

**MINUTES JOINT MEETING OF THE WOODRIDGE LAKE SEWER DISTRICT SEWER AUTHORITY
AND THE BOARD OF DIRECTORS OF THE WOODRIDGE LAKE SEWER DISTRICT
MONDAY, MARCH 21, 2016, 4:00 P.M. AT THE WOODRIDGE LAKE SEWER DISTRICT CONFERENCE
ROOM LOCATED AT 113 BRUSH HILL ROAD, GOSHEN INSIDE THE PORTABLE TRAILER**

CALL TO ORDER: James Mersfelder, Vice President, called the meeting to order at 4:00PM

ATTENDANCE: Board members present, Al Shull, Richard Reis (Alternate), Jim Hiltz, by Conference phone were, Joan M. Lang and Jim Mersfelder. Also present Laurie Mosley Tax Collector and recording clerk for the WLSL.

EXCUSED: Raymond Turri, Charlie Ekstrom

Vice President James Mersfelder asked to seat alternate Richard Reis in for excused member Raymond Turri.

APPROVAL OF MINUTES: The minutes of the February 15, 2016 meeting were presented for approval.

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

REPORT FROM PLANT SUPERINTENDENT: Plant Superintendent Charles Ekstrom was under the weather and could not attend. James Mersfelder did report that there were no emergency issues reported.

MONTHLY FINANCIAL REPORTS: Treasurer Jim Mersfelder reported on the following: Delinquent tax Collection – The collection of Delinquent taxes for the period ending February continue to be good, better than this time last year. Discussion did occur on why so many tax payers were delinquent with the January payment. Tax Collector Laurie Mosley explained individual accounts, some were in foreclosure, and some were under warrant, others just historically delinquent. All delinquent tax payers will be sent an Intent to Lien letter at the end of this month and then those with balances still due would be leined. Under the WLSL operating budget we are \$111, 000 under plan. As for projects, there has been no need for any emergency repair work. We have not gotten a bill for the Engineering Design yet, we are currently at 30%, however we have not received a contract from them yet, and will wait to pay them until we have agreed and signed a contract. We are still forecasted to have the Design work done by June. Financially there are two outstanding issues with the state, one is that we have not claimed all the money due us in the facilities plan, which was approved. There is also money we have to ask for to finish the facilities plan, we need to get Dave Prickett to get some numbers together so we can get signed up for that. That money would be impacted to the project.

OPERATIONS COMMITTEE REPORT- No update.

PLANNING COMMITTEE REPORT- Jim Mersfelder reported the district did supply Torrington with the *forced main line* verse *gravity line* study on schedule. They also asked for a number of other reports/data: all the compiled boring data from Goshen down the hill to Torrington; the pipe size calculations on how we came up with an 8 inch pipe installation and references for projects that use odor control (Torrington is under the assumption that a forced line will have odor issues). Jim has spoken to Torrington a couple of times in the past few weeks about final numbers so we can progress in the preparation of the project and Torrington has stated they are still working on it. In further discussion, Torrington did give Jim the current thoughts of what they were most likely going to present to us on project needs. Discussion occurred on possibilities and potential issues. Jim Hiltz asked how the easements were coming along. Jim Mersfelder reported that a plan

has been designed with the information collected on the power/phone easements, surveying, and abutting homeowner's inputs. With the all this current information, and an appraisal information to be completed soon, Jim hopes to have a final blueprint soon.

On April 1, the District will be signing commitment documents for the whole package with the USDA. The USDA has given us a \$15.8 million dollar commitment with a loan of \$13 million and a grant of \$2.8 million. The 17.8% grant, which is lower than we wanted. Good news is that the whole project is funded, the bad news is we would like to get some more money. The USDA has suggested breaking up the project into pieces, if we kept it as one bidding project it would blow through the bonding level of many contractors. If we break it up into two, the bidding process would be more competitive and drive costs down. We still do not have a rate on the commitment package but it will be lower than the 2.5% committed for the Phase I commitment. We can still work on additional grant money from either the State or Washington. The STEAP grant most likely will not be approved this year due to Governor Malloy's proposed cuts but we can still reapply.

One other positive note, the banking community is very interested in financing our construction loan. The rates should be very competitive in our favor. There is not a whole lot of projects going on in the area and banks are looking for secure big projects. How the USDA funding works, is we have to take a short term loan to fund the loan portion of the project and then they reimburse us with the low interest grant money.

Jim Mersfelder reported we should be able to schedule a tax payer meeting soon to present the package and project for vote. Hopefully this meeting will be in May when the 2016/2017 budget is presented for approval.

NEW BUSINESS- Al Shull reported Tax Collector Laurie Mosley submitted a refund request for two properties, Esteves and Donohue for overpayment of taxes. The board must vote on this request. **A MOTION WAS MADE BY** Joan Lang seconded by Richard Reis, to accept the refund. No discussion, **SO VOTED.**

There was no other business to come before the meeting. Jim Mersfelder asked for a motion to adjourn. The motion to adjourn was made by Al Shull, seconded by Joan Lang and the meeting adjourned at 4:40 P.M.

Respectfully submitted,

Al Shull, Clerk

Laurie Mosley, recording Clerk

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