

**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 TUESDAY, JANUARY 14, 2020, 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 3:00 PM.

**ATTENDANCE:** Board members present, Raymond Turri, Alfred Shull, Richard Reis, attending by conference call James Mersfelder and Jeffrey Clark, 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 December 16, 2019 were presented for approval.

**A MOTION WAS MADE BY,** Richard Reis, seconded by Al Shull, to approve said minutes as presented. No other corrections or discussions. **SO VOTED.**

**REPORT FROM PLANT SUPERINTENDENT AKA CHIEF OPERATOR- MARK THERIAULT**

- Mark sent the flatbed to P+C repair for an issue with no heat / defroster. The issue was with the radiator needing to be replaced. He also had new tires installed at that time. The tires were badly worn and needed to be replaced since summer.
- Mark spoke with John Hay, Maintenance Manager at the WLPOA. John asked if we would be able to do a confined space entry into the dam in the spring. John wants to see about fabricating something to make opening and closing the dam a little bit easier. Mark told him we would be happy to assist him. John is going to let him know when he is ready.
- Mark sent pump 1 at station 2 out to Eastern Water for repair. The pump tripped out and was unable to be reset. The pump needs new windings, bearings, seals gaskets etc. The pump also needs a new impeller and bottom plate. The impeller is badly worn and has needed to be replaced for some time. Eastern gave me a quote of \$11,657.
- NIC Systems was here to look at an issue at station 9. The pumps at station 9 were turning on erratically. It was determined that by increasing the timing between run cycles the issue was resolved.
- Ray Turri then asked Mark to report on a visit from DEEP representative Craig Motaski on Friday January 3, 2020. Mark's response- Craig met Joe in the lobby of the plant first. He asked Joe where the Chief Operator was. Joe told him the Superintendent was in the Lab of the plant. Craig introduced himself and then asked Mark who the Chief Operator was. He said he was the Superintendent. Craig asked him what his capacity was. He told him he was a Class 3. He asked Mark what the plant was. He told him Class 3. Craig asked Mark how many employees we have. He told him 3. 2 operators and a clerk/tax collector. Craig asked what the capacity of the 2 operators were and told him Joe Palumbo was a Class 1 but was going to be a Class 2 after the exam on January 8<sup>th</sup> and John Derasmo was an Operator in training and would be a Class 1 after taking the exam on January 8<sup>th</sup>. Craig stated that he thought we needed a Class 2 on sight. Craig then went to his car to get the Regulations Book. Craig asked what the plant flow is on the permit and Mark stated it was 100,000 gpd. He came back into the building. He said according to

the Regulations we did not need a Class 2 on sight. The regulations said @ 150,000 gpd would need a class 2. Craig then said he was not aware that Charlie had retired and that Mark had taken over. He asked how long ago did Charlie retire and Mark take over and Mark told him almost two years ago and he replied "I guess I am out of the loop". He then stated since the state was not notified of his position as Superintendent, he was not going to give Mark credit for the DRC for the last 2 years. Mark stated that he has been Superintendent for 2 years and has been signing the state report every month since then. Craig said anyone can sign the state report, that doesn't mean anything. Craig asked Mark if he had any emails to the state that have his name and title on them. Mark had emails between himself and the state about a class being offered in Hartford for Electronic Spill Reporting. He signed up for the class as Mark Theriault, Superintendent. Craig said he would check on that. Mark brought up the state report again and Craig said that he could not count that. He also stated he would not go back in time and give retro time. He could only recognize Mark if there was any other communication with the state. In regard to that, Mark told him that Rowland Denny stopped by the plant a month or two after Charlie retired to introduce himself to Mark. Rowland had heard Charlie had retired and wanted to meet Mark. Mark told Craig, Joe was here and witnessed the meeting with Rowland that day. Craig said he would check with Rowland Denny. Mark tried to follow up with Craig about the issue through email and Craig has not responded yet. Craig also said he does not go by Superintendent but refer to the position as Chief Operator. As a note- in the guidelines it says a person needs to be Chief Operator at a Class 4 Plant or Superintendent at a Class 3 Plant for 2 years to meet the requirements to sit for the Class 4 exam. So Mark believes the title Superintendent is correct. Craig did email a form to fill out and have signed to send to the DEEP with all the information. Ray stated that we would fill that out with a starting date of March 23, 2018. Ray would contact the DEEP to try and fix this issue. This is not fair to Mark to lose earned time that he has worked hard at.

- Ray stated that pump station 1 has been without power since Saturday evening. Mark reported that an underground transformer blew. Eversource emergency services stated they had to order the special transformer and it would take a bit of time. Mark had to get the portable generator out to the pump station to keep it going. This started Saturday night which kept two employees on duty around the clock and the generator onsite. Mark stated that Eversource was currently there and said it should be up and running within the next few hours. Ray has asked Mark to add up all the hours (which was mostly overtime) for the employees and the generator and then Ray will contact them for reimbursement of some sort.

**FLOWS:** The average daily flow for December 2019 was 122,000 gpd. And the total rainfall was 5.69in. To date for January 2020 the average daily flow is 124,000 gpd. And the total rainfall is 0.47in.

**FLOWS-** 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 December was a wet month with a monthly ADF (mgd) 0.123. Our Fiscal ADF (mgd) is up to 0.085 with a forecasted fiscal year ending ADF of 0.095. Forecast still comes in well below the limit for the year.

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

Under Financial Reports, Jeff reported under the Operating Budget Revenues, the total for December was \$4151, \$584 under budget. Total revenue year to date is over budget by \$6,000. Under Expenditures, we spent \$73,447, \$2,282 over budget. Jeff noted that under Plant & Collection system maintenance, the Wet Wells cleaning and repairs was done (which is part of the budget), but was done all in one month rather than two, so that is just a matter of timing. Year to date we are \$23,874 under budget. Under Debt services, we had none. Finances are looking good. Under Capital we spent \$3,865 for capital repairs on the Wet Wells. Under Cash Flow, we are doing well.

Jeff Clark reported on the delinquent report. We have 18 taxpayers in arrears for a total of \$16,795.41 compared to last year's 18, \$11,454.35. With the largest amounts owed on properties going through foreclosure and/or bankruptcy, it may be awhile before these numbers go down.

**A MOTION WAS MADE BY** Richard Reis seconded by Alfred Shull, to go into Executive Session at 3:18PM to discuss the Sewer Pipeline Project. No discussion, **SO VOTED.**

**At 3:33PM A MOTION WAS MADE BY** Alfred Shull, seconded by Richard Reis to come out of Executive Session. No discussion, **SO VOTED.**

**NEW BUSINESS- Health Insurance-**Ray received a quote from the Operation's Coordinator at Regional School District 6 in Litchfield on a possible regional pooling of municipalities in a healthcare program with Connecticare. The quote came back with a savings of around \$14,000 for a plan very similar to the current plan. Ray stated even if we pay out the higher co-pay, the district would save a lot of money. We could start this July 1, 2020.

**Sewer permits-** when a homeowner asks for a sewer permit, we have a number of items that are given to them with rules and regulations. One regulation, states that the district have a licensed engineer present at the time of connection (at the cost of the homeowner). The engineer we have used over the years has passed away and Ray would like to interview new engineers so we have one on call for the connection process. Ray stated the engineer should not live in WLS D, as that could be a conflict of interest. He would look into this and get back to the Board at the next meeting so they could appoint a District engineer.

**Jury Duty-** Laurie Mosley stated she has selected for Jury Duty on January 28 in Torrington.

**OLD BUSINESS:** Ray Turri reported that the district received a letter from Cramer & Anderson regarding Edward Wright et al's property on 269 Beach Street. The issue is the sewer connection quantity of this parcel. They would like the WLS D Board to approve lowering the connections from 31-4. They reported that the property is for sale and they have prospective buyers who would like WLS D to grant them a change to the property deed to state that there only be 4 connections allowed on the property, not 31. The prospective buyers feel this would give more value to the property. This property was under a court stipulation to grant the 31 hook ups. The Board feels that they cannot grant this change without legal advice. It has a Superior Court Settlement agreement and the Board needs legal counsel on how to change a legal settlement agreement. Ray Turri had asked Cramer and Anderson do the legal research for this request and then contact us, which they now have. Ray asked for a motion to send this on to our attorneys to seek the process of changing this. **A MOTION WAS MADE BY** Richard Reis, seconded by Alfred Shull to send the request and information to our attorneys for legal advice. No discussion, **SO VOTED.** Laurie will send this to Shipman & Godwin tomorrow.

**A MOTION WAS MADE BY** Richard Reis, seconded by Alfred Shull, to adjourn at 3:50PM. No discussion, **SO VOTED.**

Respectfully submitted,

Alfred L. Shull, Clerk

Laurie Mosley, Recording Clerk  
WOODRIDGE LAKE SEWER DISTRICT SEWER AUTHORITY  
WOODRIDGE LAKE SEWER DISTRICT