

BOARD OF WATER COMMISSIONERS JULY 16, 2019 MEETING MINUTES

Present: Chairwoman Elizabeth Phelan, Commissioner Robert A. Badal, Commissioner Kathy Ferrier, Commissioner Sean Dunn, and Council Liaison Mary Fortier.

Staff Present: Superintendent Robert Longo, Assistant Superintendent Michael Lynch, Assistant Superintendent Joseph Pagliaruli, Assistant Superintendent Dan Bolduc and Office Manager Joyce DeFelippi.

Also in Attendance: Caroline Lebron and Michael Redman, Residents.

Absent: Commissioner Ramiro Suarez.

Chairwoman Elizabeth Phelan called the meeting of the Board of Water Commissioners held on July 16, 2019 at the Water Treatment Plant, 1080 Terryville Ave to order at 6:30 p.m.

1) PLEDGE OF ALLEGIANCE

2) MOMENT OF SILENCE

Commissioner Ferrier dedicated a moment of silence to the children that have been separated from their parents and held in the immigration camps.

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

On motion of Commissioner Badal and seconded, it was unanimously voted: To approve the minutes of the public hearing Board of Water Commissioners on May 21, 2019.

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

On motion of Commissioner Dunn and seconded, it was unanimously voted: To approve the minutes of the regular Board of Water Commissioners meeting on May 21, 2019.

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

On motion of Commissioner Badal and seconded, it was unanimously voted: To approve the minutes of the regular Board of Water Commissioners meeting on June 18, 2019.

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

On motion of Commissioner Ferrier and seconded, it was unanimously voted: To approve the Bristol Water Departments monthly reports of June 2019.

7) PUBLIC PARTICIPATION

There was no public participation.

8) WATER MAIN EXTENSION – LOT 66-1 TERRYVILLE AVENUE

Water main extension request from Caroline Lebron and Michael Redman to extend the water main on Terryville Avenue. They requested the Board reconsider having the water main extended to the end of their property line due to cost.

Superintendent Longo noted that the regulations state that a water main has to be extended to the farthest property line. The Board agreed and noted the water main has to be brought to the end of the property line at the customers' expense. The Board also noted that the customer is responsible for paying the connection from the water main to the curb.

On motion of Commissioner Dunn and seconded, it was unanimously voted: To approve the water main extension for Lot 66-1 Terryville Avenue.

9) CUSTOMER COMPLAINTS:

1) 381 King Street – Michelle Dejesus

It was noted that Michelle Dejesus of 381 King Street in her letter to the Board of Water Commissioners requested the shut off fee of \$125.00 be waived. After a brief discussion, the Board noted that no recourse be given.

On motion of Commissioner Dunn and seconded, it was unanimously voted: That no recourse be given on the shut off fee of \$125.00 to Michelle Dejesus, 381 King Street.

10) COMMITTEE REPORTS

A) CELL TOWER COMMITTEE

Superintendent Longo informed the Board that the Department has signed an agreement with T Mobile to go on the Chapel Street Tank with an additional increase of \$150.00 a month.

Superintendent Longo noted he is still working with AT&T to add additional equipment on the Stevens Street Tank.

B) LEVEL A MAPPING

Nothing to report.

11) INVESTMENTS

Superintendent Longo reported the investments are still in the department's checking account. An RFQ has been developed and will be sent out shortly. Superintendent Longo noted that he along with Commissioner Badal, Commissioner Dunn, John Smith, Board of Finance, Comptroller, Purchasing Agent, and Council Liaison Fortier will be serving on the Committee.

12) WATER & SEWER MERGER

Superintendent Longo reported that he is working with Human Resources on re-writing job descriptions.

Superintendent Longo noted he is currently working with Sean Hennessey, Manager of WPC, on some capital projects.

Superintendent Longo stated he is currently working on how items are referred to the Sewer Committee. He noted the Sewer Committee meetings will be moved to 6 p.m. the same night as Board of Water Commissioners meeting.

13) ACTIVITY REPORT – WESTON & SAMPSON ENGINEERING

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

14) CHAIRWOMAN'S REPORT

Chairwoman Phelan congratulated Cynthia Berrios on her retirement.

Assistant Superintendent Bolduc reported that there is an open position in the Filtration Plant that will be advertised in the paper. He reported that they have started the 4-Log removal and that new valves have been installed in the high service building.

Joyce DeFelippi, Office Manager, reported the payroll job description has been rewritten because the last revision of the job description was in the 1999 and additional duties will be added. It needs to be reviewed by Human Resources, then the Union and finally to the Salary Committee for final approval. Mrs. DeFelippi also reported that the Munis software has been upgraded and currently working on updating all the forms to be compatible with the new version. The department continues to be represented at the Farmers Market.

Assistant Superintendent Lynch reported the construction division will be finished with the annual flushing by Thursday. The department has finished the patch list from last year and continues to do valve changes.

Assistant Superintendent Pagliaruli reported the meter shop continues to do meter changes, cross connections and painting hydrants. He is also working on the bottle water fill stations that will appear in various public buildings.

Council Liaison Fortier reported that a meeting will be scheduled for the City Clerk to finalize the wording for the questions on the November ballot.

15)SUPERINTENDENT'S REPORT

Superintendent Longo informed the Board he is waiting for a response on the DPH inspection report.

Superintendent Longo reported that he is working with the Observer on an article for Cassidy Yates who was the scholarship winner from AWWA.

Superintendent Longo reported the tank located behind the Filter Plant, which is used for backwash, had been taken off line due to leaks. He noted that it had 19 holes and will be bringing in a welder to fix it.

Superintendent Longo reported that the Chapel Street Tank is still having water quality issues. He noted he would like to obtain a RFP to work with an engineer to redesign the Hill Street Pump Station, as well as, increasing the hydraulic radiant for Chapel Street Tank to fix the water quality. He noted the work is a future project but would likely be included in next year's budget.

16)OLD BUSINESS

There was no old business to discuss.

17)NEW BUSINESS

There was no new business to discuss.

18)ADJOURNMENT

At 7:22 p.m., on motion of Commissioner Dunn and seconded, it was unanimously voted: To adjourn.

ATTEST:


Chairwoman Elizabeth Phelan

WESTON & SAMPSON ACTIVITY REPORT
CITY OF BRISTOL WATER DEPARTMENT
For the meeting on July 16, 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 Mix Street and Mechanic Street general permits have been 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 one final punch list item, which will be completed in July.
 - 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 July 2019. Dewatering operation approved. Project includes design of redirect analytical instrumentation discharge away from adjacent water bodies at both Mix Street and Mechanic Street well fields.

