



WATERFORD UTILITY COMMISSION

DATE: August 8, 2023

PLACE: 1000 Hartford Turnpike

PRESIDING: Chairman Ken Kirkman

MEMBERS PRESENT: Steve Negri and Tom Dembek

MEMBERS ABSENT: Rodney Pinkham and Ray Valentini

ALSO PRESENT: J. Robert Tuneski, Board of Finance Liaison

Staff: James A. Bartelli, Director of Utilities
Jill Stevens, Assistant Director of Utilities

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 July 11th meeting, Chairman Kirkman seconded.

VOTE Yes-2 Abstain-1 Motion Passed

BILLING ADJUSTMENTS

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

EXPENDITURES

MOTION Made by Mr. Negri to approve the July 2023 bill list, Mr. Dembek seconded.

VOTE The motion passed unanimously.

OLD BUSINESS

- Director's Report

Mr. Bartelli reviewed his report that provides updated information on all Utility Commission Capital projects that are currently funded and the status of each project.

- The Collection Report
There was no report to review.
- Utility Billing Software Billing Update
The staff continues to work on the new billing software and working on resolving small concerns.
- Contract #1 Sewer Interceptor Access update

Utility Commission staff met with Wright–Pierce Engineers (W/P) on June 13, 2023 to review the project, W/P has prepared a Task Order for the Commissions consideration.

MOTION made by Mr. Negri to accept the proposal for design services not to exceed \$75,200.00, seconded by Mr. Dembek.

VOTE The motion passed unanimously.

- Plastic Water Service Line Replacement Program
A request for an additional \$181,300.00 to replace plastic water services on Old Norwich Rd was acted upon by the Board of Selectman on June 20, 2023 and forwarded to the Board of Finance for their action on July 12, 2023. The RTM approved the appropriation on August 7, 2023.
- Fargo Water Tank Rehabilitation
The Utility Commission accepted the recommendation from Haley Ward Engineering dated June 23, 2023 recommendation the Fargo Water Tank refurbishment project be awarded to Utility Service Company for the bid price of \$990,900.00 and forward to the Board of Selectman for award. The Board of Selectman acted to accept the recommendation July 11, 2023. An award letter has been sent to the contractor. Staff is currently working with the Town’s Emergency Management Director, the Town’s radio service provider and the tank contractor regarding the temporary relocation of the antennas.
- Old Norwich Pump Station Upgrade
This project was placed out bid 6/30/22 as a combination project which entailed the refurbishment of both Old Norwich and Cross Rd stations. The bids received far exceeded our available funding. A letter request to the Board of Selectman to appropriate the currently designated \$544,000.00 was approved May 16, 2023 and

forwarded to the RTM for their action. On June 5, 2023 the RTM acted to appropriate the designation. Wright- Pierce Engineers have prepared the bid documents. A non-mandatory pre-bid is scheduled for July 25, 2023. Bids close on 8/10/23.

New Business

No new business at this time

City of New London/Veolia Report

The monthly report was provided to the Commission to review.

Mr. Bartelli reported that he and staff met again with New London Public Utilities to discuss water related topics and discussions are progressing very well. His goal is to conduct regular meetings and work together to resolve issues and create more efficiencies. Mr. Bartelli also reported that WUC staff, Waterford's Fire Marshalls Office and the City/Veolia are collectively working on a comprehensive database of public and private fire hydrants in the Town of Waterford.

PLANS REVIEW

Preliminary Application #25 for 33 Kenyon Road- Proposed New Synagogue

PERSONNEL

Mr. Bartelli reported that the Department needs a couple of people for summer positions to conduct lawn care and general maintenance at the Pump Stations. Also, our Maintenance Division Sewer Tech 1 position remains open. We currently have one Operator out on Worker's Compensation.

ADJOURNMENT

With no further business before the Commission, the meeting adjourned at 7:30 p.m.

MOTION made by Mr. Dembek to adjourn, Mr. Negri seconded.

VOTE The motion passed unanimously.

Respectfully submitted,
Amy L. Windle
Recording Secretary