

**SEWER AND WATER COMMISSION
REGULAR MEETING – 04/18/2011
SEWER AND WATER DEPARTMENT – 7:00 P.M.**

MEMBERS PRESENT: Chairman James Paolino (7:22 p.m.), Vice-Chairman Scott Meyers, Don Charette, Walter Tumel, and Jim Natale.

MEMBERS ABSENT: Crystal Caouette.

I. CALL TO ORDER, PLEDGE OF ALLEGIANCE, ATTENDANCE

The meeting was called to order by Vice-Chairman Scott Meyers at 7:07 p.m. Attendance was taken; a quorum was present.

II. APPROVAL OF MINUTES

1. Regular Meeting – 02/28/2011

Upon **MOTION** by Don Charette, seconded by Jim Natale, it was unanimously voted by voice vote to approve the minutes of the Regular Meeting dated February 28, 2011.

III. CORRESPONDENCE

	<u>Date</u>	<u>To</u>	<u>From</u>	<u>Subject</u>
1.	03/02/11	Commission	L. Bosco	Water Delinquent Collection Status
2.	03/02/11	Commission	L. Bosco	Sewer Delinquent Collection Status
3.	03/09/11	Commission	L. Bosco	Delinquent Sewer Report
4.	03/09/11	Commission	L. Bosco	Delinquent Water Report
5.	03/09/11	Commission	L. Bosco	Sewer Department Spreadsheet
6.	03/09/11	Commission	L. Bosco	Water Department Spreadsheet
7.	03/21/11	Commission	L. Bosco	Water Delinquent Collection Status
8.	03/21/11	Commission	L. Bosco	Sewer Delinquent Collection Status
9.	03/18/11	Commission	P. Olmstead	Prior Easements – 50 Beach Road
10.	03/22/11	D. Slater	J. Paolino	March Meeting Cancellation
11.	04/01/11	Commission	L. Bosco	Water Delinquent Collection Status
12.	04/01/11	Commission	L. Bosco	Sewer Delinquent Collection Status
13.	04/01/11	L. McQueen	P. Olmstead	Final Collection Action (sewer)
14.	04/01/11	L. McQueen	P. Olmstead	Final Collection Action (water)
15.	04/04/11	Commission	P. Olmstead	Emergency Response
16.	04/11/11	Commission	L. Bosco	Delinquent Sewer Report
17.	04/11/11	Commission	L. Bosco	Delinquent Water Report
18.	04/11/11	Commission	L. Bosco	Sewer Department Spreadsheet
19.	04/11/11	Commission	L. Bosco	Water Department Spreadsheet

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| 20. | 04/11/11 | Commission | L. Bosco | Water Delinquent Collection Status |
| 21. | 04/11/11 | Commission | L. Bosco | Sewer Delinquent Collection Status |
| 22. | 03/21/11 | Commission | B. Plourde | Assisted Living Facility – 50 Beach Rd |
| 23. | 04/18/11 | Commission | L. Bosco | Water Delinquent Collection Status |

IV. **NEW BUSINESS**

1) **Alcott Rd/Spindle Hill Rd – Request to Extend Watermain**

Administrator Philip Olmstead reported his findings to date as follows: (1) The public main extension would be approximately 300' on Spindle Hill Rd; (2) It appears at this time two properties would be assessed; (3) As with past practice, the main would not be installed on the private portion of the road; and (4) The sanitary sewer servicing the private portion of the road was paid for and installed by the developer and the contractor and remains private.

At this time, 7:22 p.m., Chairman James Paolino arrived.

Discussion was held wherein it was realized this project would progress more quickly and for less cost if it was handled as a private extension with all homes committed to connection through a legal association, same as the sanitary sewer.

Upon **MOTION** by Jim Natale, seconded by James Paolino, it was unanimously voted by voice vote to extend written invitation to the members of the public who on record requested an extension of the public water main at Alcott Road and Spindle Hill Road to attend the next meeting for further discussion on the project request.

V. **OLD BUSINESS**

1) **Beach Rd – Assisted Living Facility – Sewer and Water Proposals**

James Paolino reported a legal question has risen with regard to this project, which was referred over to Town Attorney Michael Tansley and is currently under legal review. It was noted that action should not be taken until comment is received and that if need be a special meeting would be called rather than waiting until the next regular meeting to act.

Upon **MOTION** by James Paolino, seconded by Jim Natale, it was unanimously voted by voice vote to table to the next Agenda Old Business Item 1, Beach Rd – Assisted Living Facility – Sewer and Water Proposals.

2) Method of Assessment

James Paolino reported that this item has been turned over to Town Attorney Brian Tynan and the Commission should have something to review at the next meeting.

3) Collection of Delinquent Accounts

Reference was made to the status reports received. James Natale noted the Department Staff has done a great job so far with collection.

Administrator Philip Olmstead reported that he has contacted Town Treasurer Roger Levesque with regard to the Tax Office accepting credit cards for payment of sewer and water usage. Reference was made to recent and past requests received from customers to pay by credit card, especially in order to avoid final collection by state marshal.

4) Amending Rules & Regulations

Administrator Philip Olmstead reported the review is almost complete and the Department should have something soon for Commission action.

5) Inflow and Infiltration

Administrator Philip Olmstead reported that the manhole inspection program continues and staff is currently working on Contract 17 of 25. He added that once this contract is complete, staff will fall back to Contract 1 and begin performing the needed work as documented by photo and reported on detailed forms provided. He noted that some of the minor work (emptying/replacing rain baskets, freeing blockages, upgrading the existing tin riser rings with long lasting steel rings, etc.) was performed at time of inspection.

James Paolino reported the following regarding the recent budget presentations to the Town Council: (1) With regard to our delinquent collection process, some compliments as well as some critiques were heard about this and our billing but for the most part it was generally well received; (2) With regard to the budget, no negative comments were received; all response was positive; and (3) With regard to staff, he complimented their hard work and commended their performance stating that possibly the best work ever is coming out of the office.

VI. SUB-COMMITTEE REPORTS

VII. ADMINISTRATOR'S REPORT

1) Water Quality Monitoring and Reporting

Administrator Philip Olmstead reported that the Wolcott Water Department is in compliance with all water quality monitoring and reporting and all results are meeting US EPA primary and secondary drinking water standards.

He also reported with regard to the following:

- **16 Town Line Road**

The issue with unmetered water into the building has been corrected. The 1" lines have been cut, capped, and locked with keys on file.

- **Sunrise Road Water Tank**

Statewide Aquastore, Inc. was able to repair two of the three leaks; the third location was unable to be reached. The third has stopped due to the change in weather but will not be forgotten. There is a plan to contact the Fire Department who may be able to perform a drill extending the ladder to this location providing the company with a means to reach. If not, the prices obtained for a 110' lift is approximately \$2,000 per day.

- **Water Supply Plan – September 2009**
Extensive modifications have been requested by the State of Connecticut Department of Public Health in addition to submission of a sabotage prevention and response plan. We have contacted Milone and MacBroom, the company who developed the plan on our behalf, to begin the additional work and the deadline for submittal is December 30, 2011.
- **Water Theft – Affordable Power Washing, Prospect**
An arrest was made by Wolcott Police on Saturday for theft of water. A statement was provided this morning. The hydrant location was Hampshire Glen Development off Potuccos Ring Road.
- **FOG Ordinance**
Literature obtained from a DEP workshop is being reviewed and a draft will hopefully be ready for next meeting. Some towns are not adopting a FOG Ordinance (including our receiving sewers) but it is expected that everyone discharging in will comply.
- **Meriden Road Partial Flume Meter Vault**
Reading errors continue despite repeated attempts to correct the issue by replacing the transmitter. It was determined the issue is being caused by a buildup of suds. A new plan has been derived to install a water and explosion proof fan to keep the suds level low and moving through the flume. This theory was tested and proven to work. The Department is currently awaiting cost proposals.

VIII. PUBLIC COMMENT

IX. EXECUTIVE SESSION

X. ITEMS FOR NEXT AGENDA

- Alcott Rd/Spindle Hill Rd – Request to Extend Water main
- Beach Rd – Assisted Living Facility – Sewer and Water Proposals
- Collection of Delinquent Accounts

- Amending Rules and Regulations
- Inflow and Infiltration

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XI. ADJOURNMENT

Upon **MOTION** by James Paolino, seconded by Jim Natale, it was unanimously voted by voice vote to adjourn the meeting at 8:00 p.m.

APPROVED:

Laurie Bosco, Administrative Secretary

James Paolino, Chairman
SEWER AND WATER COMMISSION

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