### **Attendance Roster**

Board Members				
Present:	Absent:			
Bill Harvey	Randal Karg			
Christian Carpenter	_			
Others				
Maurice Goulet	Tracey Klenk	Kristine Trierweiler		

### **Agenda**

- 1. Review of status of Holdover Actions List as of 14 March 2019 meeting.
- 2. Board Members to approve meeting minutes of 13 December 2018 and 14 March 2019.
- 3. Director of Public Works update on 2018 data, and misc. projects underway.
- 4. Review monthly water and sewerage operating expenses with year to date totals.
- 5. Water and sewerage rate setting.
- 6. Plan Enterprise Board meeting and public hearing for rates.
- 7. Chairman to sign billing adjustment sheets for March.

#### **New Action Items**

#	Item	Responsible	Due
1.	Review Eversource invoice and ensure correct Dept. is	T. Klenk	ASAP
	paying.		
2.	Send B. Harvey a current list of Enterprise Fund	T. Klenk	ASAP
	Committee members.	I. NIETIK	ASAF
3.	Invite M. Cerel to next Board meeting so that he can	T. Klenk	Prior to Next
	present Turtle Brook settlement.	I. NIETIK	Meeting

Meeting began: 08:30 Meeting concluded: 09:50

#### Water and Sewer Rate Setting -

B. Harvey received the initial numbers from the town accountant, but stated that he might need some assistance in understanding how the numbers all work together (?). M. Goulet explained future large projects that could impact rate setting. B. Harvey stated that if we see capital projects in the future it would be better to step up rates gradually rather than all at once. It was determined that there would be another Board Meeting to exercise the rate setting tool with the Enterprise Fund Committee meeting following directly after to vote on the new rates.

### Review status of Holdover Action Items List as of 14 March 2019 Meeting -

05/28/19 TMK

13 December 19 Meetings minutes approval added to agenda.

Warrant Article updated to reflect capital change to cover costs for the DynaSand replacement.

T. Klenk explained that the cost of having Munis create a report was much more than anticipated (\$5,600ish). It was determined that given the fact that the Board will not adopt any additional tier structures the next rate increase, that it would be beneficial for T. Klenk to take the time to learn how the reporting features work, therefore being able to access the data on an as needed basis.

## Board members to approve meeting minutes of 14 March 19 and 13 December 18 -

Vote to approve meeting minutes (with minor correction prior to posting) for 14 March 19.

Motion: B. Harvey Second: C. Carpenter Vote: Unanimously approved

Vote to approve meeting minutes for 13 December 18.

Motion: C. Carpenter Second: B. Harvey Vote: Unanimously approved

## Director of Public Works Update on 2018, and misc. project underway -

M. Goulet reviewed the following projects:

Hydrant Flushing: Flushing began on Sunday, March 31 and will conclude on April 12.

<u>Pleasant Court Water Main Replacement</u>: Waiting for warmer weather to start. We will supply the materials and use a contractor for the work. Bid process will begin soon.

<u>Scada Upgrade Schedule</u>: On or before March 29<sup>th</sup> Craig will submit, via email, 95% complete SCADA screens for review and feedback.

<u>Unaccounted for Water</u>: No new were discovered during October's testing. Latest ASR information reveals improved UAW due to meter placements and leak repair.

Mr. NEBO Tank Rehabilitation: The coatings along the exterior surfaces of the tank are no longer providing an effective corrosion barrier; therefore, it should be scheduled for complete rehabilitation. The interior of the tank, from our last inspection of 2018, the structural and sanitary condition is in generally very good condition with minimal repair required.

#### Review monthly water and sewerage operating expenses with year to date totals -

The only exception that was noted was how high the sewer electrical charges are vs how low the water electrical charges are.

An action item was taken for T. Klenk to take a close look at the Eversource invoices and be sure they are being paid from the correct account.

05/28/19 TMK

# Plan Enterprise Board meeting and public hearing for rates -

B. Harvey will send out a doodle poll in order to plan the next Board of Water & Sewerage meeting in conjunction with the Enterprise Fund Committee.

An action item was taken for T. Klenk to send B. Harvey a list of the Enterprise Fund Committee members.

## Chairman to sign billing adjustment sheet for March -

Chairman signed adjustments for March 2019.

Motion to adjourn meeting: C. Carpenter Second: B. Harvey Vote: Unanimous

05/28/19 TMK