

**SEWER AND WATER COMMISSION
REGULAR MEETING – 11/17/2014
SEWER AND WATER DEPARTMENT – 7:00 P.M.**

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

MEMBERS ABSENT: Gregory Dandio.

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 – 10/20/2014

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 October 20, 2014.

III. CORRESPONDENCE

	<u>Date</u>	<u>To</u>	<u>From</u>	<u>Subject</u>
1.	11/03/14	Commission	L. Bosco	Sewer Spreadshet as of 10/31
2.	11/03/14	Commission	L. Bosco	Water Spreadshet as of 10/31
3.	11/03/14	Commission	L. Bosco	Sewer Del Rpt as of 10/31
4.	11/03/14	Commission	L. Bosco	Water Del Rpt as of 10/31

IV. NEW BUSINESS

James Paolino reported the 2015-2016 budget worksheets were received today and asked that any member looking for any changes or additions to contact him.

V. OLD BUSINESS

1) Collection of Delinquent Accounts

James Paolino reported Town Attorney Brian Tynan gave clearance for the Commission to enter into and to sign the Agreement with Attorney Latino for the collection of delinquent accounts. Discussion was held regarding the initial expense representing Attorney Latino's initial retainage. The following action was taken:

Upon **MOTION** by Scott Meyers, seconded by Jim Natale, it was unanimously voted by voice vote to execute a Retainer Agreement with Attorney Joseph Latino for the collection of delinquent accounts and approve the expenditure of \$300.00 representing the retainer amount.

Discussion followed regarding the accounts to be forwarded and the particular course of action (i.e. demand letters and court judgments) to be taken depending on result and progress. It was decided it best to request a sample of the demand letters that are to be sent for prior approval by the Commission.

VI. SUB-COMMITTEE REPORTS

VII. ADMINISTRATOR'S REPORT

1) Water Quality Monitoring and Reporting

VIII. PUBLIC COMMENT

IX. EXECUTIVE SESSION

X. ITEMS FOR NEXT AGENDA

XI. ADJOURNMENT

Upon **MOTION** by Scott Meyers, seconded by Jim Natale, it was unanimously vote by voice vote to adjourn the meeting at 7:09 p.m.

ACCEPTED:

Laurie Bosco, Administrative Secretary

James Paolino, Chairman
SEWER AND WATER COMMISSION