

**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 17, 2016, 4:00 P.M. HELD IN THE CONFERENCE ROOM LOCATED AT THE  
WOODRIDGE LAKE CLUBHOUSE, EAST HYERDALE DRIVE, GOSHEN, CONNECTICUT**

**CALL TO ORDER:** Raymond Turri, President, called the meeting to order at 4:00PM.

**ATTENDANCE:** Board members present Raymond Turri, Richard Reis, Alfred Shull, and by conference phone James Mersfelder, also present Superintendent Charles Ekstrom and Laurie Mosley Tax Collector and recording clerk for the WLSA.

**EXCUSED:** James Hiltz

**APPROVAL OF MINUTES:** The minutes of the regular board meeting held September 19, 2016 were presented for approval.

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

**APPROVAL OF MINUTES:** The minutes of the Special board meeting held October 2, 2016 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:** Monthly report – Woodridge Lake Sewer District.

**PERSONNEL:**

- Mark Theriault – used floating holiday, has applied to take DEEP Class III exam in January
- Charles (Chuck) Fennimore – perfect attendance. Chuck took the Class 1 course, and received a 98 on the completed part but the University stated chapter 10 was missing, he has completed that and sent it in and is waiting for the full results.
- Joseph Palumbo – 1/2 sick day. We have begun training Joe in lab testing to help when he takes certification exam which Charlie expects to have him apply to take in January.

**PROJECTS:**

- Pump station #6 – We continue to have intermittent issues with one or the other pumps failing to start, it can happen several times in one day and then not happen for more than a week. Eversource did put a monitor on our incoming power to the station, but as yet we have not received a report as to the results. Charlie spoke to Scott at Integrity Electric about Eversource and he had just gotten a verbal report stating that there was nothing abnormal surging at the pump station. Charlie had Elm electric, the company that installed the wiring for the SCADA system, in last Thursday to check all of the connections and the operating of

the pump control system. No problems were found, and no faults occurred while they checked the system. There is one module that signals the pumps to start, Charlie asked them if they had ever had one of these fail or become intermittent, and they claimed they had not seen this happen. Charlie contacted Woodard & Curran last Monday, Ron Roberts remotely checked the programming and lengthened the alarm delay, to no effect. Charlie had the tablet hooked into Station 6 SCADA this morning and again Ron could find no problem. He is scheduled to be on-site here tomorrow morning. Raymond reported he would meet with Ron in the morning. There are questions that need to be answered. The WLSD should not be paying for off-site companies to deal with the SCADA system, this is warranted and under a maintenance program and W & C needs to take ownership.

- Station #5 pump 3 pump failure on September 22. Burned out coil and relay on on/off switch, parts ordered and Integrity repaired and returned pump to service October 12.
- Eastern is scheduled to be here next Wednesday and Thursday to clean all our wet wells and inspect our submersible pumps. Charlie also reported that Eastern has received the seal to the Pump Station 6 leaking pump (and water tank) but Charlie has put it on hold until they find out the Scada issue. He does not want the station to be down one pump (while they install the seal) if the Scada issue has not been resolved. The board agreed.
- Fall bed mowing – because of the extremely dry weather we began mowing for the final time early this year, the work was completed October 7.
- Computer room refurbishing – Staff cleaned and painted the walls, installed floor tiles and replaced the molding.
- Plant flows – for September the average daily flow was 62,000 gallons and the total precipitation was 1.89". Year to date daily flow average is 87,000. October average daily flow is 62,000 and the total precipitation is 0.89".

**MONTHLY FINANCIAL REPORTS:** Tax Collector Laurie Mosley reported on the delinquent list. The two property owners sent to the Marshal, under warrant, have been served, one has paid in full to the Marshal, and the other is still pending. The two properties going under tax sale have been sent certified letters to the mortgage holders and property owners. Don Massey, one of the property owners came into the office and set up a payment plan to avoid the tax sale. The remaining delinquents are billed monthly and are slowly coming in. Jim Mersfelder reported that the good news was there is action on all the delinquents over a year old.

James Mersfelder reported on the financial reports. Currently we are running over the in the operating budget amounts. The reason for that is the professional and legal expenses which are basically the money we are using to defend ourselves from the Torrington Water Company. Under the capital budget we are under budget due to the time it is taking to complete the permitting and hearing process. The pipeline project budgeted for fall will just be moved out a couple months. There are two new items on the capital list, Engineering Design Addendum #1 TWC and Engineering Design Addendum #2 TWC, these are both Torrington Water Company add-ons for Woodard & Currans and extra permitting costs.

**OPERATIONS COMMITTEE REPORT-** None.

**PLANNING COMMITTEE REPORT-** None

**A MOTION WAS MADE BY** Raymond Turri seconded by Alfred Shull to go into Executive Session at 4:30PM to discuss the Torrington Water Company issue. 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-** James Mersfelder reported that our cell tower carrier SBA, had charged us for partial property tax (under revenue sharing payments) on the tower. Apparently SBA discovered an error in or about September of 2016 from the December 30, 2009 date that SBA took assignment of the PCS Site Agreement (the "Lease") with WLSA. SBA paid all required monthly revenue sharing payments to WLSA on the basis of Gross Revenue Payments. It was found that the WLSA should have been responsible for some of the revenue sharing payment expenses. Laurie noticed a deduction on the September revenue check for partial property taxes and reported to Jim who then got attorneys at Shipman & Godwin involved. It was found that we should have been charged from 2009 and had not. At this time, SBA does not intend to seek recoupment of the past overpayments, but it will calculate all future revenue sharing payments in accordance with the terms of the Lease. It should average a yearly cost of \$400-\$500.

**OTHER BUSINESS-** None

**A MOTION WAS MADE BY** Alfred Shull, seconded by Richard Reis, to adjourn at 5:15PM. No discussion, **SO VOTED.**

Respectfully submitted,

Alfred L. Shull, Clerk

Laurie Mosley, Recording Clerk

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