

**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, SEPTEMBER 8, 2020, AT 3:00 P.M. HELD REMOTELY THROUGH ZOOM VIDEO CONFERENCING**

**CALL TO ORDER:** James Mersfelder called the meeting to order at 3:01PM.

**ATTENDANCE:** Board members attending Alfred Shull, Jeff Clark, Richard Reis, James Mersfelder and Dave Hazan, also attending Tax Collector/Clerk Laurie Mosley and Plant Superintendent Mark Theriault.

**EXCUSED:** Raymond Turri

**A MOTION WAS MADE BY** Alfred Shull, seconded by Richard Reis, to seat alternate member David Hazan as a voting member. No discussions. **SO VOTED.**

**APPROVAL OF MINUTES:** The minutes of the regular board meeting held August 18, 2020 were presented for approval.

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

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

- Joe and Mark replaced the planks on the flatbed. They remounted the fuel cell as well. They are working on mounting the crane; they should be finished next week.
- They assisted John Hay (WPLOA) with confined space entry into the dam to access the gate valves. Everything went smoothly and the valves looked good.
- Mark called Dean at Total Control Systems (TCS) to look at the Repeater at the clubhouse (it went out due to the tropical storm). Dean said the radio was bad and he could ship us a new one overnight. Mark had him ship the radio and then Joe and he replaced it. After replacing the radio they found there to be some kind of interference. Dean had John from N.I.C. change frequencies as Dean was not available. The change fixed the issue and Dean will be out when he gets back from Missouri to see if we need licensing for the new frequency.
- Mark had John from N.I.C. come to replace the O.I.T. at station 2 and look at an issue with the S.C.A.D.A. at station 5. Pump 3 and 4 only will run manually. John said the switch is bad, so Mark had Roy look at it and he said it was good. The issue was unresolved at that time but Mark had Roy come again to continue to investigate the problem. Roy tightened some wires, changed a fuse and it is up and running. Hopefully that was all corrected.
- Mark hired a new employee, his name is William Reed. William lives in Morris and seems eager to learn. He seems like a good fit. He will start September 14<sup>th</sup>.
- Mark also had Roy from Turri-Masterson look at the portable generator to figure out why it could not power the pump station 6 when the permanent generator there broke down during the storm. They figured out it was probably due to the aluminum cable that Roy had brought to

hook up the two. Aluminum conducts differently than copper and it probably could not take the high amps. Roy will bring a copper connector and test it out soon, so if this happens again in the future, we will know how to bypass it properly and efficiently.

- Mark reported he had completed the evaluations on the employees and had sent them out to the Board for them to discuss. He recommended they at least look at Joe Palumbo's evaluation for a raise for he has not received one in a couple years.

**Flows:** The average daily flow for August was 88,000 gpd. And the total rainfall was 4.95in. The average daily flow to date for September is 80,000 gpd. And the total rainfall has been .50in.

**FLOWS-** Jeff Clark discussed his flow charts. August's average was 88,000gpd. Jeff reported the flows are a little higher than normal summer rates, most likely due to the folks who have moved in full time verses part time due to the Covid-19 issue. Our Fiscal ADF (mgd) is 0.091 mgd with a forecasted fiscal year ending ADF of 0.101.

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

Jeff Clark reported on the delinquent report. We have 62 taxpayers in arrears for a total of \$59,463.38 compared to last year's 53, \$34,821.41. Jeff noted the largest groups in arrears are from taxpayers under the marshal, bankruptcy or foreclosure. With the current pandemic, he does not see this amount changing much in the next couple months. Laurie commented that the total list is down by 10 to 52 currently. There were quite a few transfers in June, July and August. Many new owners were not aware they had sewer tax to pay and are now catching up. She also commented that she can start using the marshal for collections but not for any tax sales. There at least 4 taxpayers that will be added to the warrant list if they do not become current in the next 30 days.

Under Financial Reports, Jeff reported under the Operating Budget Revenues, we are under budget by a \$547. This is a timing issue with interest not being noted yet, if it were we would be on target. Under Expenditures, we have quite a few big items, mostly from the tropical storm August 4<sup>th</sup>. We were over budget in personnel due to the massive overtime needed during and after the storm. Our electric bill went up due to surge charges from Eversource. Jeff noted he sent an email to Eversource asking them why and how they calculated such a high bill. A quick summary is that we get hit with a "distribution demand charge" of about \$22 per kW whenever we draw over 2kW. Jeff suggested we think about how we can minimize this charge. It's getting to be around 40% of a typical month's bill. Last month it was 57% of our total bill! Ironically, this is because when the power finally came back on, all the pumps wanted to run at once and for a prolonged period to empty out the tanks... so we're getting a huge bill from Eversource in a month when we were out of power for almost a week because of the demand that resulted when Eversource finally got power back on for us. In addition, we also had many other issues from the storm, the Scada alarm system, generators and pumps going down and needing repair. Other items under expenses, were the flatbed truck getting a new bed, the taxpayer mailing, and legal expenses. Under Debt services, we had none. Finances are still looking good. Under Capital, we had none. Under Cash Flow, we are doing well. Jeff did note we should be spending under capital for repairs from the results of the CCTV project. We are still waiting for DPC to come up with a recommendation to priority needs.

**A MOTION WAS MADE BY** Richard Reis seconded by Jeff Clark, to go into Executive Session at 3:30PM to discuss the Sewer Pipeline Project and a personnel issue. No discussion, **SO VOTED.**

At 3:52PM **A MOTION WAS MADE BY** Alfred Shull, seconded by Jeff Clark to come out of Executive Session. No discussion, **SO VOTED.**

**OPEN END ISSUES OF PREVIOUS MEETINGS IF ANY-** None

**NEW BUSINESS-** Laurie reported that she had read in the newspaper that municipalities could apply for disaster relief funds from the August 4<sup>th</sup> tropical storm. This would be through FEMA, or Division of Emergency Management and Homeland Security in CT. She asked First Selectman Bob Valentine about the program and he sent over a link. Laurie has applied for the first stage which is the Initial Damage Assessment reporting. Here you send in amounts spent on the storm and estimates of things not yet paid for. The program could grant up to 75% of damage cost. This is the first time we have ever applied for relief funds. The total estimate cost for the storm is \$27,000. So it is worth a try to regain any of those costs.

Laurie also reported that a refund needs to be approved for Laura Carey and Jason Dismukes of 14 Wellsford for \$273.76 for over payment of taxes. **A MOTION WAS MADE BY** James Mersfelder, seconded by Alfred Shull to approve a refund of \$273.76 to Laura Carey and Jason Dismukes of 14 Wellsford for overpayment. No discussion, **SO VOTED.**

Discussion on changing signers on the Operating Account occurred. **A MOTION WAS MADE BY** James Mersfelder, seconded by Alfred Shull to have James Mersfelder, Raymond Turri, Alfred Shull, Richard Reis and David Hazan all become legal signers on the Union Savings Operating Account. No discussion. **SO VOTED.**

**A MOTION WAS MADE BY** James Mersfelder made a motion, seconded by Richard Reis, to adjourn at 4:10PM. No discussion, **SO VOTED.**

Respectfully submitted,

Alfred L. Shull, Clerk

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