

**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 MAY 8, 2017, 4:00 P.M. HELD IN THE CONFERENCE ROOM LOCATED AT THE WOODRIDGE
LAKE CLUBHOUSE, EAST HYERDALE DRIVE, GOSHEN, CONNECTICUT
*To be approved***

CALL TO ORDER: Raymond Turri, President, called the meeting to order at 3:58 PM.

ATTENDANCE: Board members present, Alfred Shull, James Hiltz, Richard Reis, Raymond Turri, by conference call- James Mersfelder, also attending Laurie Mosley Tax Collector and Recording Clerk, Charlie Ekstrom Superintendent, and Plant Manager Mark Theriault.

EXCUSED: None

APPROVAL OF MINUTES: The minutes of the regular board meeting held April 17, 2017 and the Annual meeting held April 22, 2017 were presented for approval.

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

REPORT FROM PLANT SUPERINTENDENT: Charlie Ekstrom reported the following:

Personnel:

Mark Theriault – 1 vacation day.

Chuck Fennimore – 5 sick days. He has been signed up to retake the DEEP certification exam on July 11.

Joe Palumbo – ½ sick day.

Projects:

- Station #5 – Eastern removed pumps 3 and 4 along with their bases and piping on April 24 - 25. Refurbished pumps, bases, and new piping are scheduled to be reinstalled this Wednesday, May 10th. Pumps 1 and 2 will be removed next.
- Station #6 – Eastern is scheduled to re-install pump 2 tomorrow. Pump has a new seal and bearings, and the shaft has been machined and balanced. The impeller has also been replaced.
- Flow monitoring – We had Dave Prickett install 4 flow meters on March 21 to monitor for I/I on ROWs leading off Wellsford and Hyerdale. They were removed this morning. Preliminary data shows we do have some I/I issues and possibly a sump pump connection. Charlie should have the final report later this week.
- Collection system TV inspection – Work began May 5 to inspect 12,230 feet of sewer mains including Marshapaug, Canterbury, the southern end of East Hyerdale, and the ROW between East Hyerdale and Wellsford. Work will be completed this week.
- Portable Emergency Generator Quotations for a Kohler 208-600V 175 REOZT4 Generator.

Bids opened on Monday May 1, 2017 - in attendance were: Raymond Turri, Alfred Schull, Charles Ekstrom, and Mark Theriault.

Bidders:

Tower Generator Systems, LLC	\$82,790.00
Kinsey Power Systems	\$84,208.00
Better Power, INC	\$96,147.91
MultiQuip, INC	\$107,661.37
Huntington Power	\$87,215.00

Two items were raised during the opening: the addition of a three position switch and a 10 week vs 12 week delivery period. Both Tower and Kinsley were questioned and Tower sent a letter that there would be no additional cost for the three position switch and Kinsley would add an additional \$3900. Factory specifications indicate a 10 week delivery period to both vendors, but Tower pads an additional 2 weeks based on past factory service.

Based on the quotations, and past services, Charlie recommends that Tower be the Vendor of choice.

A MOTION WAS MADE BY Richard Reis, seconded by Alfred Shull to approve the bid for \$82,700.00 from Tower Generator Systems, Inc. There was no discussion on the motion, **SO VOTED.**

- Emergency Electrical Contractor – with Integrity Electric going out of business it was necessary to locate a reliable contractor to provide emergency services. Turri- Masterson Inc. was interviewed on May 2. They will provide the services we need. Their rates are close to that of Integrity Electric. Ray Turri recommends this company. The reasons he recommends them is based on their availability to on-call emergencies and to their depth of staff that are trained properly for our controls. Note- This company has no connection to Ray at this time, they purchased his company years ago. This company will also work with another vendor (they hire) to maintain the Scada system. In doing this, Charlie needs to get the amps off the pumps and report them. Ray commented that it may take a little investigation, but this is a mandatory need in maintaining a proper alarm system with the Scada system. Because of the knowledge and experience required for this work, this company will be hired as a single source provider on a time and material basis. A copy of their introductory letter will be attached to these minutes.

A MOTION WAS MADE BY Raymond Turri, seconded by Richard Reis, to approve the hiring of Turri-Masterson, Inc. for the use of Electrical Contracting. There was no further discussion on the motion, **SO VOTED.**

- Confined space safety training – Our two newest employees have not received formal OSHA mandated training. Charlie contacted Torrington WPCA but they only give the training every other year through their Fire Dept. This is the off year. He found a trainer that will give on-site training here in CT but the cost is \$3500. The final choice is a training company in Canton, MA, cost is \$249/person at their facility, course is 8 hours long and the drive would be about 2 ½ hours each way. They hold the course about once a month depending on getting a class of 6-8 students.

A MOTION WAS MADE BY Raymond Turri, seconded by Alfred Shull to send two employees to the Confined Space training. There was no discussion on the motion, **SO VOTED.**

- John Deere tractor – Stanton has performed our annual service so we are ready for spring mowing.
- Plant flows – for April the average daily flow was 114,000 and the total precipitation was 3.98” To date for May the average daily flow is 121,000 and the total precipitation is 2.31”.

MONTHLY FINANCIAL REPORTS: James Mersfelder reported on the delinquents. On the report, Laurie Mosley has marked the taxpayers who will be Warranted (sent to the Marshal) by the end of the month if payment is not received or a payment plan worked out. There are currently 8 marked. We are in better shape this year than last. There was an email sent to all board members with an attachment of papers filed by People’s Bank (owner of 269 West Hyerdale Drive) for an appeal from action of the Board of Assessment Appeals and application for relief from wrongful assessment. This is a law suit against the Town of Goshen, if the assessment is changed in court, it will affect the WLSGD Grand List amount and could produce a refund to a sewer tax payment. It will not be a big impact to the district. The budget summary shows we will end the year in an unfavorable variance of \$113,941, most all of that is related to the Torrington Water Company impact. This is through April 30th. The only other adjustment, will be the Generator. The estimate was a little low, this will be shown next month. We are on target for most everything else. The only other open items is the our legal expense with the FOI issue and with the property owner of 3 Shelbourne that owes back taxes, the property foreclosed but the proper paperwork was not filed to verify who the new owner is.

Looking forward to the Budget meeting scheduled for May 27th for the 2017/2018 Budget, Jim had sent the final version of the proposed budget and the letter to be sent with the budget, to all Board members. (This is on file with the minutes). All board members approved of the recommendation of the budget and letter. This will go to print tomorrow, hopefully mailed by the weeks end.

OPERATIONS COMMITTEE REPORT- None.

PLANNING COMMITTEE REPORT- None

A MOTION WAS MADE BY Raymond Turri seconded by Richard Reis to go into Executive Session at 4:54PM to discuss the Torrington Water Company issue. It is noted Laurie Mosley will also be present. No discussion, **SO VOTED.**

At 5:05PM A MOTION WAS MADE BY Alfred Shull, seconded by Richard Reis to come out of Executive Session. No discussion, **SO VOTED.**

NEW BUSINESS- Raymond Turri asked that the district pay for himself and Richard Reis to go to a workshop held by the Connecticut Association of Water Pollution Control on May 18, 2017. Cost is \$60 per attendee.

A MOTION WAS MADE BY Alfred Shull, seconded by Richard Reis, to approve the cost. No discussion, **SO VOTED.**

A MOTION WAS MADE BY Alfred Shull, seconded by Richard Reis, to adjourn at 5:10PM. No discussion,
SO VOTED.

Respectfully submitted,

Alfred L. Shull, Clerk

Laurie Mosley, Recording Clerk

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