

**SEWER AND WATER COMMISSION
REGULAR MEETING – 12/21/2015
SEWER AND WATER DEPT – 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.

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 – 11/16/2015

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 November 16, 2015.

III. CORRESPONDENCE

	<u>Date</u>	<u>To</u>	<u>From</u>	<u>Subject</u>
1.	12/02/15	Commission	D. Tynan	Atty Latino Fees Nov 2015
2.	12/04/15	Commission	L. Bosco	2016 Meeting Dates
3.	12/07/15	Commission	L. Bosco	Water Shut Off Info
4.	12/10/15	Commission	L. Bosco	Sewer Spreadsheet as of 11/30
5.	12/10/15	Commission	L. Bosco	Water Spreadsheet as of 11/30
6.	12/10/15	Commission	L. Bosco	Sewer Delinqt Rpt as of 11/30
7.	12/10/15	Commission	L. Bosco	Water Delinqt Rpt as of 11/30
8.	12/21/15	Commission	P. Olmstead	16-17 Proposed Sewer Budget
9.	12/21/15	Commission	P. Olmstead	16-17 Proposed Water Budget

IV. NEW BUSINESS

V. OLD BUSINESS

1) Collection of Delinquent Accounts

Tax Collector Darlene Tynan plans to attend January's meeting to provide a formal update on collection efforts to include the suits field in Small Claims Court.

The Sewer and Water Department mailed Shut-Off Notices via both Certified Mail and First Class Mail to ten water customers (as advised) in delinquent status. To date, two have made contact to request payment plans but were respectfully declined (as that option has expired; at this stage payment is now due in full). Both stated they would work on getting funds elsewhere.

2) Water Rate Increase

In November the Town Council approved the Commission's proposed water usage rate increase which took effect in the December Billing.

3) Review of Water Rules and Regs – plastic piping

This item is in response to Public Comment received at the last meeting. The Administrator researched what is allowed under Waterbury's Regulations and Wolcott's Regulations and provided the following report.

Administrator Philip Olmstead came forward to report he met with the Superintendent of the Waterbury Bureau of Water (Chris Bogucki). The Inter-Municipal Agreement was reviewed which confirmed Wolcott has to follow Waterbury's Rules and Regulations that do state therein the acceptable materials allowable for use of which plastic is not one. When asked, Mr. Bogucki did respond there is no plan to change to plastic pipe in the future.

The Commission Secretary was directed to send a letter of response to the resident stating research has concluded plastic pipe is not acceptable as per the required adherence to Waterbury's Rules and Regulations.

VI. SUB-COMMITTEE REPORTS

VII. ADMINISTRATOR'S REPORT

Administrator Philip Olmstead reported the following:

1) **Water Quality Monitoring and Reporting**

The Wolcott Water Department is in compliance with all water quality monitoring and reporting and all results have met US EPA Primary and Secondary Drinking Water Standards.

- **December Quarterly Water Billing**

The bills were mailed as scheduled to include the most recent increase in the water rate charge.

- **Call Before You Dig**

The staff continues to respond to all mark out requests as received.

- **Sanitary Sewer Easement Clearing**

Easement clearing continues as to ensure access to cross country sewer lines with the assistance of an Operator from Public Works Department.

- **2016-2017 Sewer and Water Proposed Budgets**

Copies were distributed at the meeting. Discussion followed regarding the Sewer Fund Balance Transfer line item. It was reported each year a transfer of funds from the Sewer Fund Account has been needed in order to operate the department. Mr. Olmstead requested this circumstance be addressed as actions such as this warrants a rate increase. The Commission was in agreement and requested it be placed as an item on the next Agenda.

VIII. PUBLIC COMMENT

IX. EXECUTIVE SESSION

X. ITEMS FOR NEXT AGENDA

- Collection of Delinquent Accounts
- 2016-2017 Proposed Sewer and Water Budgets
- Sewer Rates Increase

James Paolino requested the members to submit their letters to the Mayor for reappointment, if they have not already done so.

XI. ADJOURNMENT

Upon **MOTION** by Scott Meyers, seconded by Jim Natale, it was unanimously voted by voice vote to adjourn the meeting at 7:20 p.m.

ACCEPTED:

Laurie Bosco, Administrative Secretary

James Paolino, Chairman
SEWER AND WATER COMMISSION