

**MINUTES FOR THE JOINT MEETING OF THE WOODRIDGE LAKE SEWER DISTRICT SEWER AUTHORITY
AND THE BOARD OF DIRECTORS OF THE WOODRIDGE LAKE SEWER DISTRICT
MONDAY OCTOBER 16TH, 2017, 4:00 P.M. HELD IN THE CONFERENCE ROOM LOCATED AT THE
WOODRIDGE LAKE CLUBHOUSE, EAST HYERDALE DRIVE, GOSHEN, CONNECTICUT
TO BE APPROVED**

CALL TO ORDER: Raymond Turri, President, called the meeting to order at 3:58 PM.

ATTENDANCE: Board members present, Alfred Shull, Raymond Turri, Richard Reis, and by conference phone James Mersfelder also attending Laurie Mosley Tax Collector and Recording Clerk, Plant Manager Mark Theriault and Plant Superintendent Charles Ekstrom.

EXCUSED: James Hiltz.

APPROVAL OF MINUTES: The minutes of the regular board meeting held September 18, 2017 were presented for approval.

A MOTION WAS MADE BY Alfred Shull, seconded by Richard Reis to approve said minutes as written. There was no discussion on the minutes, **SO VOTED.**

REPORT FROM PLANT SUPERINTENDENT

Personnel:

Mark Theriault – ½ sick day, 1 personal day, 1 funeral day

Chuck Fennimore – perfect attendance

Joe Palumbo – perfect attendance. Completed second volume of Sacramento course and started the third.

Projects:

- Sewer Pipe Lining Project – Charlie reported he had contacted Dave Prickett regarding the start time for this project, Green Mountain has not provided one as yet.
- Scada Service contract – 3 bids were received.

Aaron Associates of Waterbury, Knapp Engineering of Prospect and Woodard & Curran of Enfield. All three companies provided bids for services under a twelve month service agreement. These included system hardware checks, programming and operator interface software modifications, system backups and documentation, operator training, system operating enhancements and operations and maintenance support. The bidding was broken down to hourly rates. The general hourly rates were bid at; Aaron Associates \$100, Knapp \$115 and Woodard & Curran \$147. The visits and hourly duration varied with each contractor. The board discussed in length, the importance of hiring a qualified company that specifically understands the Scada system of the WLSA. Recommendations from other sewer plants were investigated, as well as references. It was decided, Woodard and Curran is the most qualified bidder at this time. It was noted, with their knowledge of our current system, they would be the most qualified, going forward, to be part of the expansion of the Scada system for the Torrington Pipeline Project. **A MOTION WAS MADE BY** Raymond Turri, seconded by Richard Reis to accept the

Woodard & Curran contract. There was no discussion, **SO VOTED**. Jim Mersfelder did note that Charlie should ask (and have in writing) Woodard & Curran how the unused banked hours would be refunded back to the District if there were unused hours.

- Station #5 – repairs to pump #2. Charlie received a quote of \$7435.00 from Eastern which includes all parts and labor, this was approved. The parts were ordered Sept 29 and will take 3-4 weeks to arrive. Repairs should be completed by the end of October.
- Station #9 – Eastern removed damaged catwalk, rags, and other debris from the wet well on Sept 26. This has been completed. The invoice was higher than expected at a little over \$7000. There is a pump with a leaky seal that will be replaced by Eastern. Mark Theriault commented that this pump is shut down until then. The station has three pumps, two are in use.
- Station #8 – On Oct 7 the seal failed on #1 pump, Charlie had Eastern remove the pump on Oct 9. The seal and lower bearing assembly need replacement. We are waiting on a parts estimate from ABS. Charlie's best estimate for parts and labor is between \$5000 and \$7000. This pump is 8 years old.
- Road repairs – Goshen Highway Department is doing road resurfacing on Ives and Brynmore, we have provided 5 riser rings and 2 manhole covers to them.
- We have begun the final mowing of the beds for this season, this should be completed by the end of the month.
- Plant flows – for September the average daily flow was 73,000 and the total precipitation was 4.68" To date the October average daily flow is 63,000 and the total precipitation is 1.35".

Jim Mersfelder presented the new renewal rates from Guardian on the Districts Long & Short term Disability Insurance, Basic Life Insurance, and Dental Plan change. The only part going up was the Dental coverage. This went up 5.3%. **A MOTION WAS MADE BY** James Mersfelder, seconded by Richard Reis to accept the Guardian Group Policy plan for 2018. There was no discussion, **SO VOTED**.

MONTHLY FINANCIAL REPORTS: Richard Reis asked Laurie Mosley for an updated delinquent list (YTD not from end of September) and reported that since the delinquent report was sent out on September 30, over \$7400 had been collected. Bringing the total down to \$18,000.

Under financials, we are just a little over under the legal line, otherwise there is little change in the operating budget. Under capital items, forecasted items have been shifted ahead a little. As for the forecast for Construction Engineering plans, they should stay on target to start in January as long as the project moves along on schedule.

OPERATIONS COMMITTEE REPORT- None.

PLANNING COMMITTEE REPORT- None

A MOTION WAS MADE BY Richard Reis seconded by Alfred Shull to go into Executive Session at 4:30PM to discuss the Torrington Water Company issue. It is noted Laurie Mosley will also be present. No discussion, **SO VOTED.**

At 5:00PM A MOTION WAS MADE BY Alfred Shull, seconded by Richard Reis to come out of Executive Session. No discussion, **SO VOTED.**

NEW BUSINESS: None

A MOTION WAS MADE BY Alfred Shull, seconded by Richard Reis, to adjourn at 5:05PM. No discussion, **SO VOTED.**

Respectfully submitted,

Alfred L. Shull, Clerk

Laurie Mosley, Recording Clerk
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