

**SEWER AND WATER COMMISSION
REGULAR MEETING – 12/17/2018
SEWER AND WATER DEPT. – 7:00 P.M.**

MEMBERS PRESENT: Chairman James Paolino, Vice-Chairman Scott Meyers, Jim Natale, Scott Cleary, and Carl Dambrauskas.

MEMBERS ABSENT: Walter Tumel.

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 – 11/19/2018

Upon **MOTION** by Scott Meyers, seconded by Jim Natale, it was unanimously voted by voice vote (with one abstention by Carl Dambrauskas) to accept the minutes of the regular meeting dated November 19, 2018.

III. CORRESPONDENCE

	<u>Date</u>	<u>To</u>	<u>From</u>	<u>Subject</u>
1.	12/04/18	Commission	D. Tynan	Atty Latino Collection Fees 11/2018
2.	12/10/18	Commission	L. Bosco	Sewer Del Rpt as of 11/30/18
3.	12/10/18	Commission	L. Bosco	Water Del Rpt as of 11/30/18
4.	12/10/18	Commission	L. Bosco	Sewer Spreadsheet as of 11/30/18
5.	12/10/18	Commission	L. Bosco	Water Spreadsheet as of 11/30/18
6.	12/13/18	Commission	P. Olmstead	2019-2020 Proposed S&W Budgets

Upon **MOTION** by Scott Meyers, seconded by Carl Dambrauskas, it was unanimously voted by voice vote to add the following item to the Agenda under New Business: 2019-2020 Fiscal Year Proposed Sewer and Water Budgets.

IV. **NEW BUSINESS**

1) **2019-2020 Fiscal Year Proposed Sewer and Water Budgets**

James Paolino referenced the proposed Sewer Budget and Water Budget as recommended by Administrator Philip Olmstead provided in the meeting packet. It was noted the proposed budgets almost mirror this current fiscal years' budgets. There were no questions or concerns discussed. Thanks was extended to Administrator Philip Olmstead and Administrative Secretary Laurie Bosco for composing the budgets for review and acceptance by the Commission and for submitting them on time to the Mayor and Finance Office. The following action was taken:

Upon **MOTION** by Scott Meyers, seconded by Jim Natale, it was unanimously voted by voice vote to approve submittal of the proposed budgets as recommended for fiscal year 2019-2020 for both Sewer and Water Departments to the Town Council.

V. **OLD BUSINESS**

1) **Collection of Delinquent Accounts**

Reference was made to the reports contained in the meeting packets.

2) **On-Line Payments Option**

Currently waiting for an update from Tax Collector Darlene Tynan.

VI. **SUB-COMMITTEE REPORTS**

1) **Sanitary Sewer System Inflow/Infiltration**

No report.

VII. **ADMINISTRATOR'S REPORT**

1) **Water Quality Monitoring and Reporting**

Administrator Philip Olmstead reported the Wolcott Water Department is currently in compliance with all water quality monitoring and reporting.

- **Fire Hydrant Hit – MVA @ 96 Wolcott Rd**

The repair to the hydrant was done and an estimated invoice (parts and labor) was sent to the Finance Department to in turn submit to the driver's insurance company for reimbursement.

- **Edgemont Lane Water Storage Tank**

The repair to the tank was successfully completed by Corrttech.

- **Sanitary Survey – Wolcott Water System**
The State of Connecticut Department of Public Health conducted the sanitary survey of the entire water system in all aspects to include a review of pump records and flows. There were no concerns addressed by the State during the survey. We are awaiting the official report from the State.
- **2019-2020 Sewer Dept Budget and Water Dept Budget**
The recommended budgets were completed and included in the meeting packet for review. Thanks was extended to Administrative Secretary Laurie Bosco for assistance in preparation amongst the other duties requiring completion throughout the month.
- **Call Before You Dig (CBYD)**
CBYD requests continue to be addressed as they are received.
- **Fire Hydrant Maintenance – (Regional Water Authority System)**
The crew is currently performing routine maintenance on the hydrants in the Hitchcock Lake area of town which include popping all caps, applying food grade anti-seize to nozzles and steamer caps, and preparing for painting in the spring.

VIII. PUBLIC COMMENT

IX. EXECUTIVE SESSION

X. ITEMS FOR NEXT AGENDA

- Collection of Delinquent Accounts
- On-Line Payment Options

At this time James Paolino expressed his thanks to the staff of the Sewer and Water Department for all their efforts and all the great work they do all year round and also to the Commission members for participating and maintaining great attendance at the meetings. He wished all a happy and healthy holiday season and a great new year.

XI. ADJOURNMENT

Upon **MOTION** by Scott Meyers, seconded by Jim Natale, it was unanimously voted by voice vote to adjourn the meeting at 7:07 p.m.

ACCEPTED:

Laurie Bosco, Administrative Secretary

James Paolino, Chairman
SEWER AND WATER COMMISSION