

**MEMBERS PRESENT:** Chairman James Paolino, Scott Meyers, Peter Sheehan, Walt Tumel  
Jim Natale

**ABSENT:** Rich SanAngelo

**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**

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 March 20, 2023.

**III. CORRESPONDENCE**

	<u>Date:</u>	<u>To:</u>	<u>From:</u>	<u>Subject:</u>
1.	05/05/23	Commission	S. Watts	Sewer Spreadsheet as of 3/31/23
2.	05/05/23	Commission	S. Watts	Water Spreadsheet as of 3/31/23
3.	05/05/23	Commission	S. Watts	Sewer Del Report as of 3/31/23
4.	05/05/23	Commission	S. Watts	Water Del Report as of 3/31/23
5.	05/05/23	Karen Mowad	J. Paolino	Meeting Cancellation 4/17/23
6.	05/05/23	Commission	S. Watts	Sewer Spreadsheet as of 4/28/23
7.	05/05/23	Commission	S. Watts	Water Spreadsheet as of 4/28/23
8.	05/05/23	Commission	S. Watts	Sewer Del Report as of 4/28/23
9.	05/05/23	Commission	S. Watts	Water Del Report as of 4/28/23

**IV. NEW BUSINESS**

**V. OLD BUSINESS**

- 1) Collection of Delinquent Accounts are ongoing.
- 2) Research is ongoing for the software update for sewer and water billing system.

**VI. SUB-COMMITTEE REPORTS**

**VII. ADMINISTRATOR'S REPORT**

• **Water Quality Monitoring and Reporting**

The Water Department is in complete compliance with all water quality monitoring and reporting.

**RECEIVED**  
5-16-2023  
1:00 pm  
*Karen Mowad*  
TOWN CLERK  
WOLCOTT, CONN.

- **Call Before You Digs (CBYD)**  
Call before you digs are being completed as received.
- **Water Tower Rehabilitation Project**  
The submittal process is being performed at this time for all materials to be used on the project.
- **Easement Jetter**  
The easement jetter is completed and final testing is being performed. Delivery and training is expected to be done at the end of the month.
- **Emergency Response Vehicle**  
The Ford F-350 is currently still on the build list at Fords factory.
- **June Water Billing**  
The meter reads are completed. The office will input the meter reads and send to Quality Data Service Inc. for printing.

**VIII. PUBLIC COMMENT**

**IX. EXECUTIVE SESSION**

**X. ITEMS FOR NEXT AGENDA**

**Collection of Delinquent Accounts**

**Status update on software for sewer and water billing**

**XI. ADJOURNMENT**

Upon **Motion** by Scott Meyers, seconded by Peter Sheehan, it was unanimously voted by voice vote to adjourn the meeting at 7:09 p.m.

**ACCEPTED:**

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Sandra Watts, Commission Secretary

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James Paolino, Chairman  
SEWER AND WATER COMMISSION