

Waterbury Water/Sewer Commissioners Meeting
Monday January 30th, 2012
Waterbury Municipal Offices at Main Street Fire Station

Present: P.H. Flanders, Chair; D. Anderson and M. Alberghini, Commissioners; A. Tuscany, Public Works Director; W. Shepeluk, Municipal Manager; and L. Viens, Bookkeeper.

This meeting was called to order at 4:35pm.

WASTEWATER PROGRESS REPORT (WPR):

A. Tuscany discussed the WPR for January 2012. Flood remediation is almost complete, and FEMA report is in the process of being finalized. A. Tuscany mentioned that winter conditions have had varying effects on the lagoons. P.H. Flanders questioned the municipal staff's safety precautions while working on the ice – A. Tuscany assured that the proper safety precautions are in place. A. Tuscany reported that some invasive plants have been found in the gravel pile at the Town Highway Garage. P. Krolczyk is updating his license so he can apply pesticide to control the problem. This is a service that the Village Sewer department will provide for the Town Highway department. A. Tuscany also reported that a Sanitary Survey had recently been completed, and that the Village was told that their source protection plan has expired. The process of updating our source protection plan is underway. Quarterly reports for FY2010 and FY2011 were discussed, and a decrease in water and sewer usage was reported. P. H. Flanders commented that there has been a large amount of freeze-ups in residential homes and asked how the municipal staff has been handling that. A. Tuscany reported that the water department has been shutting off the water of frozen homes and the responsibility to thaw and repair pipe is that of the property owner's.

PUBLIC WORKS DIRECTOR (PWD) REPORT:

A. Tuscany discussed the monthly PWD report for January 2012. The application for FY13 priority list projects has been submitted for the phosphorus upgrade. A. Tuscany reported that testing for this project is scheduled to start no later than March of 2012, and that tentative final design plans have been set for July-December of 2012. A. Tuscany mentioned that while flood proofing for the MPS is underway, the main concern is that there is only one previous flood event for purposes of a cost/benefit study. A. Tuscany also discussed and explained the current Project Worksheet and the estimated costs associated with each project. B. Shepeluk commented that currently there are no concrete numbers associated with expected FEMA funding, but that he should have a more exact amount to report later this quarter.

SWEET WELL FIELD STANDBY POWER PROJECT:

The project was discussed by all. B. Shepeluk voiced that this project would be beneficial to the municipality with or without FEMA funding. P.H. Flanders agreed. Per the recommendation of the Manager, D. Anderson made a motion to have the Chair recommend the project to the Village Trustees as their next official meeting. **M. Alberghini seconded the motion. A vote was held, and the motion passed unanimously.**

REQUEST FROM BEN & JERRY'S AND BEST WESTERN:

B. Shepeluk provided requests from two local businesses (Ben & Jerry's and Best Western) to be forgiven penalty and interest charges associated with late payment. It was discussed that both businesses have a record of paying on time, and that during the last billing cycle all penalty and interest charges were forgiven due to hardships due to flood damage. Per the recommendation of the Manager, **M. Alberghini made a motion to forgive both parties the penalty and interest charges, provided that they sign a direct deposit agreement for future billings. D. Anderson seconded the motion. The motion passed 2-1, with Anderson voting "no".**

REQUEST FROM STAGECOACH INN:

In previous meetings, a request from the Stagecoach Inn to decrease current allocations to 15 water and 14 sewer units was granted. The Stagecoach Inn was also previously credited \$800.00 water and \$800.00 sewer, as stated in a letter from the Manager. B. Shepeluk reminded the Commissioners of a letter from Mr. Barwick, dated June 1, 2011, suggesting a solution for prior overpayment of water and

sewer base charges that may have been made by the Stagecoach Inn. In addition to the reduction of water and sewer base charges from 20 units each to 15 water units and 14 sewer units, which was instituted in July 2011, retroactive to November 2010, Barwick proposed no allocation charges by the Village in the future for increases in water/sewer capacity until a total of 5,000gpd was issued for each utility. He requested no refund or credit for the past overcharges. Previous communication with the business was discussed, as well as previous adjustments to allocations. P.H. Flanders suggested that the business be credited \$5,000.00 and that if in the future, additional allocations are required the business will need to pay in full. **M. Alberghini made a motion to credit the Stagecoach Inn with \$5,000.00 (\$2,500.00 for water and \$2,500.00 for sewer) and that any future allocation requests will be paid for in full. D. Anderson seconded the motion and it passed 2-1, with Anderson voting "no".**

BUDGETS FOR FISCAL YEAR 2012:

B. Shepeluk introduced the budgets for the Village water and sewer departments for 2012. He commented that the loss of revenue from the State Complex had an effect on the budget, and that the water and sewer revenue had significantly decreased from FY2010-2011. B. Shepeluk also commented that while he is not at a point to recommend a rate change it may be in line in the foreseeable future. B. Shepeluk also mentioned that the 2012 budget had been difficult to estimate without knowing exact amounts to expect from FEMA, but that he was hopeful that exact dollar amounts in claims will be submitted by the end of February 2012. B. Shepeluk discussed the two proposed budgets in detail, and the Water Commission provided feedback on certain line items. P.H. Flanders recommended that additional funds be added to the budget for the Main St. Sewer project to keep the project moving along. B. Shepeluk agreed to make the necessary changes. Upon recommendation of the Manager, the Commission agreed to remain open to the possibility of borrowing funds for the upcoming projects.

OTHER ITEMS:

SEWER POSITION OPENING:

Tony Roy is no longer employed by the Village of Waterbury sewer department. The search for a replacement is underway and the Manager is hopeful that the position will be filled in the near future.

PATTERSON TRAILER PARK:

The billing process for the Patterson trailer park of the Duxbury/Moretown Fire District was discussed. Currently there are no trailers occupying this property, but the Village of Waterbury has not received any request to cease billing. Per the recommendation of the Chair, the Village will continue to bill the Patterson account as usual until an official written request is submitted to the Village of Waterbury.

MINUTES:

D. Anderson moved to approve the minutes of the Dec. 5th meeting. M. Alberghini seconded the motion, and it passed unanimously.

There being no further business, the meeting was adjourned at 6:50pm.

Respectfully submitted,

Courtney Nelson, Utilities Billing Clerk

Approved on:

Feb 29 2012
