONDAY, SEPTEMBER 14, 2015, 4:00 P.M. CONFERENCE ROOM WOODRIDGE
LAKE CLUB HOUSE, EAST HYERDALE DRIVE, GOSHEN, CONNECTICUT

CALL TO ORDER: Raymond A. Turri, Chairman and President of both boards respectively, called the meeting to order at 4:00 P.M.

ATTENDANCE: Board members, Raymond A. Turri, Joan M. Lang and by conference phone Jim Mersfelder. Excused absence Robert Goldfeld, absent James Hiltz. Also present Charlie Ekstrom WLSO Plant Superintendent and members of the WLSO Finance Committee, Richard Reis Chairman and Lou Fredrich.

APPROVAL OF MINUTES: The minutes of the August 17, 2015 meeting were presented for approval. A MOTION WAS MADE BY Ray Turri seconded by Jim Mersfelder to approve said minutes. There was no discussion on the minutes and they were APPROVED AS PRESENTED.

REPORT FROM PLANT SUPERINTENDENT: Plant Superintendent Charlie Ekstrom presented the operational report dated September 14, 2015 and the report is on file with the minutes of this meeting.

PERSONNEL: Attendance Jason Patrick 1 1/2 days' vacation, Mark Theriault 1 1/2 days' vacation, 1 personal day and 1 sick day. New hire Sean Baia started work on August 1, 2015. It was noted that a record of employee vacation, sick and personal days off is kept on a data base by Payroll Clerk, Laurie Mosley.

PROJECTS: Plant PUMP = Pump #2 with new impeller and volute was reinstalled by Eastern on Sept. 8th. It was found that shut off valves are not working and must be replaced. It was intended that the 6 shut-off valves and three check valves were to be replaced during the by-pass work but through oversight were not included in the contract with Nutmeg. Dave Prickett has noted that there is sufficient contingency funds under the USDA grant that will allow for the replacement of the shut-off valves and the check valves to be done. Eastern has been directed to give a quote and to acquire the necessary valves. The estimated cost of approximately \$25,000.00 plus labor. A MOTION WAS MADE BY Ray Turri seconded by Jim Mersfelder that the Board approve \$25,000 for the shut-off and check valves plus labor as part of the by-pass work project at Plant Pump. No further discussion, SO VOTED.

Station #8 – Pump #2 rebuilt and installed by Eastern. Work on Pump #2 has been rescheduled to be worked on before the end of September.

Station #6 – During the SCADA installation the electrical contractor over-pumped which caused Pump #2 to become air bound and due to vibration it caused a seal failure. A new seal was purchased and Eastern will be pulling and working on the pump. The cost for the seal and labor to replace the seal will be charged against the electrical contractors expenses,

Contracted projects: PS#6 By-pass work – Due to ground water problems, the decision was made to have Nutmeg hold off on the work until after Labor Day. Nutmeg is expected to install shoring at plant pump on Sept 23 and install the chamber on Sept. 24 and it is expected that will complete the work at Pump Station #6 after that. Due to work that is being done by the WLPOA around the tennis courts and pool, Richard Reis asked that the Woodridge Lake Property Owners Manager be kept informed as to

when the work will be done at PS#6. It was also noted that the Town of Goshen will be replacing the culvert near Pump Station #6 and due to the fact that the District has a force main and gravity line in the area and so that he can be present, Charlie Ekstrom stated that he has asked the Town Highway Superintendent to keep him apprised as to when the culvert work will be done.

Manhole repairs_ Heitkamp reported that all manhole repair work was completed on Sept. 10, 2015. Most of the scheduled short liners work and sewer main grouting/sealing work has been completed. Charlie Ekstrom reported that he has requested and is still waiting for the list from Heitkamp listing the manholes and detailing the work that was done. There is a hold back in payment in place until such time as the completed manhole work project is received. Random testing will be done on some of the manholes to certify the work that was done

SCADA: All of the pump stations are on line Deliver of some relays is need before the work at the plant can be completed. It is expected that all work and staff training should be done by Sept. 24h. Charlie Ekstrom noted that he was very pleased with the system. Being suggested and discussed was the purchase of a laptop computer to be used to remotely access the individual units at the stations. Also being considered is the use by the person on call of an iPhone which will have the necessary APP for the SCADA System. The cost for the suggested items is being sought and said cost will be covered under the SCADA work project.

Plant Flows: The average daily flow for August was 69,000 gallons with a total rainfall of 2.83". The third lowest monthly average seen in the past six years. To date for September, the average daily flow is 69,000 with a rain fall to date of 1.84". The peak flow over the Labor Day weekend was 96,000. Although the rainfall has been low, it is believed the decrease in flow is due in part to I & I work that has been done

Charlie reported that although it has only been two weeks since Sean Baia, the new employee was hired that Sean not only puts in a good appearance, his job performance is good and he fits in well with Jason and Mark and over all Charlie noted that he is very, very pleased with the new hire. Charlie informed he Board that he would be away from Thursday, September 17th through Monday September 24th. There were no other items discussed under the Operational Report and Charlie Ekstrom left the meeting at 4:20 P.M.

MONTHLY FINANCIAL REPORTS: Treasurer Jim Mersfelder reported on the following - Delinquent Taxes remain lower that they were at this time last year. Total delinquent taxes as of 8/31/2015 were \$16,967.79 vs. \$21,007.49 for 8/31/2014. The operating budget shows that expenses are under budget for the second month in the 2015/2016 fiscal year by \$25,963.00. Capital expenditures also continue to run under the budgeted forecast.

The revised Capital Budget shows the actual expenditures for July and August with a monthly projected forecast on the various capital projects based on the estimated completion dates. The District is starting to spend money on the design of the regional alternative. Bids are expected in this week for the survey work to be done on the pipe line route. Upon receipt of bids and a selection is made, the survey work

will be done this fall. Work continues on a resolution on the right-of-way issue on the Goodhouse and Wadhams property. Ray Turri reported that he has set a time of Thursday, Sept. 17 with Nancy Wadhams to discuss the issue and is also working to coordinate the date with Fran Goodhouse.

If requested by the property owners, written legal documents giving the District permission to walk on the property would be sought from the District's Legal Counsel.

USDA Loan Closing: Work is being expedited to complete the closing documents prior to the end of September. Jim Mersfelder reported that he is following through with Bruce Chudwick and Chip Roraback to make sure that the required list of necessary documents will be ready for the closing.

Jim Mersfelder noted the District is now working under the Grant Phase and Dave Prickett is working on the tracking of the expenditures relative to the reaching of the Target number of the USDA loan.

Cash Flow projections: Based on the projected Cash Flow Forecast for the 2015.2016 Fiscal year it is projected at this time the District will end the year at \$1,174,247.59. It was noted that a quote has been received from Union Savings Bank for a floating rate construction loan and it will depend on what the USDA rate is at the time of start of construction with a target date for the first money to come in October 2016.

Jim Mersfelder reported that he is was trying to contact Chris Wright to see if the nutrient loading data report that is based on the flow rates provided by the District. In an effort to keep things moving while they are away, Jim Mersfelder and Ray Turri were looking to Richard Reis and Ken Green to continue working with Jerry Rollett. Noted was the need to receive the report as soon as possible and Ray Turri reported that he has a call into Jerry Rollett would check on the status of the report. Richard Reis asked that he be kept informed as to what the Board would be wanting him to do in their absence.

Clarification on line item expenses under the Budget Summary Report – Questioned and explained was the overage on power for the past two month. Ray Turri reported that the overage is due to the extensive work that a lot of power is being used in the construction and installation of the SCADA system. Why is the line item for Insurance down by \$7,000.00? The reduction is due to fact that the cost for environmental insurance came in under budget. Questioned was the Professional Legal / Accounting expenses to date and Jim Mersfelder reported that \$100,000 was budgeted for the 2015/2016 fiscal year and was time out based on the 2014/2015 monthly spend out. It is currently looking at this time for that line item to come in under budget.

There was no other business to come before the meeting. Chairman Ray Turri asked for a motion to adjourn and the meeting adjourned at 4:35 P.M.

Respectively submitted,

WOODRIDGE LAKE SEWER DITRICT SEWER AUTHORITY
WOODRIDGE LAKE SEWER DISTRICT

