

MINUTES WOODRIDGE LAKE SEWER DISTRICT SEWER AUTHORITY AND  
WOODRIDGE LAKE SEWER DISTRICT BOARD, MONDAY, JANUARY 16, 2012  
6:30 P. M., WOODRIDGE LAKE CLUB HOUSE.

ATTENDANCE: Raymond Turri, Joan Lang, Robert Goldfeld and Jim Mersfelder by land line. Also present Finance Committee Chairman, Richard Reis. Excused absence, Board Member James Hiltz and Plant Superintendent Charles Ekstrom.

CALL TO ORDER: Raymond Turri, Chairman and President of both boards respectively called the meeting to order at 6:30 P.M.

APPROVAL OF MINUTES: The minutes of the November 28, 2011 meeting were presented for approval. **A MOTION WAS MADE BY** Jim Mersfelder, seconded by Ray Turri to approve said minutes as written. There was no discussion on the minutes and **they were approved as presented.**

REPORT OF PLANT SUPERINTENDENT: In the absence of the Plant Superintendent, Ray Turri presented the following under the operational report prepared by Charlie Ekstrom. Said report covers from November 28, 2011 through January 13, 2012.

**Plant Personnel:** Jason Patrick has acquired enough additional education credits to make him eligible for the DEEP Class II Certificate by January 31, 2012. New Employee Michael Magaldi started work on December 19, 2011. Mike came well recommended by his previous employers and brings with him electrical knowledge, welding and heavy equipment experience. He fits in well with Jason and Mark and shows the same good strong work ethic that they have.

**Projects: Ridge & Furrow Beds-** The four (4) beds to be used for testing in the spring by Woodward & Curran have been prepared and test pit work completed. The scheduled test of the prepared beds was held in December and went well. Present for the testing was Engineer Paul Dombrowski, Joe Wettemann and Ann Straut-Esden of the State DEEP, Plant Superintendent Charlie Ekstrom, Board Member Jim Mersfelder and Ken Green Chair of the Planning Committee. Mr. Wettemann was surprised to see there was no breakout of the prepared beds especially after a 2" to 3" rain fall the previous day and the day of the scheduled test. Ann Straut-Esden took photographs of the test beds perimeters.

**Plant Pump Generator-**The generator was installed as of 12/27/2011, is now in service, automatically runs 15 minutes per week and is fully paid for. The Plant staff has been given on-site instructions on the operation of the unit.

**Manhole Inspection and Repairs-** Approximately 30 manholes located in Rights-of-ways have been inspected. A manhole on W. Hyerdale was patched results of which stopped a 1,000 gal. per day leak. Manholes located in areas of potential I & I problems are being checked during and after heavy rainfall events.

**Ejector Pump monitoring devices-** Five homeowners gave permission to allow the monitors to be installed to their sewage pumps. The monitors will remain in place until early February.

**Plant staffing-**The addition to the staff has enabled the plant personnel to become more active out in the collection system, manhole inspections, cleaning up Plant Pump and PS #6 as well as repairing heaters at Pump Stations #3 and 7.

**Plant & Station flows-** Total Flows for November 3.628 MG, average daily flow was 121,000 gal per day with a max daily flow of 167,000 gal per day. Total precipitation for November was 2.72". Total flow for the month of December was 4.141MG, average daily flow 134,000 gal per day, with a max daily flow of 218,000 gal. The precipitation was 4.45". January flows to date are 1,301 MG, average flow 102,000 gal., max flow of 146,000, with a 1.66" rainfall.

**FINANCIAL REPORTS PERIOD ENDING 12/31/2011:** Delinquent Taxes-Seven (7) property owners are being marshaled, ten (10) on payment plans with a total of twenty-three (23) significant delinquent taxpayers. Collected in delinquent taxes since date of last report was \$6,783.73. Total delinquent this month is \$53,842.59 vs \$59,206.27 reported last month. For the record, Jim Mersfelder noted that \$354,913.80 remains to be collected under the January 2012 installment. Total exposure through the Marshal is \$21,657.08. Discussed was the lack of work being done by the Marshal currently being used and the fact that he has had seven accounts for over 90 days and has produced no results. Also discussed was the use of Tax Sale as a means of recouping the delinquent taxes and the need to get legal clarification on the question of the District having the authority to hold a tax sale. Jim Mersfelder would contact Atty. Chip Roraback to seek resolution of the matter. Based on further discussion relative to using the services of another Marshal, **A MOT ION WAS MADE BY** Ray Turri, seconded by Robert Goldfeld to make a change and go with the Marshal previously used by the Woodridge Lake Sewer District. No further discussion, **SO VOTED.**

**Full Year Operating Expenses and Capital as of 12/31/2011-**Noted and explained were the following; Payroll-Based on the hire of a new man, the payroll line items currently under budget will be utilized. Budget line items for Chemicals/Supplies and Plant Equipment Repair & Maintenance are expected to be spent. Based on projected Infiltration work it was reported that the Collection System Repair & Maintenance budget lines will be over budget. The total operating budget is now projected to be about \$100,000 under budget and the capital budget under budget by \$30,000.

Cash Flow: Noted January expenses were the Power Generator and DEP Scope of Work Project. Noted was the outstanding is the \$25,169.99 for the upgrade of the Tertiary System. The upgrade work has been completed, but the system is not working properly and the balance due on the work is being held until Weston & Sampson solves the problems. Plant Superintendent Charlie Ekstrom has had little or no response to his calls to them and Ray Turri stated that he would contact Weston & Sampson on the matter. Noted under the Cash flow was the anticipated \$300,000.00 to be collected in taxes and Torrington Savings \$250,000.00 CD coming due on February 4<sup>th</sup>. Based on no immediate need for the funds, it was agreed to roll over the CD. Joan Lang would contact the Bank and working with the Finance Committee, a decision on the length of time would be determined based on the current interest rates.

**PAXTON COURT SEWER LINE REPAIR:** Found during recent inspection of the sewer line on Paxton Court was a severe infiltration problem. Review of the TV inspection done of the line by New England Pipe Cleaning Co was reviewed and a quote of \$21,000.00 was received from NEPCCO for repair of 805' of the line. Prior to the repair the flows were averaging 10,000 to 12,000 gpd. Repairs to the line cut the flows down to approximately 2,000 gpd, a savings of 10,000 gpd. Under discussion, it was agreed that there is the potential for major infiltration in the 16 miles of sewer lines and based on the fact that no major infiltration problems were found on the infiltration testing of home storm drains, sump pumps and cleanouts in suspected areas the Planning and Operating Committee working with the Finance Committee should consider developing out a plan to determine how much money would be needed to inspect and repair, if needed, the remaining sewer lines. Discussed was the funding of the project and the potential for the District to apply for funding under State Small Town Set Aside Funds. Other means of funding was also discussed. Paul Dombrowski is preparing an analysis for the Planning Committee that is expected to give a detailed flow analysis to determine the priorities and how the District needs to proceed in resolving the infiltration issue. It was agreed that this would be the topic of discussion for the next Planning Committee meeting which will be held on Monday, February 6, 2012, 3:00 P.M. in Ray Turri's Torrington Office. Richard Reis would also attend this next scheduled Planning Committee Meeting.

Discussed briefly was the position of the DEEP relative to the modified Field Testing program. It was noted that there has been no contract with the DEEP and the DEEP will be back for the spring testing program. Although no written confirmation has been received it is believed at this time that the DEEP has agreed to the modified testing program that was sent to them by Paul Dombrowski. It was noted that a copy of the agreed too modifications of the testing program should be made available for review as soon as possible.

**New Business:** After a brief discussion relative to a change in time for the holding of the WLSDSA/WLSD scheduled monthly meetings **A MOTION WAS MADE BY** Ray Turri seconded by Joan Mélange to change the time from 7:00 P.M. to 6:00 P.M. There was no further discussion, **SO VOTED**. Jim Mersfelder would post said change in time on the District website.

Bob Goldfeld raised a question relative to possible conflict of interest by Tom McKiernan who as a Woodridge Lake Property Owner and a member of the Woodridge Lake Property Owners Association Board is handling the Insurance for both the Woodridge Lake Sewer District and the Woodridge Lake Property Owners Association. It was noted that he takes no fees for his services from the WLPOA and signs, as all other Board members sign, a conflict of interest statement. He is not a member of the WLSD Board and it was the opinion of the Board that Tom McKiernan is very good in what he does and we want to work with the best people. It was agreed that it would be in the best interest of the Board and District that the Board Members of the WLSD also sign a conflict of interest statement.

**Fiscal Audit Quote:** Joan Lang reported that she had been in contact with Mike Zemaitis, CPA relative to submitting a quote for the June 30, 2012 Audit. Mr. Zemaitis was interested, but noted that he would not be able to make any commitment prior to the end of April. Time requirements for notifying the State Office of Policy & Management would allow for the Board to make a decision in May on the use of auditor for June 30, 2012. Joan Lang would contact Mr. Zemaitis asking him to submit a quote for audit.

**Board Approval of Sewer Tax Refunds:** Sewer Refunds totaling \$1,364.78 for sewer tax overpayments were presented for Board approval. The refunds are Wilbur & Gladys Hansen, \$348.63, Scheinbert, Mark et al, \$531.12, Gomes, Frank, \$417.03 and Mersfelder, Jim, \$68.00. **A MOTION WAS MADE BY** Ray Turri seconded by Bob Goldberg to give Clerk Joan Lang Authorization to pay the four sewer tax overpayments, **SO VOTED.**

Discussed briefly was the use of the website by parties seeking information relative to the status of the tax records of Woodridge Lake taxpayers. Jim Mersfelder reported the Lock Box Payment service has been terminated for the current payment period due to the fact that Fisery the company that was performing the lock box servicing for Union Savings has terminated providing the service after the coupons had been printed making the coupons printed in the spring obsolete for use for the second installment. January payments continue to go to the Union Savings Lock Box which are picked up by the Bank and sent to WLSD Tax Collector Laurie Mosley for manual processing.

Received by the Board was a written note of Thanks from Jason Patrick and Mark Theriault thanking the Board for the generous Christmas gifts received by the employees.

There was no other business to come before the meeting. Ray Turri adjourned the meeting at 7:30 P.M.

Respectfully submitted,

WOODRIDGE LAKE SEWER DISTRICT SEWER AUTHORITY  
WOODRIDGE LAKE SEWER DISTRICT

Joan M. Lang, Secretary & Clerk respectively