

WILTON WATER WORKS
Thursday May 28, 2015
6:30 PM Town Hall Courtroom
DRAFT Minutes

1 **Wilton Water Works** held its regular monthly meeting on Thursday, May 28, 2015 at 6:30PM in
2 the Town Hall Courtroom. Present were Commissioners Bill Condra (Chairman), Steve Elliott
3 and Frank Edelblut; Superintendent Mike Bergeron; Clerk Joanna K. Eckstrom; and visitors
4 Katherine (KC) Carmichael and Harry Dailey, both of whom had business with the WWW.

5 The following agenda was observed, albeit slightly modified.

- 6 1. Call to order Chairman Condra called meeting to order.
- 7 2. Public Input / Comment – Harry Dailey was called upon to offer public input / question
8 for WWW. Speaking for FRES school board, Harry reported that the new 4” water line at
9 the school may be clogged and that the contractor is looking for inexpensive remedies.
10 With the line clogged, flow into the building (domestic service) is reduced. Suggestions
11 are – best solution - tying into the sprinkler line; other option is run new line from street
12 but that requires digging up walkways and could involve blasting. Mike Bergeron says
13 the sprinkler line could be used but as this line can’t be shut off for safety reasons,
14 WWW could not shut off in (unlikely) instance of bills being unpaid. Steve Elliott and
15 Frank Edelblut echoed this concern but agreed it could be done if WWW got written
16 understanding of this. Harry felt this could be done and on a motion by Steve, seconded
17 by Frank that FRES can connect to the 8” sprinkler main for its potable water as long as
18 FRES agrees to there being a lockable valve that can shut off potable water (not the
19 sprinkler) in case FRES defaults on paying bills timely. Motion carried unanimously.

20 WWW next agreed to suspend agenda to hear Katherine Carmichael address
21 issue of her 1st quarter 2015 water (and sewer) bill. KC has owned a duplex on Pine
22 Valley Street for past 14 years. Gets billed for 2 water services and two sewer services.
23 Recent bill for one water unit was \$135 (typical) while the other unit (where only one
24 person [she] lives was \$1350. A friend found there may have been a small leak, fixed it
25 right away. She brought 14 years of water bills to show history to commissioners; she
26 has paid the bill for one unit and paid something on the other but can’t believe how she
27 owes that much and needs help.

28 Mike confirmed the meter readings with town office and did another reading
29 recently; seems that ‘flow’ is normal for the period between March 31 and today. He
30 said that the meters in this house are the old style and when they fail, they usually fail
31 to the WWW’s disadvantage, not the customer’s. Steve suggested that Mike inspect the
32 property and waive all late charges until Mike reports back. Mike to coordinate
33 inspection visit with KC; Steve would like to attend. Further discussion was continued to
34 next meeting, after Mike has determined what’s going on.

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35 Continuing Public Input / Comment, Steve introduced Harry Dailey as the
36 'chairman' of the newly formed Wage Committee. Other members are Selectman
37 Chairman Rick Swanson, Town department Heads, Pam Atwood, Jerry Greene
38 (Treasurer). Harry said one of the committee's main concerns is to create wage scales
39 and job descriptions for all town employees.

40 Bill Condra, speaking as a Selectman, said this is something that has challenged
41 the select board and town for years; having wage scales and job descriptions puts town
42 in better position when hiring new folks and fairly compensating employees. There is a
43 question as to whether the water superintendent should be included as 'a department
44 head;' all agreed that it would be helpful if the Wage Committee had a job description
45 and compensation baseline to include.

46 Ms Eckstrom said she wasn't the clerk at time Water Superintendent position
47 was created but was quite certain that a written document exists. Said it has been
48 referred to several times over the years when questions arose about the WWW truck,
49 raises and benefits, etc. Commissioners asked her to recheck her record and also ask
50 Mary and Pam if such documents may be in the payroll files. Mike will also check his
51 records. Frank added that he will look at surrounding communities to compare job
52 descriptions and superintendent base pay. Mike and the board will collaborate to refine
53 / revise the job description. WWW is not a town entity so it needs to be certain that
54 they and not the town or wage committee that directs the water superintendent.

55 3. Minutes of April 23, 2015 on a motion by Steve, seconded by Frank, the minutes of 4/23
56 were unanimously approved as written.

57 4. A/P at 4/30/15 – Frank distributed a profit and loss statement that covered the past
58 several years. He has been working on this with Pam and explained that there are a few
59 more corrections to be made but that WWW is getting on track. WWW needs reports
60 that show, month by month, whether expenses are in line with income so there are no
61 surprises.

62 5. A/R at 4/30 and collections to date (5/22) from Jane Farrell

63 Abatements / adjustments from Jane – two requested hardship abatements (of
64 late fees) were granted. Jane, Selectman Condra and clerk (for sewer commission) each
65 said that these customers were working hard to bring accounts up to date and this is
66 appreciate.

67 6. Superintendent's report - Michael Bergeron

68 a. GIS mapping is complete to date; Mike distributed report from Weston &
69 Sampson; money (\$15000) should be paid over to WWW soon.

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- 70 b. Backflow RFQs & Policy – commissioners approved Mike’s policy with minor
71 grammar errors and typos to be corrected. (Mike to send file to Joanna.) Clerk
72 will find old letter to customer to edit; she and Mike will then review with
73 commissioners and get letter into mail to customers as soon as practical. WWW
74 will do the testing but not repairs.
- 75 c. DES Conservation Plan – Mike & Frank – ongoing, nothing new
- 76 d. Update – dam – nothing new
- 77 e. Update - Emery & Garrett / Quinn Reclamation – Selectman Kermit Williams and
78 Frank have been looking into this but nothing to report.
- 79 f. Mike asked if Prince St to be paved this year so he could replace a hydrant there;
80 no per Steve – not in Highway department budget so put off until 2016.
- 81 7. Follow-up Kinder-Morgan – Frank got response to letter. This was filed with clerk along
82 with the Wilton Conservation Plan from NRPC
- 83 8. Follow-up Quinn property – nothing new
- 84 9. New Business / Other: Frank asked that the file cabinet be reorganized. Clerk to do this
85 in next few weeks. At a minimum, file drawer will have a fold for each monthly meeting.
86 Mike reported that a hydrant at Edgewater needs repairs. He asked for approval
87 to spend \$501 (over his limit) for parts. WWW approved expense.
- 88 10. Next meeting: June 25, 2015

89 There being no other business, the meeting was adjourned at 8:30PM

90 Respectfully submitted,

91 Joanna K Eckstrom, Clerk

92 DRAFT to website 6/3/15