

**SEWER AND WATER COMMISSION  
REGULAR MEETING – 09/21/2015  
SEWER AND WATER OFFICE – 7:00 P.M.**

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

**MEMBERS ABSENT:** Gregory Dandio.

**ALSO PRESENT:** Tax Collector Darlene Tynan.

**I. CALL TO ORDER**

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 – 08/17/2015**

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 August 17, 2015.

**III. CORRESPONDENCE**

	<u>Date</u>	<u>To</u>	<u>From</u>	<u>Subject</u>
1.	08/31/15	Commission	D. Tynan	Del Collection - Revised Bills
2.	09/01/15	Commission	D. Tynan	Attorney Latino Fees
3.	09/01/15	D. Tynan	J. Latino	Del Collection – Revised Bills
4.	09/09/15	D. Tynan	J. Latino	Del Collection - Demand Letters
5.	09/10/15	Commission	L. Bosco	Sewer Spreadsheet as of 8/31
6.	09/10/15	Commission	L. Bosco	Water Spreadsheet as of 8/31
7.	09/10/15	Commission	L. Bosco	Sewer Delinquent Rpt as of 8/31
8.	09/10/15	Commission	L. Bosco	Water Delinquent Rpt as of 8/31

**IV. NEW BUSINESS**

James Paolino reported the decision was made effective October 1, 2015 that Tax Clerk Sandra Watts will spend approximately two days per week at the Sewer and Water Office. A work station will be set up for her with her own

computer containing the QDS Program and she will begin taking over handling collection of delinquent accounts that Darlene Tynan has been doing up at the Tax Office. She will report to Administrator Philip Olmstead.

**V. OLD BUSINESS**

**1) Collection of Delinquent Accounts**

Tax Collector Darlene Tynan reported that since the last meeting \$5,721.20 was collected in delinquent sewer usage and \$1,790.88 was collected in delinquent water usage. She noted that the second demand letter was sent out by Attorney Latino and some people are going to enter into a payment plan. She asked that the Commission keep in mind that since the second demand letter has gone out, if people continue to ignore it, further action really should be taken (i.e. Water Shut Off, Small Claims Court). She added that in some of the cases houses are selling, banks are foreclosing and paying off the debt, so eventually the Department gets the money.

Discussion followed. It was determined that each delinquent account will be reviewed in further detail to decide the course of action.

**2) Water Rate Increases**

James Paolino reported that after the last meeting information was received from Waterbury Bureau of Water outlining the rate increases from Fiscal Year 2016-2019, which was different than what the Commission had considered before deciding Wolcott's rate increase.

Discussion followed. It was decided to continue forward with the original 10% rate increase this year and to re-evaluate raising the rate each year Waterbury does.

**VI. SUB-COMMITTEE REPORTS**

**VII. ADMINISTRATOR'S REPORT**

**1) Water Quality Monitoring and Reporting**

**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 7:25 p.m.

*The regular meeting resumed at 7:30 p.m.*

**X. ITEMS FOR NEXT AGENDA**

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

**XI. ADJOURNMENT**

Upon **MOTION** by Scott Meyers, seconded by Jim Natale, it was unanimously voted by voice vote to adjourn the meeting at 7:30 p.m.

**ACCEPTED:**

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Laurie Bosco, Administrative Secretary

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