

**SEWER AND WATER COMMISSION  
REGULAR MEETING – 10/15/2012  
SEWER AND WATER DEPARTMENT – 7:00 P.M.**

**MEMBERS PRESENT:** Chairman James Paolino, Vice-Chairman Scott Meyers, Crystal Caouette, Jim Natale, and Greg Dandio.

**MEMBERS ABSENT:** Walter Tumel.

**ALSO PRESENT:** Administrator Philip Olmstead and School Superintendent Joseph Macary.

**I. CALL TO ORDER**

The meeting was called to order at 7:04 p.m. with the Pledge of Allegiance. Attendance was taken; a quorum was present.

**II. APPROVAL OF MINUTES**

**1) Regular Meeting – 09/17/12**

Upon **MOTION** by Scott Meyers, seconded by Crystal Caouette, it was unanimously voted by voice vote to accept the minutes of the regular meeting dated September 17, 2012.

**III. CORRESPONDENCE**

	<u>Date</u>	<u>To</u>	<u>From</u>	<u>Subject</u>
1.	09/20/12	C. Brundage	J. Paolino	Warrants
2.	09/21/12	V. Messina	C. Brundage	Warrants
3.	10/03/12	L. Bruce	P. Olmstead	Waterbury O&M Billing 6/30/12
4.	10/02/12	L. Bosco	D. Grant	FY 2012 Sewer Consumption
5.	10/04/12	L. Bosco	C. Brundage	ANRG Information
6.	09/30/12	Commission	L. Bosco	Sewer Spreadsheet
7.	09/30/12	Commission	L. Bosco	Water Spreadsheet
8.	09/30/12	Commission	L. Bosco	Sewer Delinquent Report
9.	09/30/12	Commission	L. Bosco	Water Delinquent Report
10.	10/03/12	Commission	L. Bosco	Sewer Del Collection Recap
11.	10/15/12	Commission	L. Bosco	Sewer Del Collection Recap
12.	10/15/12	Commission	L. Bosco	Water Del Collection Recap

IV. NEW BUSINESS

V. OLD BUSINESS

1) Collection of Delinquent Accounts

Arthur Gilbert, CCMC, of American National Recovery Group, Inc., came forward to discuss the company's services in relation to collection of delinquent accounts. The following was noted: (1) There is no fee to the Town for their services; (2) A 15% fee is charged to the debtor; (3) Their services involve a series of collection letters to the debtor, payment plans, and occasional credit reporting (upon request); (4) Monthly updates are provided; and (5) A 90 day notice is required for termination of services.

VI. SUB-COMMITTEE REPORTS

VII. COMMITTEE OF THE WHOLE PROJECT REPORTS

1) Lower Woodtick Rd Water Main Replacement Project

a) Approve bill for payment

Administrator Philip Olmstead reported this project is 100% complete. It will be removed from future agendas.

Upon **MOTION** by Scott Meyers, seconded by Crystal Caouette, it was unanimously voted by voice vote to approve a purchase order to Tabacco & Son Builders, Inc. in the amount of \$7,862.63 for extras to the contract that include rock excavation and Wolcott Police.

Upon **MOTION** by Scott Meyers, seconded by Crystal Caouette, it was unanimously voted by voice vote to approve payment of Invoice #2931 from Tabacco & Son Builders, Inc. dated October 3, 2012 in the amount of \$7,862.63 representing extras to the contract that include rock excavation (\$180.00) and Wolcott Police (\$7,682.63).

2) Water Main Extension Project to Wolcott High School

Administrator Philip Olmstead reported the Water Department is 99% complete with preparation of the engineering proposal requirements needed to go out to bid for project design. It will be forwarded to the Finance Department so they can complete the work. It is planned to have the design engineered by the end of December, to have the construction bids acquired by the end of February, to have the bid for construction awarded in March, and to begin construction in April 2013.

Superintendent Macary asked if construction could be completed by the start of school and if a gas line can be installed at the same time. Mr. Olmstead stated both are possible and noted that he would need to know if the gas line is a definite as soon as possible so it can be included during the planning phase.

**VIII. ADMINISTRATOR'S REPORT**

**1) Water Quality Monitoring and Reporting**

The Wolcott Water Department is in compliance with all water quality monitoring and reporting and all results have met US EPA primary and secondary drinking water standards.

Mr. Olmstead reported on the following:

**Lead and Copper**

Ten sites were tested in August and all samples met US EPA primary and secondary drinking water standards. Cooper was within the acceptable limits and lead was non-detected. The results have been forwarded to the DOPH.

**Road Reconstruction Project**

In the industrial area of town (Town Line Road and Nutmeg Valley Road) all water valves were excavated, tested, and manually operated and water gate boxes were replaced and brought to grade.

A serious issue was observed by Mr. Olmstead that pertained to excessive cutting of Nutmeg Valley Road which would have created insufficient coverage of the water main which would have caused it to freeze and take out 700'-900' of main in the area. After some research and calling of meetings in the field the issue was corrected and future problems avoided.

It was determined that the extension rods installed throughout that area to operate the valves were rotted and breaking so they were removed. It was noted that replacement is not necessary because the Department now has the proper gate keys to perform operation.

Town wide, during this project, all sewer system brick work and corbos are being replaced with state of the art precast concrete risers. Also, all new risers and frames are being installed in addition to any covers that may be needed. It was noted that every road being repaved that has sanitary sewer will now have refurbished manholes.

**MacCormack Drive Water Main**

RSK Realty, LLC has completed the main up MacCormack Drive to their project, Lyman Oaks and laterals to the curb on MacCormack Drive are being installed at this time. There have been five applications received to date to connect to public water on that road.

James Paolino thanked Mr. Olmstead for all the work he and his staff are doing and for the forethought being given by arranging for work to be done now while the road is open that will save the Department so much money in the future. He added that all his work, going above and beyond, including related work that does not usually fall under his responsibility (i.e. the waterline to the High School and the Woodtick Road waterline) is very much appreciated.

**IX. PUBLIC COMMENT**

**X. EXECUTIVE SESSION**

**XI. ITEMS FOR NEXT AGENDA**

- Collection of delinquent accounts
- Water Main Extension Project to Wolcott High School

**XII. ADJOURNMENT**

Upon **MOTION** by Scott Meyers, seconded by Crystal Caouette, it was unanimously voted by voice vote to adjourn the meeting at 7:47 p.m.

**ACCEPTED:**

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Laurie Bosco, Administrative Secretary

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James Paolino, Chairman  
**SEWER AND WATER COMMISSION**