

**MINUTES OF THE BOARD OF WATER COMMISSIONERS
REGULAR MEETING - AUGUST 20, 2019**

Present: Chairwoman Elizabeth Phelan, Commissioner Kathy Ferrier, Commissioner Sean Dunn, Commissioner Ramiro Suarez, 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: Attorney Timothy Furey

Absent: Commissioner Robert A. Badal

Chairwoman Elizabeth Phelan called the meeting of the Board of Water Commissioners held on August 20, 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 all the victims of the mass shootings in Texas and Ohio.

3) APPROVAL OF THE MINUTES OF THE JULY 16, 2019 REGULAR MEETING OF THE BOARD OF WATER COMMISSIONERS

On motion of Commissioner Dunn and seconded, Commissioner Suarez abstained, motion carried: To approve the minutes of the regular Board of Water Commissioners meeting on June 18, 2019.

4) APPROVAL OF THE DEPARTMENT REPORTS FOR THE MONTH OF JULY 2019

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

5) PUBLIC PARTICIPATION

There was no public participation.

6) DISCONTINUANCE OF NEWELL ROAD REQUEST FROM CITY COUNCIL

Superintendent Longo noted City Council referred the discontinuance of Newell Road to the ownership of Bristol Hospital (see Attachment A).

Attorney Furey requested that the Board also consider the reservation of the easement pertaining to water be abandoned as well.

On motion of Commissioner Dunn and seconded, it was unanimously voted: Not to oppose the discontinuance of Newell Road or the water easement north of Brewster Road in favor of Bristol Hospital.

7) CUSTOMER COMPLAINTS

No customer complaints.

8) COMMITTEE REPORTS

A) CELL TOWER COMMITTEE

Superintendent Longo updated the Board that T-Mobile has signed the lease with the \$150.00 a month increase.

Superintendent Longo reported he is still in negotiations with AT&T.

B) LEVEL A MAPPING

Nothing to report.

9) INVESTMENTS

Superintendent Longo reported investments have gone out for RFP. The Committee will now start to review them.

10) WATER & SEWER MERGER

Superintendent Longo reported he has a meeting scheduled with Sean Hennessey and Corporation Counsel to discuss Ordinance 22.

Superintendent Longo informed the Board of a sewer overflow on Todd Street and the action that was taken.

11) ACTIVITY REPORT – WESTON & SAMPSON ENGINEERING

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

12) TRANSFER OF \$29,856.33 FROM THE CHEMICAL TREATMENT AND \$789.62 FROM OFFICE SUPPLIES AND \$5,000.00 FROM MISCELLANEOUS TO FUND OVER EXPENDITURES OF:

\$5,107.43 In the Motor Fuels Account

\$5,983.05 in the MV Parts & Supplies
\$8,545.72 in the MV Service & Repairs
\$16,009.75 in the Heating Fuel Account

On motion of Commissioner Dunn and seconded, it was unanimously voted: To approve transfers to fund over expenditures as presented.

13) TRANSFER OF \$263,549.80 FROM CAPITAL OUTLAY AND \$25,058.17 FROM LIGHT & POWER TO FUND OVER EXPENDITURES OF:

\$8,568.67 in the Maintenance/Service Account
\$15,330.17 in the Professional Services Account
\$263,549.80 in the Contractor Service Account
\$1,159.33 in the Debt Service Account

On motion of Commissioner Dunn and seconded, it was unanimously voted: To approve transfers to fund over expenditures as presented.

14) CHAIRWOMAN'S REPORT

Chairwoman Phelan referred to an article written by Mayor Zoppo-Sassu regarding the bottle water filling stations. Superintendent Longo noted two have been installed already at the Bristol Water Department and the Water Treatment Plant.

Assistant Superintendent Pagliaruli reported meter shop still working on cross connection and meter changes. He reported that he has met with Ti Sales regarding a Fixed Network. This software will allow the Department to obtain reads instantly and will no longer require employees drive around to obtain the reads.

Assistant Superintendent Lynch reported the construction division is very busy with new sub-divisions, new services, and water mains.

Assistant Superintendent Bolduc reported on the Mix Street project. He noted they are continuing to do maintenance around the Filter Plant and working on the ground water study.

Joyce DeFelippi, Office Manager, reported the Payroll/Benefits Analyst position has been rewritten to Accounting Assistant/Payroll Analyst. She noted that the Salary Committee, the Union, and City Council approved the change. The position has been posted internally.

15) SUPERINTENDENT'S REPORT

Superintendent Longo noted the Accounting Assistant/Payroll Analyst position was based on the Payroll/Benefits Analyst with a portion from the position from

Water Pollution Administrative Assistant/Account job. He noted that the other duties have been shared among the rest of the employees. He noted that he will be looking at everyone's positions in both Departments.

Superintendent Longo noted the bottle water fill stations have been under the direction of Assistant Superintendent Pagliaruli, which he noted should be done by the end of the month.

16) OLD BUSINESS

There was no old business to discuss.

17) NEW BUSINESS

There was no new business to discuss.

18) ADJOURNMENT

At 7:27 p.m., on motion of Commissioner Dunn and seconded, it was unanimously voted: To adjourn.

ATTEST:



Renee LaMarre
Administrative Assistant/Accountant



City of Bristol
Office of Town and City Clerk
111 North Main Street
Bristol, Connecticut
(860)584-6200

July 25, 2019

Board of Water Commissioners
c/o Robert Longo
Superintendent Water Department
111 North Main Street
Bristol, Connecticut 06010

Dear Members:

At a special meeting of the City Council on July 22, 2019 it was voted to refer the discontinuance of Newell Road to the Board of Public Works, Board of Water Commissioners, Real Estate Committee, and to the Planning Commission for a C.G.S. Sec. 8-24 review.

Very truly yours,

A handwritten signature in cursive script, appearing to read "Therese Pac".

Therese Pac, MCTC, MMC
Town and City Clerk

TP/dml

cc: Renee Lamarre

**DISCONTINUANCE DESCRIPTION
NEWELL ROAD**

**PORTION OF –
NEWELL ROAD**

Approximately 290 linear feet of Newell Road from the eastern edge of Goodwin Street 53' in width and running from the western end of Newell Road easterly approximately 290' into the lot known as Map 25A Lot 214 (41 Brewster Road). The area is indicated on a plan provided by the Engineering Department.



273 Dividend Road, Rocky Hill, CT 06067
Tel: 860.513.1473

WESTON & SAMPSON ACTIVITY REPORT
CITY OF BRISTOL WATER DEPARTMENT
For the meeting on August 20, 2019

On-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. Project is Complete.
 - 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. Met with BWD to discuss data. 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. Data collection is going as planned.
 - f. Mix Street and Mechanic Street infrastructure improvements (2190087)
 - i. Construction of water main along access road to Mix Street chemical feed building is complete. Obtained Project Closure documentation from DPH.
 - ii. Developed draft design drawings for water main installation at Mechanic Street to support DPH application related to achieving 4-log virus inactivation. Developed details for redirecting analytical instrumentation discharge back into the distribution system piping.

