

MINUTES FOR THE REGULAR JOINT MEETING OF THE WOODRIDGE LAKE SEWER DISTRICT SEWER AUTHORITY AND THE BOARD OF DIRECTORS OF THE WOODRIDGE LAKE SEWER DISTRICT MONDAY, AUGUST 19, 2019, AT 3:00 P.M. HELD IN THE CONFERENCE ROOM LOCATED AT THE WOODRIDGE LAKE CLUBHOUSE, 260 EAST HYERDALE DRIVE, GOSHEN, CONNECTICUT

CALL TO ORDER: Raymond Turri President, called the meeting to order at 3:06 PM.

ATTENDANCE: Board members present, Raymond Turri, Alfred Shull, Richard Reis, James Hiltz, Alternate Jeffrey Clark, and by telephone James Mersfelder and Alternate Thomas McKiernan, also attending Tax Collector/Clerk Laurie Mosley and Plant Superintendent Mark Theriault.

EXCUSED: None

APPROVAL OF MINUTES: The minutes of the regular board meeting held July 15, 2019 were presented for approval.

A MOTION WAS MADE BY, Richard Reis, seconded by Alfred Shull, to approve said minutes as written. No other corrections or discussions. **SO VOTED.**

REPORT FROM PLANT SUPERINTENDENT-MARK THERIAULT

- Since the last monthly meeting the generator at station 6 has been painted, it looks like new again. The guys did a really nice job with it. Mark will have the generator at station 9 painted next.
- Manhole 1-4 on Cornwall Drive needed to be raised after we dug it out for the CCTV work to be completed. Most all the manholes in the collection system are 26 inches however, 1-4 is 28 inches. The cost for a 28 inch riser was \$850 and had to be special ordered, Mark felt we could use the 26 inch riser ring currently on hand and then a 26 inch cover at no cost and resolve the issue. There are only a few 28 inch manholes out there and it is near impossible to get risers or covers for them.
- Mark had Scott from Turri-Masterson Electric here to look at return pump 3 at main plant. Pump 3 was and still is having issues with tripping out and not being able to be reset. Scott was here twice and changed out the contacts, the pump was well for a short amount of time and now is having the same issue.
- Early morning Sunday, August 4, Joe Palumbo was called to a problem at station 9. All 3 pumps were not pumping. All employees were called in to help with the problem. Eastern was called and arrived with vac trucks. They cleaned out the wet-well also cleaned the level transducer. There were plastic pieces and rags clogging the pumps and/or inlet to the pumps causing them to become air bound. The plastic and rags were removed and the pumps were bleed. The station was back up and running after that.
- DPC sent a representative to walk the Right of Ways in advance of the CCTV work that is going to be done. There are a few places that need to be cleared for access to get the CCTV work done.
- Mark also had Brian from BNC Tree Service here to look at clearing the force main Right of Way (ROW) from East Hyerdale Drive to Beach Street. Brian did the ROW clearing for us last time we had that work done and did an excellent job with no complaints from property owners. Mark

also had him look at the ROWs that need to be cleared for the CCTV work. Brian is working on a Quote for him. The board asked Mark to get other bids on the project.

- Eastern water was here to replace the isolation valves at station 5. Mark included the work in last year's budget but had trouble scheduling the work with Eastern until July.
- John Derasmo had an accident taking the bush hog off the tractor to replace the hitch pins. The mower dropped on his foot as he took the mower off the 3 point hitch. John went home early that day and took the next day off to see a doctor. The doctor said he bruised the bone in his foot but it was not broken. Mark filled out an accident report and has it on file. Tom McKiernan suggested we send in the accident report to our Insurer just in case something comes up later down the road. Mark replied that he will forward it to Tom to submit to the carrier.
- John Derasmo received the results from his exam, his score was 53. John has one more chance to pass the exam in January. Mark told him he MUST pass in January.
- Eddie from Woodard and Curran was here to do SCADA maintenance. Alarms were tested and all information was backed up.

Jim asked about the new contract for the SCADA maintenance. He asked that Mark and Jeff work together to develop a bid package and then solicit bids.

FLOWS: For July the average daily flow was 79,000 gpd. and the total rainfall was 2.42 in. For August the average daily flow to date is 75,000 gpd. and the total rainfall is .75 in.

Jeff Clark discussed his flow charts on Monthly ADF verse Limits, Fiscal Year Total Flow verse Limits and Fiscal Year ADF verse Limit and Speed Limit Penalties. Discussion occurred on this topic. A notable fact, this past year has been the 3rd wettest year on record for Connecticut.

MONTHLY FINANCIAL REPORTS: Jeff Clark reported on the delinquent report. We have 8 in arrears, last year was 8. 8 taxpayers are under warrant. Total delinquent is \$8,970.29.

Jeff reported, as we all know, the auditors will be making adjustments to many items that are in June and July. Things that happened in June but were paid in July will be adjusted to be a June payments. These adjustments won't be final for a month or two so these numbers will change. Under the Revenues, we have collected \$1,233,878, \$4,493 over budget. Under expenditures we spent \$90,126, \$30,096 over budget, however, the auditors are making adjustments to the June/July report (we paid for two years of insurance which will be broken out per year). We are very under budget for Capital, all due to the project not starting. We spent \$0 which was under budget by \$525,951. Laurie reported that our Workman Compensation Insurance has gone down \$2,123 many due to the change of employees, we are now down by one. We also have a \$500 decrease in our Health Benefit charge due to Mark Theriault's daughter coming off the coverage. Mark thanked the board for this benefit.

A MOTION WAS MADE BY Richard Reis seconded by Jim Hiltz, to go into Executive Session at 3:30PM to discuss the Torrington Sewer Pipeline Project. No discussion, **SO VOTED.**

At 3:45PM A MOTION WAS MADE BY Alfred Shull, seconded by Jim Hiltz to come out of Executive Session. No discussion, **SO VOTED.**

A MOTION WAS MADE BY Richard Reis seconded by Jim Hiltz, to go into Executive Session at 3:46PM to discuss employees. Ray asked Laurie and Mark to leave the session. No discussion, **SO VOTED.**

At 3:54PM A MOTION WAS MADE BY Alfred Shull, seconded by Jim Hiltz to come out of Executive Session. No discussion, **SO VOTED.**

NEW BUSINESS: Ray Turri reported that the board received a letter of resignation from Thomas McKiernan, our second alternate to the board. The reason for resignation was that Tom has sold his home at Woodridge Lake and can no longer sit on the board. Tom thanked the board and stated he would help with our insurance needs, as he has for many years. Ray thanked him for all he has done.

-Laurie Mosley, Tax Collector asked for an approval on a refund to Carl & Gail Hyman on property they had sold to Richard Rigby Solimano on 48 Bueford Court. They paid in error, \$811.58 in sewer tax, two weeks after the closing. Laurie sent the information to the new owners with explanation to the refund on their new property (with documentation) due to the Hymans. They understand, agreed and signed the consent of refund form. **A MOTION WAS MADE BY** Alfred Shull, seconded by Jim Hiltz to approve the refund of \$811.58 to Carl & Gail Hyman. No discussion, **SO VOTED.**

-Ray Turri asked the Planning Committee (members Richard Reis and Jeff Clark.) if they have scheduled anything yet. Jeff reported they were first waiting for a letter from Jennifer at the USDA before jumping into anything. Once the letter is received, **A MOTION WAS MADE BY** James Mersfelder, seconded by Richard Reis, to engage an outside firm to develop a PER (preliminary engineering review) to submit to the USDA for the purpose of getting a funding obligation from the USDA for a long term solution to WLSA's wastewater treatment and disposal requirements." . No discussion, **SO VOTED.**

-Laurie reported that she had received the quote for the computers and upgrades from PC Wizard. The quote came in for \$2,400 (estimate) for two new computers, three upgrades to Windows 10 and labor involved with the transfer of programs. This would be below our budgeted amount of \$5,000.

OLD BUSINESS: None

A MOTION WAS MADE BY Alfred Shull, seconded by Raymond Turri, to adjourn at 4:18PM. No discussion, **SO VOTED.**

Respectfully submitted,

Alfred L. Shull, Clerk

Laurie Mosley, Recording Clerk

WOODRIDGE LAKE SEWER DISTRICT SEWER AUTHORITY
WOODRIDGE LAKE SEWER DISTRICT