

Meeting of the Village Water/Sewer Commissioners

Monday, February 24th, 2014

43 S Main Street, Main Street Fire Station

Present: P.H. Flanders, M. Alberghini, C. Parks, Commissioners; W. Shepeluk, Municipal Manager; Alec Tuscany, Public Works Director; C. Nelson, Staff

Public: Paul Reed, Gunner McCain, Andrew Perrella, George Baush, Jen Chartrand, Katherine Proffitt

Flanders called the meeting of the Water and Sewer Commissioners to order at 4:35pm.

Alberghini moved to approve the minutes of the December 23 meeting. Flanders seconded. Parks abstained from voting as she was not present at the last meeting. The motion passed with two votes.

Paul Reed – Proposed Development Project: Mr. Reed came to discuss his proposed residential development for the current Moulton Farm land adjacent to Guptil Rd. Eight of the ten proposed lots would be connected to a new water main that would be connected to the existing main on Guptil Rd (the other two properties would tap directly into the existing main). The development process is expected to last anywhere from five to ten years from beginning the project. Mr. Reed has submitted an allocation application for 8 single family homes totaling 30 bedrooms, equivalent to roughly 405 gallons per day per house. Reed requested that rather than pay the entirety of the balance up front, he be allowed to pay a percentage of the balance down and then proceed to pay off the remaining balance as each residence is completed. By unanimous consent, the board agreed that a 10% down payment must be made to the Village before the application could be approved, and required that the full allocation fee for each individual home be paid prior to any connections being made as they are completed.

Gunner McCain Adjustment Request: McCain had been granted a “one-leak” adjustment for his property at 95 South Main St in early 2012. Since then, the property has had large amounts of work done and the leak has long since been fixed, however a boiler in another part of the building experienced issues this past quarter which resulted in another leak and a subsequently high bill. After some discussion, **Alberghini moved to adjust Mr. McCain’s most recent water bill for 95 S. Main in the same manner as the “one-leak” policy – the bill would be adjusted to reflect the average of the previous two quarters plus a \$50.00 leak adjustment charge. Parks seconded the motion, a vote was held, and the motion passed unanimously.**

MONTHLY REPORTS: Tuscany discussed the monthly progress reports for the water, wastewater, and public works departments. The water department reported two major leaks this month, including one on the armory drive line. Tuscany is planning to install a shut off valve on this line between Huntington Place and the Armory, so future leaks do not affect the Huntington Place residents. The wastewater department reported new progress on the treatment plant upgrade project. In addition, the Village will need to review RFQs for new dry pit submersible pumps for the main pump station. **By consent, the board approved for staff to review RFQ’s and select the best choice.** Tuscany is planning to hold a meeting with the residents of Hill St. Ext. (a private street) in the upcoming weeks to discuss cost sharing as a result of major wastewater, water, and storm catch basin repairs.

OTHER ITEMS: Parks noted that the Conservation Commission has requested to see a copy of the final proposal for the solar array at Sweet’s field before it is sent to the PSB. Shepeluk will follow up. The board reviewed an old version of a job description for the Public Works Director. The board discussed whether or not supervisor experience or professional engineering certification was required – the board will review and make comments at the next meeting.

Parks moved to approve the minutes of the January 27th and February 12th, 2014 meetings. Alberghini seconded, and the motion passed unanimously.

REVISED PLANTING PLAN FOR SWEET’S FIELD SOLAR ARRAY: A new plan had been presented for the planting around the solar array. Rather than one species of plant, several others have been added to create a more diverse environment. **Alberghini moved to approve the new planting plan at the proposed well field solar array. Parks seconded, a vote was held and passed unanimously.**

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POST OFFICE ADJUSTMENT: It was brought to the attention of the board that the Waterbury Center Post Office has been billed quarterly for a residential base unit as well as a commercial base unit. Flanders suggested that one year's credit for the incorrect residential base charge be issued to the account and the commercial base unit be removed from future bills. **Parks moved to issue a credit of \$120.00 to the account for the overcharges. Alberghini seconded the motion, a vote was held and passed unanimously.**

Flanders would like to gather information about the meter reading and billing process to discuss at the next meeting.

There being no further business, the meeting of the Water and Sewer Commissioners was adjourned at 6:12pm.

Respectfully submitted,
Courtney Nelson, Utilities Billing Clerk

Approved by: _____ Date: _____

DRAFT