

**SEWER AND WATER COMMISSION  
REGULAR MEETING – 08/17/2015  
SEWER AND WATER DEPARTMENT – 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:** Tax Collector Darlene Tynan and 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 – 06/5/2015**

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 June 15, 2015.

**III. CORRESPONDENCE**

	<u>Date</u>	<u>To</u>	<u>From</u>	<u>Subject</u>
1.	07/01/15	Commission	J. Latino	Draft 2 <sup>nd</sup> Demand Letter
2.	07/13/15	D. Slater	J. Paolino	Meeting Cancellation
3.	07/16/15	T. Dunn	P. Olmstead	Annual Report
4.	07/17/15	Commission	L. Bosco	Sewer Spreadsheet 6/30/15
5.	07/17/15	Commission	L. Bosco	Water Spreadsheet 6/30/15
6.	07/17/15	Commission	L. Bosco	Sewer Delinquent Rpt 6/30/15
7.	07/17/15	Commission	L. Bosco	Water Delinquent Rpt 6/30/15
8.	07/20/15	Commission	T. Marino	Treasurer's Report
9.	08/11/15	Commission	D. Tynan	Attorney Latino's Fees
10.	08/14/15	Commission	L. Bosco	Sewer Spreadsheet 7/31/15
11.	08/14/15	Commission	L. Bosco	Water Spreadsheet 7/31/15
12.	08/14/15	Commission	L. Bosco	Sewer Delinquent Rpt 7/31/15
13.	08/14/15	Commission	L. Bosco	Water Delinquent Rpt 7/31/15

IV. NEW BUSINESS

V. OLD BUSINESS

1) Collection of Delinquent Accounts

Tax Collector Darlene Tynan came forward to report that the fees paid to Attorney Joseph Latino for collected funds to date were as follows: Sewer \$3,078.77 - Water \$352.34. She noted from April 1<sup>st</sup> to June 30<sup>th</sup> the total sewer revenue collected was \$38,199.59; however water revenue collection has been slow. She added Attorney Latino has been doing a very good job and they are working well together. Her recommendation was to move to the next step in the collection process on the delinquent customers who ignored contact. It was decided to schedule a meeting during normal work hours to discuss this in greater detail after acquiring a status listing of the accounts currently in collection. Favorable discussions followed regarding shutting off water service and setting up the ability for our customers to pay bills on line.

Mrs. Tynan reported concerns brought to her regarding multiple units of use being billed to multi dwelling properties. James Paolino stated the office also has been contacted, the property files have been reviewed, the properties were confirmed to be multi-dwelling properties, and there are no errors in billing.

2) Water Rate Increases

Administrator Philip Olmstead reported as of July 1, 2015 Waterbury raised their rates by 5.5%. He noted that Wolcott Water last raised the rates five (5) years ago and taking into account all of the additional required operating expenses (i.e. propane, electricity, phone, fuel, etc.) that have risen over the years, he recommended a 10% increase to the current rate (\$3.54 ccf to \$3.89 ccf). He added the increase for a customer using 15 ccf per quarter would total \$ 5.25. He stated the current rates that remain (connection fee and basic service charge) are both sufficient at this time. Discussion followed. The following action was taken:

Upon **MOTION** by Scott Meyers, seconded by Jim Natale, it was unanimously voted by voice vote to increase the water rates 10% along the lines of what Administrator Philip Olmstead described.

Upon **MOTION** by Scott Meyers, seconded by Jim Natale, it was unanimously voted by voice vote to conduct a Public Hearing to discuss the water rate increase on September 21, 2015 at 6:45 p.m.

**VI. SUB-COMMITTEE REPORTS**

**VII. ADMINISTRATOR'S REPORT**

**1) Water Quality Monitoring and Reporting**

Administrator Philip Olmstead reported that the Wolcott Water Department is currently 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 located and marked 59 CBYD's.

• **Sunrise Pump Station – Lightning Strike**

Communications from Sunrise Pump Station to the Sewer and Water Office were lost due to a lightning strike. The two mother boards were replaced and daily documentation has resumed.

• **Beach Pump Station – Lightning Strike**

The Soft- Starter (an electrical device that ramps up the pump) was lost due to a lightning strike. It was replaced and the third pump is back on line.

• **Pribusion Software Upgrade – New Office PC**

The bugs in the new software have been identified and daily documentation of flow from the Waterbury Wolcott Meter Vault to the Sewer and Water Office will accurately resume once the service technician returns to load the revisions. Additionally, remote access will be installed at that time so Pribusion programmers from the Midwest can log in to our office pc if and when any future adjustments are needed.

• **Town-wide Road Reconstruction**

The crew continues to work with the Public Works Department on the road reconstruction projects and just completed the Longmeadow Grid Area.

- **September Water Billing**  
The crew began meter reads today for the September billing.

**VIII. PUBLIC COMMENT**

**IX. EXECUTIVE SESSION**

Upon **MOTION** by Scott Meyers, seconded by Jim Natale, it was unanimously voted by voice vote to enter into Executive Session at 7:30 p.m. with Administrator Philip Olmstead to discuss a personnel matter.

*The meeting resumed at 7:35 p.m.*

**X. ITEMS FOR NEXT AGENDA**

- **Collection of Delinquent Accounts**
- **Water Rate Increase**

**XI. ADJOURNMENT**

Upon **MOTION** by Scott Meyers, seconded by Jim Natale, it was unanimously voted by voice vote to adjourn the meeting at 7:35 p.m.

**ACCEPTED:**

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Laurie Bosco, Administrative Secretary

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