

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, MARCH 18, 2019 3:00 P.M. HELD IN THE CONFERENCE ROOM LOCATED AT THE WOODRIDGE LAKE CLUBHOUSE, 260 EAST HYERDALE DRIVE, GOSHEN, CONNECTICUT

CALL TO ORDER: James Mersfelder Vice President, called the meeting to order at 2:59 PM.

ATTENDANCE: Board members present, Alfred Shull, and Alternate Jeffrey Clark and by conference phone James Mersfelder, Raymond Turri and Richard Reis, also attending Tax Collector/Clerk Laurie Mosley and Plant Superintendent Mark Theriault

EXCUSED: James Hiltz.

MOTION WAS MADE BY Richard Reis, seconded by Alfred Shull to appoint Alternate Jeff Clark to voting Board member for this meeting. There was no discussion. **SO VOTED.**

APPROVAL OF MINUTES: The minutes of the regular board meeting held February 19, 2019 were presented for approval.

A MOTION WAS MADE BY, Jeff Clark, seconded by Alfred Shull to approve said minutes as written. No other corrections or discussions. **SO VOTED.**

REPORT FROM PLANT SUPERINTENDENT-MARK THERIAULT

- Mark called Ron McCarthy to get a quote on the survey work for the right-of-way clearing between station 6 and Beach Street. Ron stopped by and Mark showed him what needed to be done. They agreed that as soon as the weather breaks (April) would be a good time to start. Ron is going to get back to Mark with a cost on doing the work.
- Return pump #3 at the plant tripped out and would not reset. Joe and John pulled the pump and Mark had Tony from Eastern come to pick it up and repair it. Tony estimated the cost at approximately \$3500. Mark also ordered the carbon filter for station 6. Mark commented that Tony offered the plant two volutes for sale at a low price. These are used with the impellers and would be a cost savings to have on hand. We do not need them currently but need replacement periodically and this would save us money. The cost is \$1500, new they are \$4300. The board discussed the offer and agreed to purchase one volute.
- Mark and staff took water samples along RT 4 on March 11th, the samples were taken to Tunxis labs, results should be back in a week. Due to the weather Mark was unable to take the samples earlier in the month, so starting in April (weather permitting) he will take samples twice each month as the board had discussed.

Flows: For February 2019 the average daily flow was 98,000 gal/day and the total rainfall was 3.36 in. The average daily flow to date for March is 81,000 gal/day and the total rainfall is 1 in.

Jeff Clark discussed his flow charts (that relate to the Torrington IMA) on Monthly ADF verse Limits, Fiscal Year Total Flow verse Limits and Fiscal Year ADF verse Limit and Speed Limit Penalties. Discussion occurred on this topic.

MONTHLY FINANCIAL REPORTS: Jeff Clark reported on the delinquent report. With the January 2nd installment date now considered delinquent the new amount owed is \$41,320.47 owed, down from last year's \$42,218.26 at this time. We do have 69 in arrears verses 61 last year. Laurie reported that the number of those who have not paid their January payment is significantly higher than in the past few years. February collections were thankfully high to lower the original list of delinquents to 69, started the month out at 126.

Under the Revenues, we have collected \$5947, \$205 above budget. Under expenditures we spent \$52,551, \$9,460 under budget. One item was over budget, under Office lease and other office expense, Laurie purchased the annual boxes of pre-stamped envelopes for mailings and billings, which is a timing item for the budget, year to date it will be fine. Year to date we are still doing well. We are over budget in revenue by \$6584 and under budget in expenditures by \$23,275. Under Capital Expenditures, there was one item with expenditures; \$24,264 was charged under Engineer Design Update. We are doing well with the expenditures, year to date we have spent \$254,390, \$25,510 below budget. The board did discuss balances on Capital projects and where they stood for completion. Jim also discussed the project of inspection by CCTV of the collection system. Woodard & Curran sent older copies of recorded CCTV inspections so we could compare areas of concern. (On CDs). This way we could save some time and effort, and prioritize where work is done. We will give these to Dave Prickett for inspection and for a scope of study.

A MOTION WAS MADE BY Alfred Shull seconded by Richard Reis to go into Executive Session at 3:25PM. No discussion, **SO VOTED.**

At 3:55PM A MOTION WAS MADE BY Jeff Clark, seconded by Alfred Shull to come out of Executive Session. No discussion, **SO VOTED.**

NEW BUSINESS: Jim Mersfelder had sent around a copy of the Amendment to Owner-Engineer Agreement- Amendment 7 from Woodard & Currans to all Board members to review. The nature of the Amendment was for additional services needed. **A MOTION WAS MADE BY** Raymond Turri, seconded by Richard Reis to accept the contract as presented. No discussion, **SO VOTED.** A second contract was sent to all Board members for approval, the Engineers Joint Contract Document with Dave Prickett. **A MOTION WAS MADE BY** Raymond Turri, seconded by Richard Reis to accept the contract as presented. No discussion, **SO VOTED**

OLD BUSINESS: Jim commented that we have to start working on the budget. This month we can compile and discuss the 2019-2020 budget. We can vote on the proposed budget at the April meeting so we can send it out to the tax payers for approval at the budget meeting.

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

Respectfully submitted,

Alfred L. Shull, Clerk

Laurie Mosley, Recording Clerk

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