

**SEWER AND WATER COMMISSION  
REGULAR MEETING – 06/15/2020  
VIA ZOOM – 7:00 P.M.**

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

**MEMBERS ABSENT:** Walter Tumel.

**ALSO PRESENT:** Administrator Philip Olmstead.

**1. 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 Peter Sheehan, it was unanimously voted by voice vote to accept the minutes of the Regular Meeting dated May 18, 2020.

**III. CORRESPONDENCE**

	<u>Date</u>	<u>To</u>	<u>From</u>	<u>Subject</u>
1.	06/02/20	Commission	D. Tynan	Atty Latino Collection Fees Apr/May
2.	06/04/20	Commission	L. Bosco	Sewer Spreadsheet as of 5/31/20
3.	06/04/20	Commission	L. Bosco	Water Spreadsheet as of 5/31/20
4.	06/04/20	Commission	L. Bosco	Sewer Delinquent Rpt as of 5/31/20
5.	06/04/20	Commission	L. Bosco	Water Delinquent Rpt as of 5/31/20

**IV. NEW BUSINESS**

**V. OLD BUSINESS**

**1) Collection of Delinquent Accounts**

Reference was made to the information contained in the meeting packets. It was noted that due to the Governor's order during the COVID 19 pandemic, water shut offs due to non-payment will not go forward at the usual time.

**VI. SUB-COMMITTEE REPORTS**

VII. **ADMINISTRATOR'S REPORT**

1) **Water Quality Monitoring and Reporting**

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

• **Water Main Break – Waterbury**

A water main break occurred on Wolcott Road in Waterbury. Wolcott Water Department was able to flush a good amount of the discolored water coming into town at the Town Line Road location. The situation should resolve within a 24-hour period. Two calls were received from inquiring customers.

• **Sunrise Pump Station – Transmitters**

The discharge pressure transmitter and the suction transmitter were replaced due to failures and the station is now up and running normal.

• **Quarterly Water Billing – June 2020**

The bills were sent out on schedule.

• **Annual Sewer Billing – July 2020**

The billing process is currently in progress and this year bills are planned to be mailed out the same day as the tax bills (June 19<sup>th</sup>) at the request of the Tax Collector.

• **Call Before You Digs (CBYD)**

The crew continues to field mark all sewer and water utilities as requests are received.

• **Fire Hydrant Maintenance**

The crew will be working on hydrant maintenance for the next month, which will include operational testing and a fresh coat of paint. There is a total of 207 hydrants town wide.

VIII. **PUBLIC COMMENT**

IX. **EXECUTIVE SESSION**

X. **ITEMS FOR NEXT AGENDA**

- Collection of Delinquent Accounts

**XI. ADJOURNMENT**

Upon **MOTION** by Scott Meyers, seconded by Jim Natale, it was unanimously voted by voice vote to adjourn the meeting at 7:11 p.m.

**ACCEPTED:**

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Laurie Bosco, Administrative Secretary

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