

WATERFORD UTILITY COMMISSION  
REGULAR MEETING MINUTES

DATE: January 10, 2023

PLACE: 1000 Hartford Turnpike

PRESIDING: Chairman Ken Kirkman

MEMBERS PRESENT: Ray Valentini, Steve Negri, and Thomas Dembek

ALSO PRESENT: Attorney Nicholas Kepple, Town Legal Counsel

Staff: James A. Bartelli, Director of Utilities  
Patrick Dulin, Sewer Maintainer II

Chairman Ken Kirkman called the meeting to order at 6:04 p.m.

CITIZEN SESSION

None

SECRETARY'S REPORT

MOTION Made by Mr. Negri to approve the Minutes of the December 13, 2022 meeting, Mr. Dembek seconded.

VOTE The motion passed unanimously.

BILLING ADJUSTMENTS

The Commission reviewed the December adjustments. The adjustment report will be kept in the office for review.

EXPENDITURES

MOTION made by Mr. Negri to approve January 2023 bill list, Mr. Valentini seconded.

VOTE The motion passed unanimously.

OLD BUSINESS

- FINANCIALS – WW FUND REVENUES/EXPENDITURES REPORT  
Reports will be sent to Commission when they are available.

- Director's Report-Mr. Bartelli reviewed this report that provides updated information on all Utility Commission Capital projects that are currently funded and the status of each project.
- Collection Report was reviewed and Attorney Kepple gave an update.

#### UNFINISHED BUSINESS

- Maintenance Facility Fire Alarm System Proposals  
Mr. Bartelli reviewed the quotes received from Integrated Security Solutions LLC with the Commission.

MOTION            made by Mr. Negri to accept and award the bid to Integrated Security Solutions LLC in the amount of \$12,740.00, seconded by Mr. Valentini.

VOTE                The motion passed unanimously.

#### NEW BUSINESS

- SCADA Software Upgrade Demonstration- Mr. Dulin gave a presentation on a new software called Ignition. He went over the new technologies it offered and how it would be beneficial to Maintenance Department. He answered questions that the Commission had. The Commission requested to be presented formal proposal from the vendor of software in order to take further action.

#### WATER-VEOLIA REPORT

Report will be sent to the Commission when available.

#### PLANS REVIEW

None

#### PERSONNEL

Mr. Bartelli stated that he, Commission Chair Kirkman and Commissioner Valentini interviewed an applicant for the position of Assistant Director on January 5, 2023. An update will be forthcoming.

#### ADJOURNMENT

With no further business before the Commission, the meeting adjourned at 7:55 p.m.

MOTION            made by Mr. Valentini to adjourn. Mr. Negri seconded.

VOTE                The motion passed unanimously.

Respectfully submitted,  
Amy L. Windle  
Recording Secretary