

**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, NOVEMBER, 18, 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 2:59 PM.

**ATTENDANCE:** Board members present, Raymond Turri, Alfred Shull, Richard Reis, Jeffrey Clark, attending by conference call James Mersfelder, 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 October 21, 2019 and the Special meeting on November 5, 2019 were presented for approval.

**A MOTION WAS MADE BY,** Alfred Shull, seconded by Jeff Clark, to approve said minutes as written. (The November 5, 2019 minutes were approved by email by all members on November 7, 2019). No other corrections or discussions. **SO VOTED.**

**REPORT FROM PLANT SUPERINTENDENT-MARK THERIAULT**

- Paul Santoro from Introl was here to do the annual calibration of the flow meters at Main Plant.
- The State Exam for Operator certification is on January 8, 2020. Both Joe and John are signed up to take the Exam. Joe for his Class 2 and John for his Class 1.
- At station 6 all of the vents that were covered with plywood have been redone using concrete block to match the rest of the building. We have been working on the inside of station 6 to ready it for paint and the outside will be painted when the weather permits. Most likely the outside will have to be painted in the spring.
- Mark had Roy at Turri-Masterson out to replace the heaters at stations 1, 2 and 5. As they did not want to work when the cold snap hit last week. Roy also ordered heaters for stations 6 and 9. Station 6 just stopped working today and station 9 heater is under sized, runs constantly and is not cost effective to use. They will both be replaced as soon as the new units arrive.
- Mark talked to James Rivers at DPC and he told him that they are running behind on the TV work but will be finished by the end of November. James did note that the ROWS that we had cleared were perfect.
- Flows: The average daily flow for October was 74,000 gpd. And the total rainfall was 8.47in. To date for November the average daily flow is 82,000 gpd and the total rainfall to date is 0.50 in.

Mark received the official paperwork from NIC Systems. In order to enable NIC Systems to support Woodridge Lake effectively, they propose a one-time engineering reconnaissance visit to the Woodridge Lake Sewer District's treatment plant and all other 8 pump stations. The purpose of this

one-time visit if for (2) NIC engineers to gather all the PLC and SCADA programs and support documentation from all locations. This work will ensure that all programs successively are transferred from the former contractor to NIC. This price is \$6,745. After the set-up is complete, NIC would charge hourly on-site/travel time as needed. **A MOTION WAS MADE BY** Jim Mersfelder seconded by Alfred Shull, to approve the NIC contract as discussed and presented. No discussion, **SO VOTED.**

Jeff Clark discussed his flow charts on Monthly ADF (mgd) versus .40506 (mgd) Limit and versus .110 (mgd) Limit and Speed Limit Penalties. Jeff noted that October was a very dry month with a monthly ADF (mgd) 0.074. Our Fiscal ADF (mgd) is down to 0.074 (just coincidental that it is the same as the monthly), with a forecasted fiscal year ending ADF of 0.094.

#### **MONTHLY FINANCIAL REPORTS:**

Under Financial Reports, Jeff reported under the Operating Budget Revenues, the total for October was \$4833, \$66 under budget. Total revenue year to date is over budget by \$11,621, \$5,000 of that is the Insurance pay out. Under Expenditures, we spent \$66,428, \$202 over budget. Under legal expenses is the Ad Valorem litigation, which has cost us \$19,000 so far (insurance only pays out \$5000) . Under Debt services, we had none. Finances are looking good. Under Capital we spent \$31,770 for CCTV work, \$14,122 for the PER/EA/ER, and \$10,177 under monitoring. Under Cash Flow, we are doing well.

Jeff Clark reported on the delinquent report. We have 30 taxpayers in arrears for a total of \$23,224.82 compared to last year's 23, \$13,411.21. Jeff is concerned because the largest amounts owed are on properties going through foreclosure and/or bankruptcy, so it may be awhile before these numbers go down. Laurie reported the official notification of foreclosure on 28 Shelbourne Drive owned by Mustafa & Nazibe Selmani and notification of bankruptcy on Coons, which means we cannot go after them until it has gone through the court system. The marshal working on the process of Tax Sale on 2 properties, 498 East Hyerdale Drive owned by Larry & Judy Musselman, 311 Sharon Turnpike owned by Everett and Lori Massey, so far, there is no update on those properties. Laurie reported 2 other taxpayers have paid in full, dropping the total list of delinquents to 28.

**A MOTION WAS MADE BY** Richard Reis seconded by Alfred Shull, to go into Executive Session at 3:12PM to discuss the Sewer Pipeline Project. No discussion, **SO VOTED.**

**At 4:01PM A MOTION WAS MADE BY** Alfred Shull, seconded by Richard Reis to come out of Executive Session. No discussion, **SO VOTED.**

**NEW BUSINESS:** Approval of the 2018-2019 Audit from Carney, Roy and Gerrol PC and our Management Discussion and Analysis (to insert into the Audit) that was prepared by Jeff Clark and Jim Mersfelder. The board has reviewed all documents and has approved. **A MOTION WAS MADE BY** Richard Reis seconded by Alfred Shull, to approve the Audit and Management Discussion and Analysis insert as presented. No discussion, **SO VOTED.**

**Approval of calendar for 2020. Discussion on changing the day of the Regular meeting day occurred. It was decided to move the monthly meetings to the second Tuesdays at 3:00PM from the third Mondays. A MOTION WAS MADE BY** Jeff Clark, seconded by Alfred Shull, to change the Regular monthly meeting calendar date to second Tuesday of every month. No discussion, **SO VOTED. See attached calendar.**

**OLD BUSINESS:** None

**A MOTION WAS MADE BY** Jeff Clark, seconded by Alfred Shull, to adjourn at 4:10PM. No discussion, **SO VOTED.**

Respectfully submitted,

Alfred L. Shull, Clerk

Laurie Mosley, Recording Clerk

WOODRIDGE LAKE SEWER DISTRICT SEWER AUTHORITY  
WOODRIDGE LAKE SEWER DISTRICT

# 2020

## MEETING SCHEDULE OF THE WOODRIDGE LAKE SEWER DISTRICT SEWER AUTHORITY AND THE BOARD OF DIRECTORS OF THE WOODRIDGE LAKE SEWER DISTRICT

Unless otherwise notified, all Regular Monthly Meetings of the Woodridge Lake Sewer District Sewer Authority and the Board of Directors of the Woodridge Lake Sewer District will be held jointly on the second Tuesday of each month, at 3:00 P.M., in the conference room of the Woodridge Lake Club House. The dates for the regular scheduled meetings are as follows:

January 14, 2020  
February 11, 2020  
March 10, 2020  
April 14, 2020  
(Sat) April 25, 2020 (Annual Meeting of the WLSD)\*  
May 12, 2020  
(Sat) May 23, 2020 (Budget Meeting /Taxpayer Budget Vote)\*  
June 9 2020  
July 14, 2020  
August 11, 2020  
September 8, 2020  
October 13, 2020  
November 10, 2020  
December 8, 2020

\*NOTE DATE

All Board Members will be duly notified of any special meetings that might be called during the 2020 Calendar Year.

WOODRIDGE LAKE SEWER DISTRICT SEWER AUTHORITY  
WOODRIDGE LAKE SEWER DISTRICT

Dated at Goshen, CT. 11/18/2019