

MINUTES JOINT MEETING OF THE WOODRIDGE LAKE SEWER DISTRICT SEWER AUTHORITY
AND THE BOARD OF DIRECTORS OF THE WOODRIDGE LAKE SEWER DISTRICT
THURSDAY, OCTOBER 22, 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, Jim Mersfelder, James Hiltz and Joan Lang. Also present Richard Reis, Chairman of the WLSA Finance Committee, Kenneth Green, Chairman of the WLSA Planning Committee and Charles Ekstrom, WLSA Plant Superintendent.

Prior to the start of the meeting, Ray Turri noted that it was the first meeting the Board was holding since the untimely death of former Board member Robert (Bob) Goldfeld, who is being remembered as a dedicated, thoughtful, hardworking and always ready to enter into whatever was going on and will be greatly missed.

APPROVAL OF MINUTES: The minutes of the September 14, 2015 meeting were presented for approval. A MOTION WAS MADE BY Ray Turri seconded by Jim Mersfelder to approve said minutes as written. There was no discussion on the minutes, MOTION CARRIED.

REPORT FROM PLANT SUPERINTENDENT: Charles Ekstrom Plant Supt. Presented the operational report dated 10/22/2015 which is on file with the minutes of this meeting. The following items were noted under said report

PERSONNEL: Jason Patrick – 2 Vac. Days 1 1/2 personal day
Mark Theriault – 1 ½ Vacation days
Sean Baia – 1 sick day

PROJECTS: Plant Pump – By-pass chamber installation project completed and all three pumps were serviced and returned to service. Needing to be replaced in the near future are all six (6) shut off and 3 check valves. A quote received from Eastern in the amount of \$114,731.91, includes the valves, gaskets, fasteners, all labor, vacuum truck services, system tested and disposal of old parts for Pump Station #6 and Plant Pump. Relative to the major expense, USDA noted they would have no problem, if the project were included under a future grant/loan. It was noted that it is not work that needs immediate attention but should be done relatively soon. The valves need to be ordered and it can take up to six weeks for them to come in.

Pump Station #8: Pump #1 was rebuilt by Eastern and was installed on October 21, 2015 completing all the work that needed to be done at Pump station #8.

Pump Station #6: The contractor will reimburse the District \$2,300.00 for the replacement of the seal that failed due to the contractor over pumping the wet well at the time of installation of the SCADA system. The impellor and volute were found to be badly worn, they have been ordered and when received, will be installed.

Fall bed mowing- As of September 29th all been mowing was completed.

DEEP NOV – On 10/2/2015 correspondence was set to Joe Wetteman which addressed the action taken by Plant Personnel on the issues raised by Joe Wetteman. In a phone call received from Mr. Wetteman, he informed Charlie that he was satisfied with the contents of the letter but before signing off on the NOV, he will need to do an on-site visit.

Contracted I/I Projects – (1) The by-pass pump chamber at Plant Pump was installed on Sept. 29th and at Pump Station #6, on October 6-7. Both flow meters were wired and are expected to be connected to the SCADA system within a week. The driveway to PS #6 is scheduled to be repaired, when repaired the landscaping will be done to complete the project. Noted was the follow up work that needs to be done by Nutmeg to complete the project. There is a hold back of payment of the recent bill until such time as the project is fully completed.

(2) Heitkamp I/I Repairs - The last of the repair work was completed on October 14, 2015. To date, Heitkamp has not provided the District with a written report which details the I/I work that they did.

(3) SCADA – All pump stations are on-line and the staff training has been completed. Once the flow meters are hooked into the system the entire system will be on line. Charlie reported that he is still waiting for a tablet from Nutmeg to be used at the stations making it possible to monitor and remotely address any kind of problem. An I-Phone will also be used by Plant Personnel on Call.

Plant Flows – The average daily flow for September was 61,000 gal. with total precipitation of 4.74". To date for October the average daily flow is 58,000 with precipitation of 0.92"

Charlie Ekstrom reported that due to low flows, ragging problems can result and that he had given consideration to the installation of a channel monster grinder at PS#6. After looking at the cost of \$150,000 to \$200,000 he determined it was not a feasible option.

MONTHLY FINANCIAL REPORTS: Treasurer Jim Mersfelder reported on the following – Delinquent Tax Collection – The progress in the collection of delinquent taxes remains good. All efforts that have been made to collect the taxes from three (3) significant delinquents have not seen any results. Tax Collector Laurie Mosley has asked the Board to give consideration to the holding of a Tax Sale and gave the Board information on Atty. Adam J. Cohen who serves as general counsel for the Connecticut Tax Collectors' Association and handles Municipal Tax Sale litigations. Before any action is taken by the Board, Richard Reis will contact Atty. Cohen regarding the Tax Sale process and report back to the Board on his findings.

The Operating Budget for September shows the expenses are under budget by \$31,284.84. The overage on the line item for power is due to the excess use of power during the time of installation of the SCADA system and Insurance expenses are over, due to the upfront payment of insurance premiums. The capital reports shows a new forecast for September and October. A loan payment of \$686,000.00 was received in October from USDA. USDA is holding a check in the full amount of \$561,000 grant money. Under the grant agreement, grant dollars are paid out after the work has been done. Although some of the work has been done, for easier bookkeeping, USDA is holding the check until all the work is done. Needing to be determined is what rate of spending the District should take relative to the next level of engineering work under the regional alternative. Noted was the \$97,000 spend for the borings, Dave

Prickett is working on getting a cost figure for the survey work with the potential of extra cost to determine the boundaries of the Goodhouse property. Contact has been made with two other property owners relative to running the pipe line across their land rather than along a portion of East St. South and Route 4, which could result in a savings if permission is granted.

Torrington Pipe Line Option: Discussion was held at length regarding the results of the October 16, 2015 meeting held between the Torrington WPCA and the Woodridge Lake Sewer District. Overall, the results of the items of concern discussed at the meeting went well with Torrington being in agreement to attend a meeting with the WLSD and DEEP in support of an agreed solution to deliver WLSD waste water to Torrington. Coming as a shock out of the meeting was an expected buy-in capital payment from the District to connect the existing plant and system. Before any joint meeting is held with the DEEP, the capital buy-in concept and the financial impact it would have on the WLSD needed to be fully addressed and the Board discussed the steps needed to be taken regarding all aspects of a capital buy-in.

SURVEY OF THE TORRINGTON PIPE LINE ROUTE: To date, Dave Prickett has not provided the District with any quotes for the Board approved survey work. Noted was the time element in which to get the work done. Ray Turri would contact Dave Prickett giving him a delta of time under which once a purchase order is cut, the work should be done before the end of the year.

PLANT PUMP & PUMP STATION #6 VALVE REPLACEMENT: The Board was in agreement to have the valve preplacement work done now and a MOTION WAS MADE BY Ray Turri seconded by Jim Mersfelder to give authorization to proceed with the replacement of the (15) fifteen valves and accept the quote of \$114,000 received from Eastern to do the work. There was no discussion on the motion, SO VOTED.

APPOINTMENT OF FIRST ALTERNATE: Richard Reis stated that he is willing to serve as an alternate on the WLSDSA Board and a MOTION WAS MADE BY Ray Turri, seconded by Jim Mersfelder appoint Richard Reis to serve as First Alternate on the WLSDSA Board. There was no discussion on the motion, SO VOTED. Noted was the need to look for others who might be willing to serve on the Boards.

Joan Lang informed the Board that as of December 1, she would be moving up to Otis, MA and the Board should also be looking for someone to serve as Clerk and secretary for the District. Laurie Mosley has work for the District for the past fifteen years, is very knowledgeable of the various tasks within the District Office and is willing to do the work. Laurie Mosley is not a property owner within the District so there is a question of her being able to serve as Clerk of the District. Joan Lang would contact Chip Roraback for legal opinion on the matter. Joan stated she is giving consideration of staying on the Board and serving as Clerk until the Annual Meeting of the District in May and would give the Board her final decision at the November meeting.

BOARD APPROVAL OF TAX OVERPAYMENT REFUND: A MOTION WAS MADE BY Ray Turri seconded by Richard Reis to approve a tax refund of \$21.06 in the name of Howard Hughson. No discussion, SO VOTED.

WLSDSA/WLSD MINUTES
10/22/2015 MEETING
PAGE 4 OF 4

JUNE 30, 2015 FISCAL AUDIT: Review of the completed 6/30/2015 Draft Audit of the financial records of the District showed a clean audit and Jim Mersfelder reported that the Finance Committee is in the process of completing the Management Letter to be included in the completed audit.

There was no other business to come before the meeting. Ray Turri called for a motion to adjourn and the meeting adjourned at 5:30 P.M.

Respectfully submitted,

WOODRIDGE LAKE SEWER DISTRICT SEWER AUTHORITY
WOODRIDGE LAKE SEWER DISTRICT

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