

**SEWER AND WATER COMMISSION
REGULAR MEETING – 11/19/2012
SEWER AND WATER DEPARTMENT – 7:00 P.M.**

MEMBERS PRESENT: Chairman James Paolino, Vice-Chairman Scott Meyers, Walter Tumel, and Jim Natale.

MEMBERS ABSENT: Crystal Caouette and Gregory Dandio.

ALSO PRESENT: Administrator Philip Olmstead.

I. CALL TO ORDER, PLEDGE OF ALLEGIANCE, ATTENDANCE

The meeting was called to order at 7:00 p.m. with the Pledge of Allegiance. Attendance was taken; a quorum was present.

II. APPROVAL OF MINUTES

1) Regular Meeting – 10/15/12

Upon **MOTION** by Scott Meyers, seconded by Jim Natale, it was unanimously voted by voice vote to accept the minutes of the regular meeting dated October 15, 2012.

III. CORRESPONDENCE

	<u>Date</u>	<u>To</u>	<u>From</u>	<u>Subject</u>
1.	10/15/12	Commission	ANRG	Collection Information
2.	10/24/12	Commission	L. Bruce	Water Assessment Accts
3.	11/06/12	B. Tynan	P. Olmstead	Caveats – MacCormack Dr.
4.	11/07/12	L. Gordon	L. Bosco	Issue with Water Acct #82
5.	11/07/12	L. Gordon	L. Bosco	Issue with Lien Fees
6.	11/08/12	Commission	L. Bosco	Caveats – MacCormack Dr.
7.	11/08/12	Commission	L. Bosco	Del Sewer Report
8.	11/08/12	Commission	L. Bosco	Del Water Report
9.	11/08/12	Commission	L. Bosco	Sewer Spreadsheet
10.	11/08/12	Commission	L. Bosco	Water Spreadsheet
11.	11/16/12	Commission	D. Slater	American Water Resources

IV. NEW BUSINESS

1) Trunk Line Assessments – Schedule Public Hearing

It was noted this item dealt with Trunk Line Assessments for the MacCormack Drive Water Main Project.

Upon **MOTION** by Scott Meyers, seconded by Jim Natale, it was unanimously voted by voice vote to schedule a Public Hearing on December 17, 2012 at 7:00 p.m. at the Sewer and Water Department for the Trunk Line Assessments for the MacCormack Drive Water Main Project.

Proposed assessment totals were reviewed. It was noted that caveats were prepared and placed on the land records at Town Hall.

Upon **MOTION** by Scott Meyers, seconded by Jim Natale, it was unanimously voted by voice vote to allow five years for the MacCormack Drive Water Main Project trunk line assessments to be paid.

V. OLD BUSINESS

1) Collection of Delinquent Accounts

The examples of a contract and collection letters used were reviewed. James Paolino reported he saw no issues with the contract and that he verified the town has had good experiences with this company. It was noted that all costs are paid by the delinquent customer.

Upon **MOTION** by Scott Meyers, seconded by Jim Natale, it was unanimously voted by voice vote to move forward with a contract with American National Recovery Group, Inc. for collection of delinquent accounts.

Discussion followed regarding what the parameters would be for turning accounts over to collection. Jim Natale provided explanation of what appears to be incorrect figures contained in the delinquent reports generated off the QDS program. He noted his concern of lost revenue and also the Sewer and Water Department turning over incorrect totals to ANRG.

VI. SUB-COMMITTEE REPORTS

VII. COMMITTEE OF THE WHOLE PROJECT REPORTS

1) **Water Main Extension Project to Wolcott High School**

Administrator Philip Olmstead reported that the Department completed the bid specifications for engineering and forwarded them to the Finance Department last week. The Invitation to Bid was published in the newspaper and posted on the web on November 16th. To date, nine engineering firms have requested bid packets. The Bid Opening is set for December 3rd at 11:00 a.m.

VIII. ADMINISTRATOR'S REPORT

1) **Water Quality Monitoring and Reporting**

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

Water Main Extension Project – RSK Realty LLC

All laterals to the curb are complete and the road is paved for the winter.

Annual RPD Testing

All testing was completed in October and results are on file.

Quality Data System (QDS) Billing Program

Issues with the QDS Program continue to be ongoing. Currently some major issues are with billings, liens, new accounts, payments, and interest. The December billing will be mailed out later than normal this year.

2012-2013 Fiscal Year Budgets

Worksheets have been received and work will begin shortly with the submittal deadline of December 27th.

Waterbury Inter-Municipal Agreements

A meeting was held on November 13th at Waterbury's Corporation Counsel's Office to discuss new Inter-Municipal Agreements. Waterbury is seeking substantial increases in their charges to Wolcott. Also, it was noted the Sewer Department has reached its maximum flow allowed. Informational meetings are to be held. The recommendation was made to hire an attorney(s) whose firm specializes in negotiating inter-municipal agreements to represent Wolcott's interest throughout the process.

James Paolino agreed with the recommendation to hire specialty attorneys to represent Wolcott in negotiations. He noted the following critical issues and concerns: (1) Waterbury wants Wolcott to be responsible for paying the bill for Waterbury customers that reside in Wolcott - in turn Wolcott will have to bill and collect from Waterbury's customers; (2) In Waterbury's estimation, the current method of calculating Wolcott's bill is resulting in Wolcott underpaying - the Waterbury customer is paying more than the Wolcott customer; and (3) Waterbury wants to begin adding a fee onto Wolcott's connection fee that would result in a ridiculously high amount and be a deterrent for new business and developments. He stated that this is a serious issue that will directly affect our ability to fund the Department and will result in doubling (or more than doubling) our fees to our customers.

Road Reconstruction Project

The road project is wrapping up for the winter season and will resume in the spring.

IX. PUBLIC COMMENT

X. EXECUTIVE SESSION

XI. ITEMS FOR NEXT AGENDA

- Collection of Delinquent Accounts
- Water Main Extension Project to Wolcott High School

Discussion was held regarding the issues with the QDS Program. It was decided to invite QDS representatives to meet with the Commission.

XII. ADJOURNMENT

Upon **MOTION** by Scott Meyers, seconded by Jim Natale, it was unanimously voted by voice vote to adjourn the meeting at 7:40 p.m.

ACCEPTED:

Laurie Bosco, Administrative Secretary

James Paolino, Chairman
SEWER AND WATER COMMISSION