

Water Commission Special Meeting  
Thursday, December 17, 2009 @ 7 PM  
108 Main Street, Falls Village, Connecticut 06031

The special meeting of the Water Commission was called to order at 7:08 PM by Vice Chairman Charles Lemmen. Other Commission members present were William Blass, Michael DeMazza, Dennis Jacobs and Richard Kubarek, as well as First Selectman Patricia Mechare. Arriving at approximately 7:20 PM was Certified Water Operator Richard Stone.

In the first item of business on a motion by DeMazza, seconded by Jacobs the minutes of the September 22, 2009 and October 8, 2009 meetings were approved as presented. Unanimous. Mechare reported that all loan documents had been signed with Salisbury Bank and Trust and that the Town could draw on the account established to pay the expenses of the tank installation and related work at the initial rate of .0325 %. She also reported that she had, on behalf of the Town, signed the contract documents with Eastern Water Solutions and that the tanks had been ordered. Jacobs indicated that in addition to that information, the underground work had been completed, that the tanks were already being made and that the receiving antennas had been placed at each well site. Additionally Jacobs had connected with Morck Brothers Builders to make certain that the slab was properly prepared for the tanks' anchoring and that the building could be erected on a schedule coinciding with the tank delivery.

Next there was a review of the quarterly financial reports (balance sheet, profit and loss and customer balance summary). There were several questions that will be addressed to the bookkeeper and her answers shared at the next meeting. On a motion by Jacobs, seconded by DeMazza it was moved to authorize shut-off notices to Hunker, Quinion and Pecca and warning letters of future shut-off notices to Hanna and Werntz. Unanimous. The Commission reviewed the meter reading data in terms of meters not read. Jacobs will confer with the meter reader, Norma Galaise to find out why there were "bad" meter readings, why some meters were not read at all, as well as why some customers are reading his/her own meters and giving the numbers to Ms Galaise.

Richard Stone, the Town's Certified Water Operator, reported that the alarms for the water system at Lee H. Kellogg School go off and need to be repaired. William Beebe, the Head Custodian will be addressing that problem. A backflow repair at the Senior Center needs to be made, but cannot be done unless the sprinkler system is turned off. Mechare will supply Stone with the name of the company that installed and check the system. William Blass reported that to prevent an overflow that there is only a need for three of the five wells to be running and that the one tank seems to be sufficiently supporting customer demand at this point in time.

On a motion by Kubarek, seconded by Blass it was moved to accept the quarterly meeting schedule of February 18, May 20, August 19 and November 18 for the 2010 calendar year. Unanimous. In the last item of business Vice Chairman Lemmen explained that the Town's auditor had some suggestions for the Commission's financial planning including the adoption of an annual budget, the establishment of a capital plan and account and the undertaking of an inventory of capital needs. These suggestions will be prepared in writing and discussed at a future Commission meeting.

On a motion by DeMazza, seconded by Kubarek the meeting unanimously adjourned at 8:10 PM.

Respectfully submitted,

Patricia Allyn Mechare  
Secretary Pro Tem