

**SEWER AND WATER COMMISSION
REGULAR MEETING – 08/18/2014
COUNCIL CHAMBERS – 7:00 P.M.**

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

MEMBERS ABSENT: Gregory Dandio and Sam Zotto.

ALSO PRESENT: Administrator Philip Olmstead, Tax Collector Darlene Tynan, Attorney David Wyskiel, and Attorney Joseph Latino.

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 – 07/21/2014

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 July 21, 2014.

III. CORRESPONDENCE

	<u>Date</u>	<u>To</u>	<u>From</u>	<u>Subject</u>
1.	06/03/14	Commission	L. Bosco	Sewer Spreadsheet as of 7/31
2.	06/03/14	Commission	L. Bosco	Water Spreadsheet as of 7/31
3.	06/03/14	Commission	L. Bosco	Sewer Delinquent Rpt as of 7/31
4.	06/03/14	Commission	L. Bosco	Water Delinquent Rpt as of 7/31

Upon **MOTION** by Scott Meyers, seconded by Jim Natale, it was unanimously voted by voice vote to move Old Business, Item 1, Collection of Delinquent Accounts, up to the next order of business on the Agenda.

V. OLD BUSINESS

1) Collection of Delinquent Accounts

Attorney David Wyskiel, 35 Pleasant Street, Meriden, CT came forward for his second time before the Commission. Discussion was held regarding the logistics of moving forward with collection as soon as possible and the procedural steps Attorney Wyskiel follows during the collection process beginning with the demand letter and ending with property foreclosure for the amount that is due. Also discussed was the collection fees associated therewith. The request was made for Attorney Wyskiel to forward his contract to the Commission for review.

Attorney Joseph Latino, P.O. Box 2715, Waterbury, CT came forward and provided the Commission with his extensive background in collections law. Discussion followed regarding collecting the delinquent amounts as quickly and as efficiently as possible utilizing the process of the demand letter at start and ending with either a small claims lawsuit or property foreclosure. Also discussed was the collection fees associated therewith. The request was made for Attorney Latino to forward his retainer agreement to the Commission for review.

At this time, the regular order of business on the Agenda was resumed.

IV. NEW BUSINESS

V. OLD BUSINESS

1) Collection of Delinquent Accounts

A recap of the discussions held earlier in the meeting was held and the following action was taken:

Upon **MOTION** by Scott Meyers, seconded by Jim Natale, it was unanimously voted by voice vote to review the contracts from Attorney Wyskiel and from Attorney Latino and upon acceptance begin to forward delinquent sewer accounts to Attorney Wyskiel for collection action and delinquent water accounts to Attorney Latino for collection action.

VI. SUB-COMMITTEE REPORTS

VII. ADMINISTRATOR'S REPORT

1) Water Quality Monitoring and Reporting

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

• **Call Before You Dig**

The Department is being bombarded with Call Before You Digs.

• **Town-wide Road Reconstruction Project**

The Crew is assisting the Town Crew on the Road Reconstruction Project.

• **Sanitary Sewer Mains**

The Crew is jetting the mains when not working on road reconstruction.

Jim Paolino asked, on behalf of the Economic Development Committee, if public sewer and water was available to the parcel by Farmingbury Golf Course that was purchased by the town with grant money and is required to remain open space. Administrator Philip Olmstead stated public sewer is in the area and may be available (but via a pump station on the parcel into a manhole to gravity feed into the system). He stated public water is in the area (but at least an estimated 1000' up the road on East Street – at Central Avenue - and owned by Regional Water Authority).

VIII. PUBLIC COMMENT

IX. EXECUTIVE SESSION

X. ITEMS FOR NEXT AGENDA

- **Collection of Delinquent Accounts**

XI. ADJOURNMENT

Upon **MOTION** by Scott Meyers, seconded by Jim Natale, it was unanimously voted by voice vote to adjourn the meeting at 8:25 p.m.

ACCEPTED:

Laurie Bosco, Administrative Secretary

James Paolino, Chairman
SEWER AND WATER COMMISSION