

**MINUTES JOINT MEETING OF THE WOODRIDGE LAKE SEWER DISTRICT SEWER AUTHORITY
AND THE BOARD OF DIRECTORS OF THE WOODRIDGE LAKE SEWER DISTRICT
MONDAY, MAY 9, 2016, 4:00 P.M. (RESCHEDULED FROM MAY 16, 2016)
AT THE WOODRIDGE LAKE SEWER DISTRICT CONFERENCE ROOM LOCATED AT 113 BRUSH HILL ROAD,
GOSHEN INSIDE THE PORTABLE TRAILER**

CALL TO ORDER: Raymond Turri, President, called the meeting to order at 4:30PM, the meeting started late due to an earlier Planning Committee meeting.

ATTENDANCE: Board members present Raymond Turri, Alfred Shull, James Hiltz, Richard Reis, by Conference phone was Jim Mersfelder, also present Laurie Mosley Tax Collector and recording clerk for the WLSO, Plant Superintendent, and Charles Ekstrom.

EXCUSED: Joan M. Lang. President Raymond Turri asked to seat alternate Richard Reis in for excused member Joan Lang.

APPROVAL OF MINUTES: The minutes of three meetings April 18th, 2016, April 30th, 2016 at 9:30AM, and April 30th, 2016 at 11:00AM were presented for approval.

A MOTION WAS MADE BY Richard Reis, seconded by James Hiltz to approve said minutes as written. There was no discussion on the minutes, **SO VOTED.**

REPORT FROM PLANT SUPERINTENDENT: Monthly report – Woodridge Lake Sewer District May 9, 2016.

Personnel:

- Mark Theriault – ½ sick day and 5 vacation days
- Charles (Chuck) Fennimore – perfect attendance, he also successfully completed a one week on-call rotation.
- Joseph Palumbo – perfect attendance

Projects:

- On the 24th, low solids were noted in the aeration basins and a blockage was found in the clarifiers affecting the sludge return. Both clarifiers were dewatered and cleaned; a broken support cable was replaced in the west clarifier. Both tanks were back in service on the 26th. The plant is now operating normally.
- The lab computer was replaced by Berkshire on the 28th.
- I/I project – In an effort to locate and further control storm water flow surges due to I/I several flow meters were installed on March 31 in the station #6 collection area, on May 3, two flow meters were moved and another added to monitor the station #7 collection area. To date we have not had a significant rainfall event, so far the data has not shown any flow spikes.
- Station #6 soft start – Charlie is still waiting for a quote from Integrity Electric for a new unit.

- Charlie reported that he has had the mowing blades replaced on the brush hog and gotten the mower ready for the spring mowing season.
- Charlie had Bill Colby deliver 30 yards of processed dirt/gravel so that we could improve and expand our sludge disposal area, this expansion should give the district another year of room.
- Plant flows – for April the average daily flow was 94,000 gallons per day and the total precipitation was 3.59". So far in May the average daily flow is 98,000 gallons per day and the total precipitation is 2.36".

Charlie commented on the meeting he had with David Prickett to review the planned new pump station that would be built here at the plant. Dave's thoughts were that we may be able to use more of the current structures at the plant than first thought, if possible it which would result in a cost savings.

Charlie also commented that in the design for the new pump station is a dual pump system which he has never seen before. He has done some investigating as to where he can go to see one of these pumps in use. He would like to see how it works, if there are any problems with them; do the plant operators like these pumps, etc. The design looks great on paper but Charlie would first like to see one in action. Ray Turri commented once Charlie has set up a date and place, to let him know, he would like to accompany him to also learn about this new pump system.

Charlie commented that in preparation for the upcoming meetings with the Goshen and Torrington Inland Wetlands Commission approvals, the surveyors have come back out to flag the wet land areas along the piping route. They are marking all the way to Torrington. This was done under David Prickett instruction.

MONTHLY FINANCIAL REPORTS: Jim Mersfelder reported on the financial results for the month ending April 30th. First the delinquents, they at about the same place we were last year in number of delinquents. No significant issues there. Everything looked fine. For the budget, Jim stated he is forecasting a \$132,000 surplus to the 2015/2016 operating budget. There are some new projects and maintenance programs added to the capital project list.

Jim Mersfelder then discussed the budget for the 2016/2017. The board had received the proposed budget earlier with the budget letter (on file with the minutes). Jim discussed some minor changes with numbers on the draft that would be changed for the one on file copy.

Under the Projects (Capital items) column, Jim suggested that the District pay for the Construction and Engineering Project expenses from the District's annual budget rather than taking a loan out to finance it. This will reduce the long term costs to the taxpayers for the Torrington pipe line project.

Jim commented that we would be making our first annual payment on the 40 year USDA loan for the I&I, SCADA and Pump Station Upgrade completed last year. We will finish the engineering design for the Torrington pipe line during the year. We plan to continue with the flow monitoring process in the collections system to isolate the source of spikes in the flow so that they can be corrected.

Added Capital items were also discussed. There were several maintenance projects that Charlie has suggested, that we schedule each year, cleaning and videoing of four miles of collection system piping and then the repair as needed. Dry well cleaning and inspection at all pump stations was also suggested. Pump station #5 Refurbishment is also being scheduled. The flow monitoring program begun this year will be continued to isolate peak flows. A new standby generator which is towed by truck to the pump stations

without back up power will be included in the budget request. The current generator is very old, is not efficient, and is not easy to get around the lake.

Jim has talked to David Prickett on the forecasted start of the construction and when payment will start. Construction mobilization is now scheduled to start in November. The plan as presented will allow for the mil rate can stay at 4.3 for this next year.

A MOTION WAS MADE BY Raymond Turri, seconded by James Hiltz to approve said proposed 2016/2017 budget and budget letter as written. There was no discussion, **SO VOTED.**

OPERATIONS COMMITTEE REPORT- None.

PLANNING COMMITTEE REPORT- The planning committee met before the board meeting. The meeting discussed the forecasting of the project and the budget.

NEW BUSINESS- Jim reported that Bruce Chudwick, Bond Counsel to the District, has sent the legal copies of how we should publish the meetings properly. A copy of the mailing was given to all Board members. Included in the mailing will be two agendas, one for the budget meeting and one for Notice of Special District Meeting, a legal description of “who can vote at special district meetings”, the actual Resolution and the budget spreadsheet with the budget letter. The board discussed and approved the mailing contents and agreed that it was very important to get the mailing out as soon as possible. Both agenda’s would also be sent to the Waterbury Republican for Legal Notice to be published May 15th, which gives the legal 10 day notice to the call of the meeting.

Jim Mersfelder reported that the Planning Committee decided that it would be a good idea to send the Facilities Planning Summary Report, which is a report on the Proposed Regional Sewer Connection Project for the Woodridge Lake Sewer District in Goshen, CT dated May 9, 2016 (reported by David Prickett Consulting, LLC and Woodard & Curran) to Ms. Ann Straut at the Department of Energy and Environmental Protection Bureau, Raymond Drew , WPCA Administrator at the city of Torrington and to Jerry Rollett, Public Work’s Director for the city of Torrington. **A MOTION WAS MADE BY** Richard Reis seconded by Alfred Shull, to send the Facilities Planning Summary Report to Ann Straut, Jerry Rollett and Raymond Drew. No discussion, **SO VOTED.**

OTHER BUSINESS- Jim Mersfelder commented that the Board left out an agenda item at the last meeting and needed to be addressed. **A motion was made** by Alfred L. Shull, seconded by Raymond Turri to approve and ratify Mersfelder’s signature on the execution of the engineering agreement between Woodard & Currans and the Woodridge Lake Sewer District, dated April 2, 2016 and on the USDA Loan and Grant documents dated April 1, 2016. Both documents are subject to the voter approval on May 28, 2016. No discussion, **SO VOTED.**

A MOTION WAS MADE BY James Hiltz seconded by Richard Reis, to adjourn at 5:40PM. No discussion, **SO VOTED.**

Respectfully submitted,

Alfred L. Shull, Clerk

Laurie Mosley, recording Clerk
WOODRIDGE LAKE SEWER DISTRICT SEWER AUTHORITY
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