



Rita provided monthly reports from the Finance Department (enclosed)  
The chairman was reminded to stop by the Naugatuck Savings Bank to sign documents changing the accounts there to Commercial accounts which will alleviate the monthly service charges from being levied.

MOTION to accept the report as presented made by C. LaRovera and seconded by H. Madigosky. All were in favor and the motion passed.

UIC report:

There were three sewer back-ups to report.

1. 9-22-12 151 Wakelee Avenue manhole was overflowing due to grease and rags.
2. 10-26-12 37 Spring St main clogged due to rags. Lateral cracked at home owner's end. Mayor Dellavolpe asked if the cracked lateral was the responsibility of the City or the home owner and Brian replied that it is the owners responsibility.
3. 11-19-12 11 Howard Avenue torm drain broken and repaired. F Pepe Construction replaced 20' of line.

Sewer As-Built Plans. UIC and Rich Bshara met with Tracy Lewis of Lewis Accociates on October 16, 2012 regarding the old sewer as-builts originally owned by Clark and Pearson. The drawings appear to be in good condition, while many of them have also been scanned as .tif files. Purchase of the drawings remains a good opportunity for the City. Rich Bshara stated that a digitized copy of the maps should be kept at the WWTP. Rich also stated that Mr. Lewis has said that if he finds additional maps he will forward them to the WPCA at no additional cost. The Board gave permission to UIC to negotiate a price for the maps.

Anaerobic Digester Project. UIC has completed the preliminary design for this project, which reportedly continues to progress. Its prospects are otherwise unknown. S. Blume asked if there is a public meeting scheduled for December. J. Maffeo will check and let Steve know.

Route 8-Project 36-179. UIC met with the Connecticut DOT and interested utility companies on December 4, 2012 to review this project, which is currently in the semi-final design stage. This was the first such opportunity for UIC to review the project. UIC identified some concerns related to the sewer on this project and will continue to work the CTDOT and the City to resolve the issues. UIC is looking for mapping information from M. Schryver of Pubic Works on the Route 8 Project.

MOTION to accept report as written made by S. Blume and seconded by H. Boladz. All were in favor and the motion passed.

Superintendent's report. Brian reported that there was a back-up on 37 Spring St. which he determined was not the city's fault. The home owner had sewage seeping through the stone foundation where the lateral comes into the house. Brian spoke with the home owner and informed her that it appears the lateral was broken and suggested she call a

plumber to TV her lateral and look for a break. A plumber was called and found a clog and crack in the lateral.

On 11-7-12 Hurricane Sandy arrived and with that power was lost at the plant at 8:00P.M. There were 86 hrs. of overtime, of which FEMA is reimbursing 75%. The Jackson St. pump station needed pumping several times a day.

Plant operations are going well. There were some maintenance problems, i.e.draft tubes, VFD filters and dirty sensors which have been taken care of.

There was a sewer back-up at 40 Beechwood Dr. for the second time within a year and it was determined that the back-up was the fault of the City. Servpro was called to clean up and there were items on the floor which were ruined. Brian suggested that maintenance be performed every 4-6 months or that a check valve be installed at the lateral.

Concerning the back-up at 11 Howard Ave. It was determined that the City was not responsible because the cleanout cap had a large hole in it. The ropad line was crushed and needed replacing. The F. Pepe Construction Company did the replacement work and submitted a bill of \$7,000.

Concerning pump stations: there was ragging at Sunset. McVac is going to suck out and clean 6 stations at Sunset Dr., Jackson St., North Forth, White Oak, the Nature Center and the plant primary scum pit. A new panel will be ordered for Jackson St.

Brian is ordering safety equipment: gas meter, road vests and cones.

Brian has some concerns about which restaurants are complying with FOG. He suggested doing a mailing to all establishments asking to set up an inspection time. Chairman Merlone advised Brian to call the Valley Health Department to obtain a list of the complying restaurants.

MOTION to accept the Superintendent's report made by H. Madigosky and seconded by S. Blume. All were in favor and the motion passed.

MOTION to accept the calendar for the 2013 meetings made by S. Blume and seconded by C. LaRovera. All were in favor and the motion passed. There was a suggestion by F. Michaud to change the meeting night to the second or third Wednesday of the month so that the financials would be more current. After much discussion it was decided to keep the meets as scheduled and R. Bshara will look into having the financials pulled more frequently (once a week as opposed to once a month).

Rich Bshara update. Rich said that the billing is out and at this point is mostly automated. Rich has some concerns about his status with the Board. He is not sure whether the Board wants him to continue with the WPCA work. There is also the concern that the hours are beginning to blur because Rich will work for a number of minutes and usually forgets to put down the time. Rich would prefer to be on a salary. The Board agreed that they want Rich to stay on with the WPCA and asked that he put together a salary proposal.

MOTION to pay all bills if they are found to be true and correct and there is enough money to pay them made by S. Blume and seconded by C. LaRovera. All were in favor with a caveat. Atty. Fasi submitted a bill which seemed high and the Board would like Atty. Androski to negotiate a lower bill. In addition, they agreed to reimburse Superintendent Capozzi for his out of pocket expenses for Cobra. Brian will submit a purchase order to finance for reimbursement.

1. Attorney Androski – Services through – 10-31-2012 \$1,425.00
2. Attorney Androski – Services through – 11-30-2012 \$474.00

MOTION to have Atty. Androski negotiate a lower bill with Atty. Fasi made by S. Blume and seconded by C. LaRovera. All were in favor and the motion passed.

Frank Michaud was invited to the meeting to speak about governmental/proprietary accounting procedures. Frank said that the issue is whether collection of funds is true and accurate. From time to time the State may audit collection processes to ensure that they are being done correctly, i.e. are liens being placed, is interest being charged?

Frank said that any reports that are needed should be sent to the Trustee of clean water funds and the State Treasurer.

Frank will submit a proposal at next month's meeting (Jan. 2, 2013) detailing what he will need to do and providing the cost associated with it.

MOTION for F. Michaud to meet with Atty. Androski to produce an agreed upon procedures letter with associated costs for the 1-2-13 meeting made by S. Blume and seconded by H. Madigosky. All were in favor and the motion passed.

There was ongoing discussion concerning Naugatuck Savings Bank and whether it is a good fit for the WPCA accounts. Atty. Androski had inquired with Naugatuck Valley Savings about investing \$1M and was told by the trust manager that the market is not good and he would make out better on the internet at [usbonds.com](http://usbonds.com). He also said that the safest investment is Bank has better options. They have "soft dollars" where if a minimum balance is maintained they waive usage charges. If the account goes below the minimum balance the charges are applied.

Rita asked Howard if he could explain how the accounts were originally set up. Howard said at the time he was in charge, the legal people said that multiple accounts were necessary. They set up accounts as needed by the projects that were being done per instructions of the Attorneys and the State of Connecticut.

New Business:

1. Steve Blume found a time clock for the WWTP that is installed on the wall and has cards to punch in. Brian said that he has a template for time reporting and he will take care of the cards and prepare the payroll to forward to Jolynn Flaherty in

Finance. Atty Androski said that there might be a union issue and it should be investigated before purchasing the time clock.

MOTION to have Atty Androski inquire about any union issues with regard to the time clock with Atty Fran Teodosio, the city's labor attorney made by S. Blume and seconded by H. Boldaz. All were in favor and the motion passed.

2. S. Blume suggested that a search be begun to find a Class 3 for the WWTP. Brian said that there are not a lot of threes in the pool and many of the threes wouldn't relocate. He suggested that after the test in January the pool of candidates would be bigger and it might be easier to fill the position. The State has agreed to wait until the test results are in from the January test before they start coming down on us.

MOTION to set up a committee to fill the Class 3 position made by S. Blume and seconded by H. Boladz. All were in favor and the motion passed.

Androski update. As discussed in the October 2012 minutes of the WPCA Mrs. Carolyn Laskowski has requested reimbursement of 2 invoices (totaling \$13,253.80) connected with a sewer problem which occurred in 2007. Mrs. Laskowski contacted the F. Pepe construction Co who said that the problem was a collapsed sewer line under the road. Mrs. Laskowski claims that the same thing happened in the 60s and they were reimbursed by the town. Mrs. Laskowski said that a WPCA person came to the Sunset Dr. work site in 2007 to inspect and verify the contractor's discovery. Per Atty. Androski he could find no indication that there was a payment made in the 60s to Mr. and Mrs. Laskowski.

Mr. and Mrs. Lima, 11 Ford Rd., requested \$3,300 to settle case. Atty. Androski will offer \$3,000 to settle. The attorney the Lima's hired said they may settle for \$3,000.

There is still an issue with the tax sale at 241 Main St. The building had approximately \$4,000 in liens which the new owner is refusing to pay. Atty. Androski stated that the liens go with the building and if these liens are written off it denies the City's right of due process. Therefore the liens should not be written off in his opinion.

Respectfully submitted,

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Ellen Turschmann, Secretary WPCA