

MINUTES JOINT MEETING OF THE WOODRIDGE LAKE SEWER DISTRICT SEWER AUTHORITY
AND THE BOARD OF DIRECTORS OF THE WOODRIDGE LAKE SEWER DISTRICT
MONDAY, JUNE 15, 2015, 4:00 P.M. CONFERENCE ROOM WOODRIDGE
LAKE CLUB HOUSE, EAST HYERDALE DRIVE, GOSHEN, CONNECTICUT

CALL TO ORDER: Raymond A. Turri, Chairman and President of both boards respectively, called the meeting to order at 4:00 P.M.

ATTENDANCE: Board members Raymond A. Turri, Jim Mersfelder, Bob Goldfeld, Jim Hiltz and Joan Lang. Also present Plant Manager, Charlie Ekstrom.

APPROVAL OF MINUTES: The following minutes were presented for approval – May 1, 2015 Special Board Meeting. **A MOTION WAS MADE BY** Ray Turri seconded by Joan Lang to approve said minutes as presented. No discussion on the minutes, **SO VOTED**.

Minutes May 18, 2015 Meeting: **A MOTION WAS MADE BY** Ray Turri seconded by Jim Mersfelder to approve said minutes as presented. Discussed under the minutes was a request by Bob Goldfeld for clarification of the second sentence, of Para two, Page three. The second sentence would be amended to read **“Ray Turri stated that in a meeting held with Dennis Greci two years ago that both he and Bob Goldfeld agreed with what Dennis Greci said at that meeting relative to DEEP’s preference that the Operations & Maintenance cost of the District be paid by user charges, not Ad Valorem.” The minutes were approved as amended.** It was noted under discussion that both David Greci and Ann Straut-Edsen have stated that they would be willing to attend a meeting of the Woodridge Lake Tax payers to explain the DEEP’s position on the charging method.

Minutes May 23, 2015 Annual Budget Meeting: **A MOTION WAS MADE BY** Joan M. Lang, seconded by Ray Turri to approve the minutes of May 23, 2015 annual budget meeting. There was no discussion on the minutes, **SO VOTED**. Ray Turri and Bob Goldeld abstained from voting.

Report from Plant Manager: The Operations report dated June 15, 2015 is on file with the minutes of this meeting and was presented by Plant Manager Charlie Ekstrom . Noted under said report:

Personnel – Jason Patrick, 2 ½ days vacation. Mark Theriault, 1 funeral day. Michael Migaldi, 3 ½ days vacation.

Shelbourne Drive Lateral Installation – Said three laterals on Shelbourne Drive were installed on May 26, May 27 and June 1st.by Bill Colby with installation being inspected and approved by Rich Calkins and Charlie Ekstrom.

Contracted I/I Projects- Test pits at both Pump Station 6 and Plant pump were done by Nutmeg and the vaults for each are in the process of being constructed. Based on the depth of the vault for Plant Pump, Charlie Ekstrom requested for better access, that a built in rung ladder be installed, at an additional cost of \$1,500.00. Adequate funds for the project were available so no action to approve the additional \$1,500.00 expense needed to be taken by the Board. Charlie Ekstrom will inform Dave Prickett of the plans to include the rung ladder.

Manhole Repairs – The expected date for Heitkamp to start the manhole work is July 6th. Plant personnel will be doing the inspection on the work as it progresses.

SCADA – Scheduled for June 22nd is an on-site visit to review the progress, alarm programming, material storage during construction and their proposed work schedule timetable. The July 6th work start date seems to be on tract at this time. Dave Prickett will be on vacation so will not be in attendance at that meeting. Ray Turri noted that he would be in attendance.

Discharge Beds – The mowing of the beds has started and the first mowing should be completed by the end of June.

Test Borings – It is expected that the test borings to be done for the Torrington Pipe Line is expected to start by the end of June. The good news relative to the Test Borings is that the Town and State want the pipe line to be located off the road. Said location of the off road installation of the pipe line will result in a significant reduction in cost. The boring work is scheduled to start on June 29th and should take approximately three weeks to complete the work. Woodard & Curran will be overseeing the boring work.

Notice of Violation from DEEP - Based on the results of an inspection done by Joe Wettemann of the DEEP, a notice of violation was received on June 2nd. Repairs have been made to the two bed sites where an overflow of the discharged treated effluent was found. Following suggestions given by Joe Wettemann, repairs were also made to other bed areas that showed a potential for allowing overflow. Steps were also taken to comply with the quarterly mandated testing of two sampling wells, not just one. A letter of compliance to the notice of violation was sent by certified mail to Joe Wettemann on June 10th. A copy of the Notice of Violation and a copy letter of compliance from Charlie Ekstrom to the DEEP would be sent to John Wertam of Shipman & Goodwin.

Emergency Generator Maintenance: Any maintenance work that was proposed by Tower Generator has been tabled with the work to be done in the next fiscal year. Charlie Ekstrom stated that he is looking to use another vender that is more familiar with the Generator engines.

Pump Station #8 - Eastern has been asked to prepare a quote for the replacement of the impellers, bearings, seals and gaskets for both pumps in #8. The shutoff valves are in poor working order and need to be replaced.

Plant Flows – The average daily flow for May was 105,000 gal per day with a total rainfall of 4.15". To date for June the average daily flow is 94,000 with a maximum daily flow of 141,000 gallons with precipitation of 4.57" to date for June.

Discussed was the installation of the three laterals on Shelbourne Drive and how to handle the cost for the installation of said laterals. Due to the fact that no letter or any other type of notification went out to the three lot owners any cost at this time would be booked as special connection charges which would be due and payable at the time of connection. The ten year road maintenance program the

Town of Goshen is currently working under, is expected will include other roads in Woodridge Lake and the District should have in place, a Special Connection Policy which will address how and when the cost for the installation of the laterals will be paid for by the lot owner. The Board agreed that we should use the legal services of Chip Roraback to determine how it should be handled and to draft a Special Connection Policy to be adopted by the District. There were no other items discussed under the operational report from Charlie Ekstrom and Charlie left the meeting at 4:25 P.M.

MONTHLY FINANCIAL REPORTS: Treasurer Jim Mesfelder presented the financial reports for period ending May 31, 2015. Noted under said reports- The amount of current delinquent taxes to be collected is at an all-time low of \$12,276.69 with \$6,766.46 for prior years.

The Operating Budget Summary continues to show the expenses are running under budget. With the under budget amount for May coming in at \$58,222.00. Under Capital Budget reporting, Jim Mesfelder addressed the work done to put together a new financial process to track by vendor, all the invoices for the work that has been done to date of the various listed capital projects and financial consultant Darrin Newbury will be overseeing the capital expenses on a monthly basis. As a result of setting up the new accounting process there were three invoices from Woodard and Curran that had not been recorded that adjusted the capital expense figure for Regulatory Coordination Future Amendment #5. Also noted under the Capital report was the line item for \$100,070.00 for Pump Station Construction. Nutmeg Utility who will be doing the work presented their first invoice dated 6/3/2015, in the amount of \$18,050.00, which was paid out under the current fiscal year.

INSURANCE COVERAGE – Jim Mersfelder reported on the receipt of the total number for insurance coverage for Workers Compensations , Crime, Cyber Liability, Directors & Officers, Excess Liability and Pollution Liability. The total for all premiums is \$76,621.24, down \$4,555.08 from the current year. There were no other items presented for discussion under the financial reports.

REPORT FROM PLANNING COMMITTEE: Ray Turri reported on the meeting scheduled for Thursday June 18th at 2; 00 P.M. with USDA relative to co-operative funding. Jim Mersfelder reported on the work that needs to be done to update the Facilities plan that was submitted to DEEP two years ago and the additional funds needed to cover additional work that was done or needs to be done under the updated facilities plan. The USDA proposed funding proposal and how it will work co-operatively with the State Clean Water Funds was presented by Jim Mersfelder. Based on recent information from the DEEP and USDA, It was agreed that the meeting scheduled for the 18th should be cancelled until such time as funding issues are clarified. If no resolution is forthcoming between the State and USDA relative to the District's receipt of the needed grant dollars, the Board would seek help from the Districts State representative in going after other available grant dollars.

Project Costs – The Board was in agreement that an updated total project cost is needed and once the off road boring work has been completed, Dave Prickett would be asked to re-work the project numbers.

APPOINTMENT OF AUDITOR: Needing to be filed with CT Office of Policy and Management on an annual basis is the District's appoint of an auditor for the audit of financial records of the District. A MOTION
WLSDSA/WLSD MINUTES

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WAS MADE BY Ray Turri seconded by Jim Mersfelder to appoint the Audit Firm of Carney, Roy and Gerrol, P.C. for the audit of the financial records of the WLSA for fiscal year ending June 30, 2015, no discussion, SO VOTED.

CONSERVATION RESTRICTION STATUS REQUIREMENTS REMINDER: to be included in the mailing of the Sewer Tax bills was a reminder to those Woodridge Lake lot owners who have expressed interest in placing their undeveloped lot(s) into a conservation restriction status. The reminder states that before submitting a conservation restriction with the Town of Goshen land records that the property owner needs to have the document reviewed by their legal counsel. The Board approved the conservation restriction reminder.

There was no other business to come before the meeting, Ray Turri called for a MOTION TO ADJOURN The meeting adjourned at 5:20 p.m.

Respectively submitted,

WOODRIDGE LAKE SEWER DISTRICT SEWER AUTHORITY
WOODRIDGE LAKE SEWER DISTRICT

Joan M. Lang, Secretary & Clerk of both boards respectively