

MINUTES OF THE MEETING  
SEPTEMBER 5, 2012

PRESENT: G. Merlone  
C. LaRovera  
H. Boladz  
H. Madigosky  
S. Blume

ABSENT: V. Epifano  
K. Blake

ALSO IN ATTENDANCE

Attorney John Androski  
Supt. Mark Thomas  
Rita St.Jacques  
Rich Bshara  
Jay Jayanthan: UIC  
Sindhu Natarajan:UIC  
Charlie Stowe: Bd of Aldermen

The chairman opened the meeting with the Pledge of allegiance at 7:00 PM. He then told the members he wanted to bring them up to speed on member Vito Epifano. Vito is at Hospice in Branford for pain management. He is fighting very hard and is taking everything day by day. The other members are very concerned. Steve Blume mentioned that he had also been to visit Vito and agreed that he is keeping everyone on their toes at Hospice and he is fighting very hard.

Motion to accept the minutes from last months meeting was made by Steve Blume and was seconded by Henry Boladz. The motion is to include missing information from last months meeting. All members were in favor of the motion. The omitted information is as follows.

Howard Madigosky made comment that he was rather upset that at last months meeting he made comments that were not noted in the minutes. He asked that the minutes be made whole. Chairman Merlone and the members all agreed that it is very important to be sure that all areas of discussion are put in the minutes. They do realize that the minutes are not verbatim but everything discussed should be noted in the minutes.

Howard asked about the bank accounts and their balances. He was especially concerned about the account that the 311 CWF monthly loan payments are paid from. Howard asked if there had been a transfer made from the operational account to the account that is set up for the 311 loan payments. Rita St.Jacques told the members that she was not informed when the former Sewer Administrator left as to which account was what.

Rita did call Naugatuck Savings to inquire about the accounts when Howard asked her about it in the office. The gentleman at the bank explained to Rita that the money is in an account that was set up to maintain a \$50,000.00 balance at all times and when the monthly payment is drawn from that account the bank automatically sweeps the amount over to bring that balance back up to the \$50,000.00. At that time there was about \$400,000.00 in the account that they sweep from. Rich Bshara told the members he was in the process of trying to gain information about all the accounts the WPCA presently has. He didn't want to speculate on any of the account activity until he had something concrete.

Chairman Merlone opened the floor to the public. He asked three times if there was anyone from the public to speak, no one was present. He declared the Public Session closed.

Rita St. Jacques presented her monthly report.

\*The bills went out as planned without any problems as far as the printing and mailing. There have been issues but each one is being handled – on an individual basis as they come in.

\*There are a couple properties that have huge Use Bills. Those properties apparently had major water leaks. Rita told the property owners they need to get documentation from RWA that there was a water leak and what they estimate the overage to be before any kind of adjustment can be made and the information had to be brought before the WPCA commission for them to approve the adjustment.

\*The property located at 20 Milan St. has a well and has a septic. Rita asked the members if she had their approval to ask UIC (engineers) to make a field visit to the property to see if there is a line in the road that they can hook in to. Chairman Merlone agreed that there is a statute that says if a property line is within 100 feet of a connection then they have to tie in. The members agreed it was a good idea to send UIC out.

\*Included in her packet was a copy of the State Statutes regarding the collection of interest on bills, Failure to Receive a Bill doesn't mean you don't have to pay it and information on new property owners and their obligations when they take over a property.

\*The updated current bank balance report was presented. Rita pointed out that the account for the 554 Project has \$3,000,207.12. The first payment for the loan in the amount of about \$181,000.00 and the 2<sup>nd</sup> payment of \$179,000.00 was paid out of that account. Rich Bshara and Rita set it up so the payments will be made automatically on the first of each month electronically. The operational account currently has about \$477,000.00.

Howard Madigosky brought up the repayment of the 311 CWF loan. He believes that there should be a Transfer of \$265,000.00 from the operational account to the account that is used to make the monthly loan payments for the 311 CWF loan. Howard had the receipt from the last transfer he made of the \$265,000.00 and that was done in January of 2011. That would have covered the 2010 fiscal List Year (2010-2011) He would like the members to make a motion to do another transfer to cover the 2010 fiscal List Year which should cover 2010-2011. Rich Bshara asked for clarification and there seemed to be some confusion over the time periods being discussed whether it is calendar or fiscal

year. It was left that Howard and the members were confident that Rich would do the necessary leg work and get the money moved into the appropriate accounts. Motion was made by Howard Madigosky and was seconded by Steve Blume to have Rich Bshara make the transfer of \$265,000.00 from the operational account to the account that is used to pay the 311CWF monthly loan installments. According to Howard Madigosky this should cover the 2010-2011 fiscal year and he thinks that another transfer should be done in January of 2013 to bring the account up to where it should be. All members were in favor of the motion.

\*Rita received a call from a very upset rate payer regarding a bill that was sent to his mothers house at 75 Elm St. The message was very disturbing because he used very vulgar language and made many innuendos. The message from the rate payer was played for the members and they were also a little surprised at the content. Rita asked for permission to have a half door with locks installed so that the top can be kept open but the bottom half will be able to be locked. We are also going to have panic buttons installed in the office for security purposes. Henry Boladz said it was very important to expedite this because safety is an issue.

\*There was an over- payment made for the property at 6 Cedar St. for the Sewer Project bill. The members were satisfied that there was verification of the unit change. Motion was made by Carl LaRovera and was seconded by Henry Boladz to go ahead and give the refund for the over payment. All were in favor of the motion.

Motion was made by Carl LaRovera and was seconded by Henry Boladz to accept the Sewer Administrators Report . All were in favor of the motion.

#### BUSINESS:

UIC monthly report: Sindhu said there not much to report for the past month.

Motion was made by Steve Blume and was seconded by Howard Madigosky to pay all bills if they are found to be true and correct. All were in favor of the motion.

1) Attorney Androski (includes July & August ) \$1,212.00

Steve Blume asked Attorney Androski if he had looked into the insurance policy that was discussed to cover Rita St.Jacques ( Sewer Administrator). Attorney Androski hadn't gotten to it, but Rich Bshara had done some leg work on it and had recently received a follow up e mail from the insurance company the city uses. Rich said he would print off the application and get moving on it.

Attorney Androski monthly update: Attorney Androski said he really didn't have anything , he would wait until Executive Session.

Motion was made by Howard Madigosky and was seconded by Steve Blume to go into Executive Session 8:10 PM .All were in favor of the motion.

Motion was made by Howard Madigosky and was seconded by Steve Blume to come back in to regular session. 8:40PM. All were in favor of the motion.

Regular session resumed immediately.

Motion was made to accept the resignation of Mark Thomas effective immediately. The motion was made by Howard Madigosky and was seconded by Henry Boladz. All members were in favor of the motion, the motion passed.

Motion was made by Steve Blume and was seconded by Howard Madigosky that after reviewing the remaining applications that were presented to the Town & City Clerk in December 2011 the Superintendent position will be offered to Brian Capozzi. Approval would be dependant on the successful completion of a drug test and background check. A Contract will be negotiated and a probation period will apply.

Motion was made by Carl LaRovera and was seconded by Henry Boladz to adjourn. The meeting ended at 8:45 PM

Respectfully submitted;

Ellen Turschmann