

MINUTES JOINT MEETING OF THE WOODRIDGE LAKE SEWER DISTRICT  
SEWER AUTHORITY & THE BOARD OF DIRECTORS OF WOODRIDGE LAKE  
SEWER DISTRICT, MONDAY, FEBRUARY 18, 2013, 6:00 P.M. CONFERENCE  
ROOM WOODRIDGE LAKE CLUB HOUSE, EAST HYERDALE DRIVE

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

ATTENDANCE: Raymond Turri, Joan Lang, Robert Goldfeld, James Hiltz. Excused absence Jim Mersfelder. Also present Plant Manager Charlie Ekstrom and Finance Chairman Richard Reis.

APPROVAL OF MINUTES: The minutes of the January 21, 2013 meeting were presented for approval. **A MOTION WAS MADE BY** Bob Goldfeld seconded by Joan Lang to approve said minutes as presented. No discussion, **SO VOTED.**

OPERATIONAL REPORT FROM 1/23-2/18/2013: Plant Manager Charlie Ekstrom reported on the following:

Personnel: Perfect attendance for all three Plant Operators. Mark Theriault has completed another Sacramento Course. Mike Migaldi passed the DEEP Class I Certification exam on January 9, 2013. Charlie Ekstrom recommended to the Board that Mike Migaldi be promoted to Plant Operator I and that he receive a pay increase of \$1.28 per hour bringing him to the \$18.54 hourly base wage for that position.

Pump Station #3 Pump #1 seal moisture failure - Pump was pulled and transported by Eastern to ABS Pumps for rebuilding. The pump was reinstalled on 2/7/13. Total cost for labor and materials from both Eastern and ABS was \$3,251.15.

Plant Pickup: Brakes required replacement. Phone estimate received from Monro Service for replacement was \$1,750.00. A decision was made to do the work in-house. The parts purchased from NAPA cost \$700.00 and the work was done by Mark Theriault.

Storm "Charlotte" Friday 2/8/2013: Based on blizzard conditions being predicted Charlie Ekstrom elected to have Mark, Jason and Mike remain at work through the night. There were several alarms received, but fortunately no power outages. All three worked until 11:30 A.M. on Saturday clearing snow at the Plant and worked four hours on Sunday to remove snow around the Pump Stations. Charlie praised the employees for a job well done.

Plant flows – Total flow for January was 3.284MG. The average daily flow was 106,000 gpd. with total precipitation of 2.67". To date for the month of February the average daily flow is 102,000 with a maximum flow of 127,000 and total rainfall of 3.02".

Not included in the Operations Report but noted by Charlie Ekstrom was the Saturday 16<sup>th</sup> 3:00 A.M Alarm. The alarm was due to a power line being down in Litchfield which resulted in CL&P re-routing the power for this area from Kent. The re-routing of power caused a reduction in the voltage which caused the generators at Plant Pump and Pump station #6 failing to kick in. Until full power was restored at about 1:00 P.M. on Saturday

afternoon, it required that Mark Theriault remain on call to manually start the generators. Concern was expressed as to why the generator transfer switches did not work and prior to contacting Tower Generator, Ray Turri noted that he would contact CL&P to get a history report of the power outage. There were no other items reported under the operation report and Charlie Ekstrom left the Meeting at 6:15 P.M.

FINANCIAL REPORTS: Richard Reis Finance Board Chairman reported on the following: February Balance Sheet – Not showing on the Balance sheet but as recommended by the Finance Committee and approved by the Board, was the roll over of the Torrington Savings Bank CD in the amount of \$210,000.00 into a twelve month CD at .350% and the transfer of \$250,000.00 from the Union Savings STIF account to a twelve month Union Savings CD at a .035 % rate. Also noted under the balance sheet was the Sewer Assesments Receivable of \$132,958.92 due as of January 31, 2013. and does not show the taxes received as of the February 1/ 2/13 due date for the second installment. It was noted that of the \$132,958.92 the new low of \$9,200.00 is prior year exposure. It was noted that Treasurer Jim Mersfelder had signed 134 letters that went out to property owners who have not paid their 2<sup>nd</sup> installment.

Full Year Operating Forecast as of 1/31/2013 – As noted under the December report, the Plant Equipment Repair & Maintenance and Collection System Repair & Maintenance spending continues for repair of the aging equipment. Spending remains under for our environmental lawyer.

Capital Budget – The Board received a revised spend out plan for I & I remediation and the SCADA System. Projected at this time is the June date for application of a 2% Clean Water Loan from the State for \$245,000.00. The Capital Expenditures as of January 31, 2013 total \$342,250.46 with a projected June 30, 2013 actual of \$685,594.13.

OPERATIONS REPORT: In the absence of Jim Mersfelder, there was no report.

PLANNING COMMITTEE MEETING UPDATE: Ray Terri read into the minutes a portion of the minutes of the January 21, 2012 Planning Committee meeting which he received from Ken Green, Chairman of the Planning Committee. (A complete copy of the minutes is on file with the minutes of this meeting) Noted under the minutes is the following: “**Long Term Solutions to WLSD’s Wastewater Treatment and Disposal Requirements.** The Committee discussed the two long term solutions to the WLSD’s wastewater requirements: the local alternative of upgrading the plant and disposal fields and the regional alternative of building a pipeline to the Torrington WPCA. The Committee discussed the technical, engineering, financial and regulatory issues surrounding both alternatives. The Committee agreed that our advisors (both Woodward & Curran and Shipman & Goodwin needed to do further work on the matters before the Committee could finalize its work on the two alternatives and be in a position to make recommendations to DEEP and the Taxpayers of the District.

The Committee charged its advisors to pursue the work further. W & C will prepare a proposed timeline of how the work will proceed as well as pursue further engineering and financial analysis of the two alternatives. S & G will research regulatory standards on similar WPCAs in the state as well as begin planning for the presentation to DEEP. “

Upon receipt of the proposed timetable from W & C and estimates from the Districts advisors as to when they can complete their assignments, a date for the next Planning Committee Meeting will be set. The estimated time frame for the next meeting is late February.

**BOARD APPROVAL OF POSITION AND WAGE INCREASE FOR MIKE MIGALDI:** Acting on the recommendation of Plant Manager Charlie Ekstrom **A MOTION WAS MADE BY** Ray Turri seconded by Bob Goldfeld to raise the position of Mike Migaldi from Plant Operator to Plant Operator I and increase his wages from \$17.26 per hour to \$18.54 per hour effective February 18, 2013. There was no discussion on the motion, **SO VOTED.**

**BOARD APPROVAL OF SEWER TAX OVERPAYMENTS:** Presented for Board Approval were the following Sewer Tax Overpayment Refunds: Thomas & Lois Farrell in the amount of \$82.30 and Thomas & Patricia Phillips in the amount of \$668.81. **A MOTION WAS MADE BY** Raymond Turri seconded by Bob Goldfeld to refund \$82.30 to Thomas & Lois Farrell and \$668.81 to Thomas & Patricia Phillips. There was no discussion, **SO VOTED.**

There was no other business to come before the meeting. Ray Turri called for adjournment and the meeting adjourned at 6:35 P.M.

Respectfully submitted,

WOODRIDGE LAKE SEWER DISTRICT SEWER AUTHORITY  
WOODRIDGE LAKE SEWER DISTRICT

Joan M. Lang, Secretary & Clerk respectively of both Boards