

BOARD OF WATER COMMISSIONERS

REGULAR MEETING ON MAY 21, 2019

ATTENDANCE: Chairwoman Elizabeth Phelan
Commissioner Robert A. Badal
Commissioner Ramiro Suarez
Commissioner Sean Dunn
Mary Fortier, Council Liaison
Robert Longo, Superintendent

Also in Attendance: Joseph Pagliaruli, Assistant Superintendent
Dan Bolduc, Assistant Superintendent
Joyce DeFelippi, Office Manager
Maryann Gallo, Resident

Absent: Commissioner Kathy Ferrier

Chairwoman Phelan called the meeting to order at 6:30 PM.

1) PLEDGE OF ALLEGIANCE

2) MOMENT OF SILENCE

Chairwoman Phelan dedicated a moment of silence to all areas of the country that are experiencing tornado's.

3) APPROVAL OF THE MINUTES OF THE MARCH 19, 2019 MEETING OF THE BOARD OF WATER COMMISSIONERS

Motion made by Commissioner Badal to approve the March 19, 2019 meeting minutes.
Motion seconded by Commissioner Suarez.
Motion passed unanimously.

4) APPROVAL OF THE MINUTES OF THE APRIL 16, 2019 SPECIAL MEETING OF THE BOARD OF WATER COMMISSIONERS

Motion made by Commissioner Suarez to approve the April 16, 2019 special meeting minutes.
Motion seconded by Commissioner Badal.
Motion passed unanimously.

5) APPROVAL OF THE MINUTES OF THE APRIL 18, 2019 MEETING OF THE BOARD OF WATER COMMISSIONERS

Motion made by Commissioner Suarez to approve the April 18, 2019 special meeting minutes.
Motion seconded by Commissioner Badal.

Motion passed unanimously.

6) APPROVAL OF THE DEPARTMENT REPORTS FOR THE MONTH OF MARCH 2019

Commissioner Badal noted the reservoirs are at 97% and asked if the Department has been releasing water. Superintendent Longo stated the water in the reservoirs is still going over the spillway, but the department has been able to handle it.

Motion made by Commissioner Dunn to approve March 2019 monthly report.
Motion seconded by Commissioner Suarez.
Motion passed unanimously.

7) APPROVAL OF THE DEPARTMENT REPORTS FOR THE MONTH OF APRIL 2019

Motion made by Commissioner Badal to approve April 2019 monthly report.
Motion seconded by Commissioner Suarez.
Motion passed unanimously.

8) PUBLIC PARTICIPATION

None

9) CUSTOMER COMPLAINTS:

1) David Cassarino – 197 Blakeslee St.

A letter received by David Cassarino requesting that the overtime turn off/on charge be reduced to the \$80.00 charge that he was told. Superintendent Longo noted he took the call and informed them that if the repair was not completed by 12:30 PM on Friday the cost would be a \$170.00 for the overtime callout. Superintendent Longo also noted that Mr. Rybczyk called in at 1:45 to have the water turned back on, which was the second time that day and was told to make sure that the owner be made aware of the overtime charge. Superintendent Longo noted that because there were two call outs that day, he waived the first \$80.00 and only charged the \$170.00 overtime call out charge. A discussion ensued and the Board felt no relief should be given.

Motion made by Commissioner Dunn that no relief be given to the overtime charges for 197 Blakeslee Street.
Motion seconded by Commissioner Suarez.
Motion passed unanimously.

2) Roman Lesiak – 197 Marcia Dr.

Maryann Gallo, homeowner, requesting a refund for the \$1,000.00 fine that was paid by Roman Lesiak. She stated that Mr. Lesiak was trying to repair a leak for her and unknowingly cut the wire that seals the meter. Superintendent Longo explained why the seals are on the meters and that all residents need to do is call the department to have the meter removed for any repairs. A brief discussion ensued to the tampering and it was noted that the Board felt no relief should be given.

Motion made by Commissioner Badal that based on the Departments Rules and Regulations no relief should be given on the meter-tampering fine for 197 Marcia Dr.
Motion seconded by Commissioner Suarez.

Motion passed unanimously.

3) Robert Duquette – 210 Bradley St.

Chairwoman Phelan noted per Mr. Duquette's letter, he is requesting relief from a \$2,613.01 water bill. Superintendent Longo noted that the property has been vacant since January 2019 per Mr. Duquette's request and the amount of water that went through the meter was substantial. He stated that this leak had to been going on for two to three months for that amount of water to go through the meter. A discussion ensued and the Board felt that no recourse should be given.

Motion made by Commissioner Badal that no recourse be given.

Motion seconded by Commissioner Suarez.

Motion amended by Commissioner Badal to add that Superintendent Longo make payment a payment plan on the high bill.

Motion seconded by Commissioner Dunn.

Motion passed unanimously.

10) COMMITTEE REPORTS

A) INVESTMENTS COMMITTEE

Superintendent Longo noted that the investments accounts have all been closed. The Department has received 4.7 million in funds and the monies have been deposited into the Goals Enabling account. He noted that he received a letter from Corporation council, which he supports, that the Department needs to go through the Purchasing Agent to go out for an RFQ (Request for Qualification) or RFP (Request for Pricing). The Purchasing Agent will contact him with his recommendations. He added that a committee will need to be formed made up of himself, the Purchasing Agent, Comptroller and one or two Board Members. Chairwoman Phelan noted that Commissioner Badal and Commissioner Dunn volunteered to serve on the committee.

B) CELL TOWER COMMITTEE

Superintendent Longo noted that he received an email from Thomas White with T Mobile. He noted that T Mobile is requesting to put an additional antenna on the Chapel Street Tank. They want to put the antenna on a temporary basis for one week in August to service their customers during the Giamatti Little League games. Superintendent Longo informed Mr. White that they have a lease in place, which allowed them at that time to put the necessary equipment they needed for adequate coverage. Superintendent Longo stated this additional request goes against the lease in place. Superintendent Longo informed Mr. White that the lease needs to be modified and the antenna has to be permanent. Superintendent Longo spoke with Corporation Counsel and Commissioner Ferrier and both agreed to the lease modification. Superintendent Longo noted it takes time to modify the lease and asked the Board to consider allowing T Mobile to add the antenna in August stipulating that it becomes permanent.

Motion made by Commissioner Suarez to recommend the T-Mobile Cell Tower Lease be revisited.

Motion seconded by Commissioner Dunn

Motion amended by Commissioner Suarez to add to the motion if timing is prohibited to allow T-Mobile to put the additional equipment needed on the tower and it has to stay permanently.

Motion seconded by Commissioner Badal.

Motion passed unanimously.

C) LEVEL A MAPPING

None

11) GREAT PYRENEES WAY SUBDIVISION – WATER MAIN EXTENSION

Superintendent Longo stated Rock Builders is requesting to install a water main extension on Great Pyrenees Way. This water main extends into Burlington, but the department can only service Bristol residents. He noted that the developer is paying for extension and the cost is \$8,925.00.

Motion made by Commissioner Dunn to approve the application for water main extension for Rock Builders on Great Pyrenees Way.

Motion seconded by Commissioner Suarez

Motion passed unanimously.

12) APPROVAL OF THE BRISTOL WATER DEPARTMENT RATES, RATE STRUCTURE AND MISCELLANEOUS CHARGES FOR THE 2019-2020 FISCAL YEAR

Chairwoman Phelan noted that there was no one in attendance during the Public Hearing. Superintendent Longo gave a brief summary of the changes made (see Attachment A).

Motion made by Commissioner Badal to accept the Bristol Water Department Rates, Rate Structure and Miscellaneous Charges for the Fiscal Year 2019-2020 effective July 1, 2019 as presented.

Motion seconded by Commissioner Suarez.

Motion passed unanimously

13) WATER & SEWER MERGER

Superintendent Longo reminded the Board that at the April Charter Revision meeting a new Section 48A will mirror the current Section 48 that was written around the Special Act. He noted that at the May meeting he requested to change the wording from Water Pollution Control Authority and Water Pollution Control Department to Bristol Water & Sewer Commissions. He felt this will help identify who we are now. Superintendent Longo stated at they all agreed to it at the Charter Revision Committee meeting. He noted that there will be a Public Hearing scheduled for May 29th for the name change. It then will be referred to Corporation Council for their vote.

Superintendent Longo noted since things are heading in the right direction, he will start making changes to job descriptions that he has been waiting to make for a year and a half. He gave a brief summary of changes he is looking to make, but no action taken.

14) ACTIVITY REPORT – WESTON & SAMPSON ENGINEERING

Superintendent Longo gave a brief overview of Weston & Sampson's report highlighting on the areas of the Mix Street Well (see Attachment A).

15) ACTIVITY REPORT – TIGHE & BOND

Superintendent Longo noted that Tighe & Bond's work on the DeWitt Drive Tank has been completed and there will be no further reports.

16) CHAIRWOMAN'S REPORT

Chairwoman Phelan informed the Board and commended Laurie Nimchek for she handles closings. She was commended by a person who handles closings through a letter to the Mayor.

Assistant Superintendent Bolduc reported that the Filter Media project is 99% completed. All that is left to do is painting some piping. He noted they are currently replacing some of the valves that need to be replaced as well as some valves at the Filter Plant. They are continuing doing underground water samples at the Mix Street Well.

Joyce DeFelippi, Office Manager reported on the shut offs noting only six remained off at the end of the day. She also informed them that the Department has upgraded Munis to match what the City is currently using.

Assistant Superintendent Pagliaruli reported the Meter Shop is currently doing meter changes and focusing on testing lawn irrigation systems.

17) SUPERINTENDENT'S REPORT

Superintendent Longo informed the Board that four employees took the State Test for the Class III License. The two that passed were Kraig Keegan and Don Handrinos.

Superintendent Longo noted the Water Quality Report is done and will be ready for July 1st.

Superintendent Longo noted that Filter Media project is 99% complete and came in \$220,000.00 under budget. He stated that since the project came in under budget, he would like to reallocate some of the funds to change some water fountains to bottle watering filling stations. He added these stations would be located in City Hall and other municipal departments. A discussion ensued; Superintendent Longo said this will also help the City with the Sustainable CT program. Sustainable CT is a way to say the city is energy and natural resource efficient. Superintendent Longo noted that he has spoken with Dave Oak who is in charge of Sustainable CT and will meet with him. Superintendent Longo requested to reallocate \$40,000.00 to install these water bottle filling stations. Discussion ensued to the stations and the positives of having them. It was also noted it will help reduce the use of plastic bottles.

Motion made by Commissioner Suarez to reallocate \$40,000.00 from the Filter Media project to install water bottle fill stations in several municipal buildings throughout the City and to carry said funds into the next fiscal year.

Motion seconded by Commissioner Dunn.

Motion passed unanimously.

Superintendent Longo informed the Board on the proposal that he received from Sedaru. He noted that the cost would be more than anticipated. He stated the employees were very impressed by the product and its capabilities. Superintendent Longo pointed out this will aide with the GIS issues since we have no GIS person in the office. He noted this will give the Department a direct connection to updated GIS information and mapping. He noted that he is not making any proposals until he can meet with the Purchasing Agent. He needs to find out if the Department can purchase the product without going out for RFQ. The contract will need to be reviewed by Corporation Counsel as well for the contract language.

18) OLD BUSINESS

None

19) NEW BUSINESS

Commissioner Dunn asked the Board if he can have the Energy Commission give a presentation at one of the meetings. He gave a brief explanation of what they are trying to achieve. Superintendent Longo thought it would be great idea and to let them know when so it could be added to the Agenda.

20) ADJOURNMENT

Motion made by Commissioner Badal to adjourn the meeting at 7:37 PM.

Motion seconded by Commissioner Suarez.

Motion passed unanimously.

Attested By,

A handwritten signature in cursive script that reads "Elizabeth Phelan".

Elizabeth Phelan
Chairwoman

WESTON & SAMPSON ACTIVITY REPORT
CITY OF BRISTOL WATER DEPARTMENT
For the meeting on May 21, 2019On-Call Engineering Services (2070524):

1. As part of the On-Call Engineering Services, Weston & Sampson is currently working on the following tasks:
 - a. CTDEEP General Permits: All Permit application have been submitted to DEEP:
 - i. Miscellaneous Discharges of Sewer Compatible (MISC) Wastewater for the discharge from the WFP to the sanitary sewer.
 1. Awaiting DEEP acceptance and approval of the permit application.
 - ii. Comprehensive Discharges to Surface Water and Groundwater related to discharges from the wellfields.
 1. Awaiting DEEP acceptance and approval of the permit application.
 - b. GIS: Anticipate locating / surveying unburied valve box covers. Awaiting direction from BWD.
 - c. *Water Supply Plan Update*: No activity this period. Anticipate starting in Fall 2019.
 - d. Water Treatment Plant Improvements (2170821):
 - i. Filter media replaced in all four (4) filters.
 - ii. Air piping work complete
 - iii. New blower and air scour system has been installed and tested.
 - iv. Contractor addressing punch list items
 - v. Work will continue thru May 2019.
 - e. *Groundwater Under the Direct Influence of a Surface Water (Mix Street Well #3)*
 - i. Assisting the BWD with performing a GWUDI study of Well #3. BWD staff collecting required water quality samples and submitting same to the laboratory for analysis. Results are forwarded to Weston & Sampson for monitoring and compilation into the report. The GWUDI study will involve sample collection for a one-year period.
 - f. Mix Street and Mechanic Street infrastructure improvements (2190087)
 - i. Design of water main along access road to Mix Street chemical feed building is complete. Approval from DPH related achieving 4 log virus inactivation has been obtained. Water Company Owned Land Change of Use permit submitted to DPH for approval. Construction at Mix Street anticipated to begin in June 2019. Project includes design of redirect analytical instrumentation discharge away from adjacent water bodies at both Mix Street and Mechanic Street well fields.

Monthly Progress Report

Client: Bristol Water Department (BWD)

Project: DeWitt Drive Water Storage Tank Improvements

Report No.: 126

Project Number: B-0414

Date: 5/14/2019

For Project Period: 4/10/2019-5/14/2019

Activities Performed to Date

DeWitt Drive Storage Tank Project (B-0414-08)

- Finalized record drawings
- Prepare closeout documents and send to town

Activities Planned for Next Period/Schedule

DeWitt Drive Storage Tank Project (B-0414-08)

- None

