



# PUBLIC UTILITIES COMMISSION

Bethel Municipal Center, 1 School Street  
Bethel, Connecticut 06801 Telephone: (203) 794-8501

## REGULAR MEETING

Monday, AUGUST 5, 2013

4:00 p.m.

C.J. Hurgin Municipal Center – Meeting Room “A”

**Present:** First Selectman Matthew Knickerbocker, Selectmen Richard Straiton and Paul Szatkowski and Commissioner Peter Valenti. Also in attendance were Town Engineer Andrew Morosky, Town Comptroller Robert Kozlowski, Utilities Consultant Len Assard, Utility Supervisor Kelly Curtis and Town Attorney Martin Lawlor.

**Absent:** Commissioner Michael Gribbin

**Call to Order:** First Selectman Knickerbocker called the Regular Meeting to order at 4:00 p.m. and led the Pledge of Allegiance.

**Public Input:** Kitty Grant; Green Pasture inquired about the Transfer Station.  
Fred Ingram; South Street Fire Department inquired about South Street Pump Station.  
Bruce Cromwell; South Street Fire Department inquired about South Street Pump Station.  
Tom O’Leary; Terry Drive inquired about an article in the news paper on Eureka Storage Tank discussion.

**Correspondence:** A letter from Kovacs regarding the additional costs for labor. Mr. Morosky indicated to the Commission that he has discussed the matter with Haestad and Kovacs and indicated to each that he believes that the proposed change does not appear to be extra work. Haestad will correspond with Kovacs and provide opinion to the Commission.

*Meeting Minutes from Special Meeting July 8, 2013: Selectman Straiton made a motion, which was seconded by Commissioner Valenti to approve the minutes as presented. Vote, Paul Szatkowski Abstained, All in Favor, Motion Approved.*

*Meeting Minutes from Special Meeting July 22, 2013: Selectman Szatkowski made a motion, which was seconded by Selectman Straiton to approve the minutes as presented. Vote, All in Favor, Motion Approved.*

**New Business:**

RECEIVED

- **T. Draper; 3B Taylor Road; Existing Water Line:** Tim Draper, 36 Aunt Patty's West; representing himself inquired about the Town's water main on Taylor Road. He has property which he is developing but has no applications submitted at this point; he's seeking information on the Town's plans to upgrade the water system. Mr. Morosky and Mr. Curtis updated the Commission on the water lines on Route 302, Wolfpits and Taylor Road. Mr. Morosky indicated that Mr. Draper could come in to discuss plans.

**Old Business:**

- **Approval of Recycling Agreement for HRRRA:** First Selectman Knickerbocker distributed the contract and discussed the line items as well as expiration date of contract.

*Selectman Straiton made a motion, which was seconded by First Selectman to Approve as Amended with expiration date the E-Waste Collection and Recycling Agreement with HRRRA and Eco International. Vote, Discussion took place regarding the expiration date of the contract. Vote, All in Favor, Motion Approved.*

*Attorney Martin Lawlor arrived at 4:30 p.m.*

*Selectman Szatkowski made a motion, which was seconded by First Selectman to amend the Agreement and add as item number three (3) to include an ending date of June 16, 2016. Vote, All in Favor, Motion Approved.*

- **Legal update Eureka Water Storage Tank litigation; Executive session anticipated**

*First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski to enter into Executive session at 4:40 p.m. inviting into the meeting Attorney Charles Andres; Selectmen Richard Straiton and Paul Szatkowski, Commissioner Peter Valenti, Town Engineer Andrew Morosky, Town Comptroller Robert Kozlowski, Utilities Consultant Len Assard, Utility Supervisor Kelly Curtis; Town Treasurer Tom O'Leary and Town Attorney Martin Lawlor. Vote, All in Favor, Motion Approved.*

*Executive Session ended at 5:10 p.m. with a two minutes recess.*

- **Consideration of RFP Engineering Services:** Mr. Morosky and Mr. Assard distributed the proposed advertisement and described the package for the RFP requirements and each item which needs improvement. Based on all information the consultants are expected to contact the Town for additional information and a meet a deadline for submission of September 6<sup>th</sup>. Selection will occur in the following month.

*First Selectman Knickerbocker made a motion, which was seconded by Commissioner Valenti to approve the RFP as presented with a deadline date of September 6, 2013. Vote, All in Favor, Motion Approved.*

- **Transfer Station; Privatize:**

*First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski to Table the Transfer Station. Vote, All in Favor, Motion Approved.*

- **Water Tank Removal on Hickok Ave., Bethel, CT**

*Selectman Straiton made a motion, which was seconded by First Selectman Knickerbocker to Table the Water Tank Removal on Hickok Ave. Vote, All in Favor, Motion Approved.*

**Financial Report:**

- **Water and Sewer Financials:** Bob Kozlowski, Town Comptroller distributed the financials for the Commission's review. Discussion took place. Selectman Szatkowski inquired to the Transfer Station financial as well as the fine imposed by the State of Connecticut from years past. Mr. Kozlowski stated the fine was \$350,000.00 which was charge to the transfer Station for accounting reasons but with revenue down and employee salaries and insurances the shortage /loss of \$900,000.00 total due to the general fund. Mr. Kozlowski indicated that the Town can make an accounting change to the transfer Station instead of an enterprise fund it will be a special revenue fund which will look healthier. The Transfer Station will still owe the Town monies due. First Selectman Knickerbocker indicated that the Town will need to add the Transfer Station as a budget line item next year and subsidize the Station. First Selectman reviewed the following; rates raised 2011, private haulers are cheaper vs. using the transfer station, people are recycling more vs. MSW. First Selectman confirmed the need to balance the costs more efficiently and we will need to cut cost to control the funds.

- **Invoices:**

**Transfer Station Invoices; August, 2013**

Item #	Vendor	Inv. Date	Amount	Description
1	Martin Lawlor	8/1/2013	\$440.75	Professional Services

**Total Approved \$440.75**

*First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski to approve the invoices for the Transfer Station in the amount of \$440.75 Discussion took place. Vote, All in Favor, Motion Approved.*

**Invoices for RUC Approval**

**Regular Meeting August 2013**

Item	Vendor	Inv. Date	Amount	Description	Account
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1	Woodcock Associates	6/28/2013	\$1,200.00	Professional Services	Water Dept.
2	Roald Haestad, Inc.	6/26/2013	\$1,064.98	Professional Services	Plumtrees Pump Station
3	LeClair Ryan	7/5/2013	\$329.00	Professional Services	Water Dept.
4	Wright-Pierce	7/12/2013	\$2,910.00	Professional Services	South St. Pump Station
5	Martin Lawlor	8/1/2013	\$276.75	Professional Services	sewer dept.
6	Martin Lawlor	8/1/2013	\$225.50	Professional Services	sewer proj. contract 3
7	Martin Lawlor	8/1/2013	\$7,943.75	Professional Services	water dept.
8	Kovacs	5/31/2013	\$47,418.93	Paul St. By-Pass	
9	Heitkamp	7/23/2013	\$1,729.00	Professional Services	1/2 Water 1/2 sewer
10	Jeff's Tree Service	7/30/2013	\$500.00	Tree Service-	Adams Drive - contract 3
11	Jeff's Tree Service	7/30/2013	\$4,000.00	Tree Service	Adams Drive Contract 3
	<b>TOTAL</b>		<b>\$67,597.91</b>		

*First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton to approve the invoices in the amount of \$67,597.91. Discussion took place. Commissioner Valenti would like a print out of total costs for the easement on Adams Drive. Vote, All in Favor, Motion Approved.*

*Selectman Szatkowski made a motion, which was seconded by First Selectman Knickerbocker to add to the agenda correspondence from Kovacs. Vote, All in Favor, Motion Approved.*

- **Kovacs :** Mr. Morosky distributed letter from Kovacs regarding the additional costs for labor and materials related to the installation of the new pumps in the wet well of the Plumtrees Pump Station. The Commission discussed and the consensus was the Commission is not inclined to pay the additional funds Kovacs is seeking.

#### **Engineering/Utility Consultant Report:**

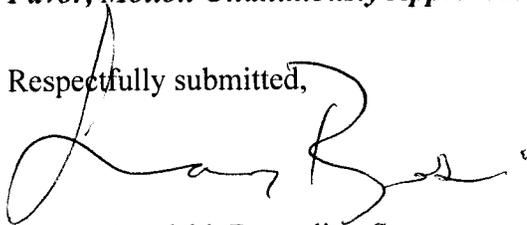
- **Stony Hill Sewer Project:** Mr. Morosky addressed the Commission stating he and Mr. Knickerbocker met with URS regarding the unfinished phase 4 and URS recommends the Commission hold a public hearing and move forward from there. Prior to holding any hearings, URS will refine the scope of work that remains, including estimated costs, and provide that to the Commission shortly. Selectman Szatkowski inquired to Mr. Kozlowski regarding the reserves of the Sewer Project, Mr. Kozlowski believes it's around \$30,000.00 after paying invoices. Both Selectman Mr. Szatkowski and Commissioner Mr. Valenti were not satisfied with the performance of URS, they would like to send out an RFP for the final phase. Attorney Lawlor will research the contract with URS. Commission Valenti reminded the Commission that URS still owes the Project monies from the manholes from phase 1.
- **Stony Hill Sewer Project Easements:** Attorney Lawlor updated the Commission regarding the outstanding easements.
- **Supervisor's Report:** Mr. Curtis pointed out there are three service leaks; 1 on Brookwood another at 27 Main Street as well as 244 Greenwood. Letters were sent out to inform the home owners. Mr. Curtis informed the Commissioners that two employees will be obtaining training for their CDL's. Mr. Curtis called a Call Before You Dig for the main on Dodgingtown Road to research the water main.
- **2 Long Ridge Road:** Mr. Curtis informed the Commission they have been receiving several calls regarding this property. Note this property is up for sale. This property is located in Danbury but it may receive water from Bethel from the property next door illegally. Mr. Curtis would like to have the Commission send a letter to the two homeowners seeking to test the water and investigate the water lines. Attorney Lawlor will check the deed and land records to research any easements etc.

***First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton authorize Town Attorney to research property at 2 Long Ridge Road and send letter to homeowners if required. Vote, All in Favor, Motion Approved.***

Commissioner Valenti inquired to Mr. Curtis as to when the Hydrants were last flushed, Mr. Curtis informed the Commission the Hydrants were flushed on the Chestnut side two years ago. Mr. Morosky updated the Commission that Aquarion Water has installed the new water main on Payne Road from Brookwood to Meckauer Circle.

***Adjourn: As there was no further business on the agenda First Selectman Knickerbocker made a motion, which was seconded by Commissioner Valenti to adjourn the meeting at 6:00 p.m. Vote: All in Favor, Motion Unanimously Approved.***

Respectfully submitted,



Tracy Rogalski, Recording Secretary

**TOWN OF BETHEL  
TRANSFER STATION  
6/30/2013 PRELIMINARY**

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**REVENUE** \$ 179,761.77

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**Revenue Detail**

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Permits	32,835.00
Bulk Waste	-
Dumping Charges	140,432.34
Scrap Metal	5,374.43
Brush	1,120.00
Appliances	-
	<u>179,761.77</u>

**EXPENDITURES**

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SALARIES	\$ 108,592.11	
BENEFITS	57,696.36	
UTILITIES	-	
OFFICE	1,113.65	
DEPRECIATION	-	
MATERIALS & SUPPLIES	2,957.54	
REPAIRS & MAINTENANCE	-	
CONTRACTED SERVICES	53,521.34	
INSURANCE	10,261.71	
ALLOCATED EXPENSES	<u>3,164.12</u>	
		<u>237,306.83</u>
<b>NET REVENUE</b>		<b><u>\$ (57,545.06)</u></b>

**TOWN OF BETHEL  
SEWER DEPARTMENT  
6/30/2013 PRELIMINARY**

**REVENUE** \$ 5,504,590.95

**Revenue Detail**

Use of Sewer	5,454,744.19
Sewer Assessments	-
Liens	600.00
Permits & Installation	43,350.00
Interest on Investments	-
BAN Premium	5,896.76
	<b>5,504,590.95</b>

**EXPENDITURES**

SALARIES	\$ 212,864.91	
BENEFITS	101,295.05	314,159.96
UTILITIES	62,132.29	
SUPPLIES	27,867.98	
MAINTENANCE	50,044.97	
SERVICES	830,634.12	
CAPITAL IMPROVEMENT	331,892.29	
OFFICE	25,432.50	
DEBT SERVICE	1,948,865.50	
ACCOUNTS PAYABLE-DANBURY	573,795.00	
Sewer Debt Payable	315,115.00	
ALLOCATED EXPENSE	-	
<i>Insurance</i>	35,416.83	
<i>Allocated Expense- Auditing; IT ETC</i>	55,817.61	
DEPRECIATION EST	400,000.00	
		<b>4,971,174.05</b>

**NET REVENUE**

**\$ 533,416.90**

**TOWN OF BETHEL  
WATER DEPARTMENT  
6/30/2013 PRELIMINARY**

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REVENUE		\$ 1,324,276.29
<u>Revenue Detail</u>		
	Use of Water	1,300,662.50
	Liens	528.00
	Permits & Installation	20,800.00
	Interest on Investments	-
	BAN Revenue	2,285.79
		<u>1,324,276.29</u>
<u>EXPENDITURES</u>		
SALARIES		\$ 341,508.38
BENEFITS		165,261.25
UTILITIES		104,792.99
SUPPLIES		68,576.39
MAINTENANCE		146,061.25
SERVICES		101,095.92
CAPITAL IMPROVEMENT		-
UTILITY COLLECTOR/OFFICE		20,120.45
DEBT SERVICE		
<i>ALLOCATED EXPENSE</i>		20,400.78
<i>INSURANCE</i>		43,777.35
<i>DEPRECIATION EST</i>		125,000.00
<i>INTEREST EXPENSE</i>		-
		<u>1,136,594.76</u>
 <b>NET REVENUE</b>		 <b><u>\$ 187,681.53</u></b>