Water and Sewer Commissioner Board Minutes of May 1, 2019
Present: Jay Spahl, Scott Zajkowski, Tom Fournier, Scott Piearczyk, George Patrinos, Lori Smith
Absent: Fred Bazinet

Jay called the meeting to order at 6:30 pm. Scott Z. made a motion to accept the April 3, 2019 minutes with the following change on page 2 under the 5-year Capital Improvement Plan it should read George and Scott Z presented . . . ., Tom seconded. All in favor, passed unanimously.

Lot 19 Dudley-Oxford Road: Kevin Flynn is requesting permission to tie into the sewer line. Jay said that the gravity sewer line stops in front of Mr. Flynn’s property. He would be responsible to extend the line to the end of his property line and install a manhole for any future tie-ins. There is a $12,000.00 fee to extend the line, $3,600.00 fee to tie-in a three-bedroom home, and a $400.00 fee for the meter. The permit fee of $350.00 which is included in the sewer tie-in fee is due within 5 days of approval. Scott Z. made a motion to approve the sewer extension and tie-in for Lot 19 Dudley-Oxford Road, Tom seconded. All in favor passed unanimously. Jay stated that the application, fees, and adherence to our regulations apply. Mr. Flynn stated that he may be interested in connecting to water as well. He was informed of the fees and the application process.

Warrant Articles: George reviewed the warrant articles submitted: $300,000.00 transfer from Retained Earnings for the testing and drilling of Station #3. He stated that there are indications that we are starting to have problems again. The driller has been contacted and will be coming out to check it out. The second article is $16,500. Transfer from Retained Earnings to cover the shortfall in the overtime account due to alarm failures, breaks, etc. There is also an article to clean up encumbered funds that are no longer needed for the purposes established to be repurposed to current needs. The Sewer Dept. has submitted an article to transfer $56,900. for Phase II of the Inflow and Infiltration Study Account. They also submitted an article for $20,000. Transfer from Retained Earnings to the radio read upgrade and replace Account.

Indirect Costs: Lori informed the board that Fred Bazinet did meet with Greg Balukonis to go over the calculation of the Indirect Costs. Greg provided the board with a breakdown of the indirect costs for fiscal year 2019 and 2020. Lori will ask Fred to come in on Thursday night to review indirect costs and to meet with board members who can make it down to the office. Scott Z. will put a list of questions together prior to Monday night’s Selectmen an FAA meeting where it will be further discussed. Lori was asked to post Monday, May 6th Selectmen and FAA meeting as a joint meeting.

Water/Sewer Budgets: The board discussed the proposed FY 2020 budgets and line item increases. Jay stated that we may need to consider raising the rates despite the effort to reduce expenses, clamp down on meter tampering/broken meters, etc. This would require a public hearing to be held. We have ordered new software that will assist with tracking meter usage which will be funded within this year’s budget. Scott said that he would like the description of position titles on the budget to be inline with what titles the union and Personnel Board has on file.

Monthly Sewer Report:

Sewer Report: Read wells & water meters, met with Tighe & Bond regarding Inflow & Infiltration Study, Tim completed an asbestos class and attended a class on meters, inspected meters, worked with flow
assessment team in section 6 & 1, repaired manhole, jetted Knollwood, Third, Brandon and D’Allessandro, assisted Water Dept. with dig on Mason Road and installed meters.

Water Report: Bacteria samples came back clean, meter reading, repairs, and installs, new meter tampering policies are working well, replaced water service a 55 Mason Road, meeting with FD regarding new alert system, LaFleur Electric will begin installing new SCADA system for stations in June, Station #3 well is beginning to act up again – FG Sullivan Drilling will be coming out sooner to begin Station 1 & 3 projects, spoke to David Haynes about donating $17,000 for new generator for Lyons Road station and are working on a SFR loan with Rich Carmignani and Tighe & Bond for upcoming projects: Main Station new water source; tank projects and Mason Road AC Pipe project.

Scott Z. made a motion to adjourn at 8:05 pm, Tom seconded. All in favor, passed unanimously.