

BOARD OF WATER COMMISSIONERS

REGULAR MEETING ON JUNE 18, 2019

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

Also in Attendance: Joseph Pagliaruli, Assistant Superintendent
Michael Lynch, Assistant Superintendent
Dan Bolduc, Assistant Superintendent
Joyce DeFelippi, Office Manager

Absent: Commissioner Ramiro Suarez

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

1) PLEDGE OF ALLEGIANCE

2) MOMENT OF SILENCE

Commissioner Ferrier dedicated a moment of silence to the people that died and those who were wounded in the Virginia Beach shooting. She noted that four of those that died were members of the American Water Works Association.

3) APPROVAL OF THE MINUTES OF THE MAY 21, 2019 PUBLIC HEARING OF THE BOARD OF WATER COMMISSIONERS

Motion made by Commissioner Badal to table the May 21, 2019 Public Hearing minutes to July 16, 2019 meeting.

Motion seconded by Chairwoman Phelan.

Motion passed unanimously.

4) APPROVAL OF THE MINUTES OF THE MAY 21, 2019 REGULAR MEETING OF THE BOARD OF WATER COMMISSIONERS

Motion made by Commissioner Dunn to table the May 21, 2019 regular minutes to July 16, 2019 meeting.

Motion seconded by Commissioner Badal.

Motion passed unanimously.

5) APPROVAL OF THE DEPARTMENT REPORTS FOR THE MONTH OF MAY 2019

A discussion ensued to the reservoir levels and it was noted water is no longer being released.

Superintendent Longo informed the Board under the City Charter, the Department's reports should have been forwarded to the Board of Finance. All the reports are sent to the Comptroller and the past Comptroller should have been forwarding them to the Board of Finance. It was noted that the Comptroller had forwarded the reports. The department has sat with the Comptroller to correct this. He noted the Cash and Budget Statements will change a little to accommodate what is needed to be sent to the Board of Finance, but will still have the same information the Board needs. It will just be in a condensed version, starting in August.

Motion made by Commissioner Ferrier to approve May 2019 monthly report.
Motion seconded by Commissioner Dunn.
Motion passed unanimously.

6) PUBLIC PARTICIPATION

None

7) CUSTOMER COMPLAINTS:

1) Krzysztof Godlewski – 112 Mountain View Ave

Superintendent Longo informed the Board that Mr. Godlewski is requesting a payment arrangement on a large bill due to a pipe bursting in February 2019. Mr. Godlewski requested the water be shut off due to the leak. A bill was issued for the service call out and has been paid in full. A discussion ensued to his request for payment arrangements, which Superintendent Longo noted that they were not part of the Water Department's practice. A discussion ensued to the request; Commissioner Badal suggested the Board allow Superintendent Longo to make payments arrangements with Mr. Godlewski.

Motion made by Commissioner Dunn to allow Superintendent Longo to make payment arrangements for the issue at 112 Mountain View Ave for Mr. Krzysztof Godlewski.
Motion seconded by Commissioner Ferrier.
Motion passed unanimously.

8) COMMITTEE REPORTS

A) CELL TOWER COMMITTEE

Superintendent Longo noted that he spoke with T-Mobile letting them know the Department will not entertain a temporary solution at the little league field. He stated that T-Mobile agreed to a permanent structure and both sides agreed on an additional \$150.00 per month. The addendum to the contract is currently being reviewed by Corporation Counsel.

Superintendent Longo updated the Board on the request from AT&T to go on the Stevens Street Tank; he noted they are trying to fast track it now after 6 months of discussion. He stated that it is in the hands of Corporation Counsel to review a few items. However, they have not discussed any pricing at this time.

B) LEVEL A MAPPING

None

9) INVESTMENTS

Superintendent Longo noted he has met with the Comptroller and has spoken with Corporation Counsel regarding the investments that are sitting in the checking account. He noted that the Comptroller was going to discuss with Corporation Counsel to see if the funds can be put in a temporary account until the RFP could be done. A discussion ensued to where the funds have been moved to and the fact that it is not accruing interest. Superintendent Longo noted that all funds have been deposited into the Goals Enabling Account. He hopes to have an update at the next meeting.

10) WATER & SEWER MERGER

Superintendent Longo informed the Board that Council Liaison Fortier is at the Charter Revision Public Hearing. He noted that he had met with the Mayor today and she noted that the items should be referred to the City Council. The final report from Charter Revision addressed all of his concerns and unless something drastic happens at the Public Hearing all items will be on the November ballot.

Superintendent Longo noted he has begun taking over more of the workload such as meeting schedules and agendas. He stated that it was his understanding there will be only one commission for water and sewer, but will confirm with the Mayor. A discussion ensued to when and where the meetings will be held.

Superintendent Longo noted that within the next couple of weeks he will be working on changing all job descriptions.

Commissioner Dunn asked what department will handle Storm Water Trust. A discussion ensued what the Storm Water Trust is and who will be taking it over. It was noted that it will stay under the control of Public Works.

11) ACTIVITY REPORT – WESTON & SAMPSON ENGINEERING

Superintendent Longo gave a summary on Weston & Sampson's Activity Report (See Attachment A).

12) CHAIRWOMAN'S REPORT

Assistant Superintendent Bolduc reported that they are continuing to do maintenance. He also noted that two more valves need to be replaced in the high service building.

Joyce DeFelippi, Office Manager reported the office has just completed upgrading the Munis software.

Assistant Superintendent Lynch noted the Construction Department is very busy since it is prime construction time. They have completed the asphalt and sidewalk patches from the previous year. He noted that on July 25th the department will be installing a new insertion valve on Broad Street.

Assistant Superintendent Pagliaruli noted the Meter Shop is continuing to do cross inspections and meter changes.

Council Liaison Fortier noted that the Charter Revision Public Hearing went smoothly. She stated that all the items are technical in nature, but should address all the outstanding items to move Water Pollution under the control of the Water Department.

13) SUPERINTENDENT'S REPORT

Superintendent Longo noted that the Farmers Market will be starting soon and the Department will have a station set up, provided there is staff availability.

Superintendent Longo noted that one of the employees in the Meter Shop, which is also a floater with Construction, is now painting hydrants. Painting of hydrants will now fall under the control of the Meter Shop.

Superintendent Longo informed the Board there will be a vacancy at the Filtration Plant as one of the employees has handed in his resignation and will be working at Regional Water Authority. They will be starting the new hiring process soon.

Superintendent Longo reported the full DPH Inspection has been completed. He noted that he has not received the report yet, but believes it went very well. He thanked the Assistant Superintendents for all of their hard work preparing for the inspection.

Superintendent Longo noted that at the Denver Colorado conference, Cassidy Yates a student who attends the University of New Hampshire received the Mueller Recipient \$5,000 Scholarship. Ms. Yates a Bristol resident who attended the Filter Plant education tour during 6th grade. Upon graduation, she requested to shadow someone at the Filter Plant, which was Assistant Superintendent Dan Bolduc for a day. Assistant Superintendent Bolduc noticed her potential, set up an internship with former employee Kirk at Aquarion Water Company. Superintendent Longo noted this was the first time that a National Scholarship was given to a resident from Connecticut.

14) OLD BUSINESS

None

15) NEW BUSINESS

Commissioner Dunn suggested that a plaque be put on the wall for Ms. Yates so the other students who come to the tour can see what she accomplished. Superintendent Longo noted that the Connecticut Section of American Water Works in their quarterly magazine will have an article on Ms. Yates and he hopes to take that article and put it on the wall. A brief discussion ensued and no action was taken.

16) ADJOURNMENT

Motion made by Commissioner Badal to adjourn the meeting at 7:21 PM.
Motion seconded by Commissioner Dunn.
Motion passed unanimously.

Attested By,



Kathy Ferrier
Secretary

WESTON & SAMPSON ACTIVITY REPORT
CITY OF BRISTOL WATER DEPARTMENT
For the meeting on June 18, 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. The BWD is moving forward with redirecting analyzer discharge back into the distribution system. The registration for this general permit will therefore be withdrawn.
 - 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 replacement is complete.
 - ii. Contractor addressing punch list items which should be completed in June.
 - 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.