



PUBLIC UTILITIES COMMISSION

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

RECEIVED
10 DEC -9 AM 8:55

MINUTES OF REGULAR MEETING

Monday, December 6, 2010

4:00 p.m.

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

Present: First Selectman Matthew Knickerbocker, Selectmen Richard Straiton, Selectman Paul Szatkowski and Commissioners Michael Gribbin and Peter Valenti. Also in attendance were Town Engineer Andrew Morosky, Utility Consultant Len Assard, Utility Supervisor Kelly Curtis and Town Attorney Martin Lawlor.

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: None

Correspondence: None

Meeting Minutes from Regular Meeting November 1, 2010: Selectman Szatkowski made a motion, which was seconded by Commissioner Valenti, to approve the minutes as presented. Vote All in Favor. Motion Approved.

Old Business: 77 Stony Hill Road; New Dunkin Donuts Shop: Dainius Virbickas from Artel Engineering, representing the owners of this property, discussed the sewer allocation with the commissioners and indicated several key points. Specifically, all donuts will be made off site and the combined allocation for both buildings (Union Savings being the other building) is 635 gallons a day. They are anticipating about 500 gallons a day water consumption with about 25% reduction for sewer, or about 400 gallons per day. Mr. Virbickas indicated a grease trap was to be included. Mr. Assard questioned which unit they will be installing, external or internal. Mr. Virbickas indicated whichever the commission suggested. Mr. Assard suggested a 1,000 gallon external unit and Mr. Virbickas indicated the design will comply with Mr. Assard's recommendation.

Commissioner Gribbin inquired about the Tighe & Bond Report for this property's allocation. Mr. Morosky reiterated Mr. Virbickas' statement with regard to the allocations noted for this property. Further discussion took place between the commissioners regarding the allocations.

Mr. Morosky submitted a memo which noted that, upon reviewing the Sewer Capacity Study, it was determined that there is an additional 198 gallons per day for this lot. This additional capacity comes from what used to be a separate lot on the site. The two lots were combined at the time the Union Savings Bank was built. Based on this information, there is a total sewer allocation for this combined lot of 635 gallons per day.

First Selectman Knickerbocker made a motion which was seconded by Selectman Szatkowski to approve the application as presented to the Public Utility Commission with the condition that the

sum total of sewage from the two buildings is not to exceed 635 gallons per day. Discussion took place between the commissioners. **Vote, All in Favor, Motion Approved.**

34 Grassy Plain Street; Conversion of Garage to Single Family Home: Dainius Virbickas from Artel Engineering, representing the owner of this property, discussed the proposed construction of a house at the back of a commercial lot containing an existing 4-family home. The property owner is seeking approval from the PUC to allow the connection of the proposed house.

Mr. Morosky indicated that, per the Tighe & Bond Sewer Capacity Study, the current sewer allocation for this lot is 435 gallons per day. The current usage for the 8 bedroom, four-family home is 251 gallons per day (less than 32 gallons per bedroom), leaving 184 gallons per day available.

Based on the existing usage per bedroom at this site and the fact the proposed house, as presented, will not be a large dwelling, Mr. Morosky believes the commission can approve the proposed development with an allocation of 184 gallons per day.

Further discussion took place regarding sewer allocations and sizing of water main pipes.

Commissioner Gribbin made a motion which was seconded by Selectman Szatkowski that there is sewer and water available at 34 Grassy Plain Street and the property shall not exceed its allocation of 435 gallons per day of sewer use. Voting in Favor First Selectman Knickerbocker; Selectmen Richard Straiton, Selectman Paul Szatkowski and Commissioner Michael Gribbin and Commissioner Valenti Objected. Motion Approved.

Water and Sewer Financial Status: Reports distributed by Comptroller, Bob Kozlowski. Mr. Kozlowski noted a correction to the Sewer Department's Fiscal year 2011 status that resulted in net revenue of \$194,116.07. Net revenue for the Water Department for Fiscal year 2011 is (\$123,781.67).

First Selectman Knickerbocker indicated to the Commission that a meeting has been scheduled for next week with Chris Woodcock, Mr. Kozlowski and Mr. Morosky regarding the rate structure.

First Selectman Knickerbocker indicated that a Special Meeting will be needed to meet with Chris Woodcock about the rate structure for the water rates and should be scheduled for after the Holidays.

Invoices:

First Selectman Knickerbocker made a motion which was seconded by Selectman Szatkowski to approve invoices as presented numbered 1 through 10 except for invoice number 4. Total of invoices is \$18,199.17. Vote, All in Favor, Motion Approved.

Engineering / Utility Consultant Report:

Eureka Water Storage Tank: Town Attorney Lawlor updated the commission regarding the pending litigation between the City of Danbury and Bethel regarding the Water Storage Tank. The DPUC decided that they would not make a decision on the Town's appeal because they viewed the case as a Planning & Zoning matter.

First Selectman Knickerbocker indicated he would like to have a special meeting with Mr. Ed McCreery of Pullman & Comley to discuss the commission's options with the Water Storage Tank.

Stony Hill Sewer Project:

First Selectman Knickerbocker indicated to the commission that the Walnut Hill Pump Station is up and running and ready for users to connect to the system.

Mr. Morosky indicated that the Inland Wetland Commission will have a walk through to the ponds located on Walnut Hill Road. Mr. Morosky also indicated that in January Inland Wetlands will hold a Public Hearing regarding the ponds. Mr. Morosky has spoken to a local contractor regarding the dredging of the ponds and they provided a budgetary cost of \$25,000 - \$30,000, based on 1,100 cubic yards of material being dredged, dried and spread. This does not include the price to repair the spillways, for which Mr. Morosky will obtain estimates.

First Selectman would like to have a Special Meeting regarding the Sewer Hardships together with the Water Storage Tank Special Meeting.

Commissioner Gribbin questioned what was occurring with the lower portion of Payne Road, this portion is part of Contract 2. Discussion took place with how the section will be accomplished. Commissioner Gribbin indicated that a Special Meeting should be scheduled for this matter.

Commissioner Valenti suggested bringing URS in for a special meeting regarding the Payne Road settlement issues. Discussion took place about who is responsible for the problems on Payne Road.

Easements for Phase 3: Mr. Lawlor updated the commission indicating he has two signed agreements and is looking to finalize the easements.

Mr. Lawlor indicated he has been in communication with the Town Assessor's Office regarding 22 Adams Drive, the Assessor would like the commission to state in a letter there is no Sanitary Sewers available for 22 Adams. See attached letter from Assessor. This property has been subdivided and the parcel which is vacated is unable at this time to be considered as a building lot, due to the fact there is no Sanitary Sewers at this time.

Selectman Szatkowski made a motion which was seconded by First Selectman Knickerbocker advising there is no Sanitary Sewer Servicing either lots located at 22 Adams Drive; Map/Lot 71 103 13-1 and Map/Lot: 71 103 13. Vote, All in Favor, Motion Approved.

Sewer Hardship: Commissioner Gribbin made a motion which was seconded by Selectman Szatkowski to table the discussion of Sewer Hardship. Vote, All in Favor, Motion Approved.

Supervisor's Report

Mr. Curtis updated the commission on the following items in the Water and Sewer Department:

- **Surplus Vehicles:** The Selectmen had concerns about getting rid of the old snow plow. Mr. Curtis indicated the plow is in poor shape and is made of fiberglass. It would cost \$2,500 to fix the plow. First Selectman will put the item back on the Board of Selectmen agenda.

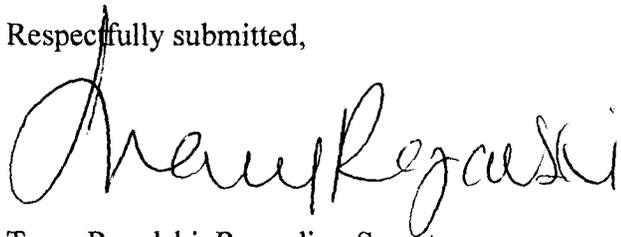
- LaFortuna Pump Station on Route 6 has one pump out. The pump cannot be fixed because parts are not available. To replace this pump with a new rail will cost approximately \$7,000.00 plus the cost of keeping the wet well pumped down. Mr. Curtis feels this is a good time to start changing out the older pumps and replacing them with the pumps on which the Department has standardized. Discussion took place about the different types of pumps available.

Selectman Straiton made a motion which was seconded by Commissioner Valenti to approve the purchase and installation of a new pump at a cost of \$7,000.00 plus temporary pumping costs at the LaFortuna Pump Station on Route 6. Vote, All in Favor, Motion Approved.

Selectman Szatkowski inquired about the Assessments in Phase 2 and Mr. Kozlowski indicated he should have the updated Assessments for the next Regular meeting.

Adjourn: As there was no further business on the agenda, Selectman Straiton made a motion, which was seconded by Selectman Szatkowski to adjourn the meeting at 5:45 p.m. Vote, All in Favor, Motion Approved.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Tracy Rogalski". The signature is written in a cursive, flowing style with a large initial 'T'.

Tracy Rogalski, Recording Secretary



ASSESSOR'S OFFICE

Clifford J. Hurgin Municipal Center
1 School Street – Bethel, Connecticut 06801
Phone: (203) 794-8507 Fax: (203) 794-8793

Ann Marie Heering
CCMA II, Assessor
Elizabeth Hirt
Assistant Assessor
Hollie Palochick
Clerk

November 17, 2010

Martin Lawlor, Esq.
99 Greenwood Avenue
Bethel, CT 06801

Dear Attorney Lawlor,

On June 6, 2008 a map, signed by Patricia Rist of the Planning and Zoning Commission, was filed with the Town Clerks Office for a re-subdivision of land located at 22 Adams Drive. The land was split on the 2009 Grand List creating a second lot. General note #3 states, "*This proposed re-subdivision is subject to lots being served by proposed municipal Sanitary sewer...*". As you are aware the proposed sewer line has been considerably delayed. The lot is not a building lot without the sewer and should not be valued as a building lot. I can go back and adjust the 2009 Grand List and lower the value of the land based on the fact it is not a building lot and as the sewer was not in place on October 1, 2010 the lower value would also be placed on the 2010 Grand List. Do you have an estimate as to when all the right of ways will be approved? If the right of way is now in place do you know when the sewers would be in and the land would be able to be built on? Does the applicant have to reapply for the re-subdivision because the sewers have been delayed? I have spoken to the owner and he does not want to go thru the application process again. He has a concern that if I change the value of the land to reflect the lot is not building lot he will not be able to sell it or obtain a building permit for it but he does not want to pay taxes on the property as a building lot because he cannot sell it as a building lot. I can adjust the assessment for the 2009 and 2010 Grand List but need something in writing stating the land can not be build on and would also need notification of when the sewers are put in so I can then value the land as a building lot.

Thank you,

Ann Marie Heering

C: Matt Knickerbocker, First Selectman
Steve Palmer, Planning and Zoning Official
Andrew Moroksky, Town Engineer

Finance

TOWN OF BETHEL
PUBLIC UTILITIES COMMISSION

REPORT FOR: DECEMBER 6, 2010

FINANCIAL INFORMATION

PAGE #

Results as of: December 3, 2010

SEWER DEPARTMENT

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WATER DEPARTMENT

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TOWN OF BETHEL
SEWER DEPARTMENT
9/30/2010 PRELIMINARY

REVENUE \$ 1,094,352.50

EXPENDITURES

SALARIES	\$ 76,299.55
BENEFITS	34,771.97
UTILITIES	22,771.14
SUPPLIES	3,955.84
MAINTENANCE	9,352.40
SERVICES	1,056,076.57
CAPITAL IMPROVEMENT	57,608.79
UTILITY COLLECTOR	18,583.05
DEBT SERVICE	691,764.82
ACCOUNTS PAYABLE	<u>1,971,184.13</u>

NET REVENUE

~~\$ 194,116.07~~
\$ (876,831.63)

APPROPRIATED UNEXPENDED

160,846.00	84,546.45
105,176.00	70,404.03
83,000.00	60,228.86
9,500.00	5,544.16
77,500.00	68,147.60
947,500.00	(108,576.57)
622,000.00	564,391.21
51,530.00	32,946.95
-	(691,764.82)
<u>2,057,052.00</u>	<u>85,867.87</u>

December 30, 2010 Cash Book Balance, \$ 1,049,941.21

105,176.00
 160,846.00
 116,071.07

ACC	DESCRIPTION	APPROPRIATED	ADJUSTED	REVISED	MTD EXPEND	YTD EXPENDED	ENCUMB.	UNEXPENDED
***** 070 SALARIES *****								
03	070 101 SUPERINTENDENTS	39,914.00		39,914.00	17,394.19	17,394.19		22,519.81
03	070 103 FORMAN SALARY							
03	070 106 OTHER SALARIES	109,532.00		109,532.00	46,340.80	46,340.80		63,191.20
03	070 107 OVERTIME	10,000.00		10,000.00	11,164.56	11,164.56		-1,164.56
03	070 109 LONGEVITY	1,400.00		1,400.00	1,400.00	1,400.00		
03	070 353 WAGE & FRINGE							
		160,846.00	.00	160,846.00	76,299.55	76,299.55	.00	84,546.45
***** 071 BENEFITS *****								
03	071 112 F.I.C.A.	14,457.00		14,457.00	7,161.68	7,161.68		7,295.32
03	071 113 HOSPITALIZATION	52,780.00		52,780.00	26,610.29	26,610.29		26,169.71
03	071 115 PENSION	28,157.00		28,157.00				28,157.00
03	071 308 CLOTHING ALLOWANCE	1,070.00		1,070.00	1,000.00	1,000.00		70.00
03	071 325 INSURANCE	8,712.00		8,712.00				8,712.00
		105,176.00	.00	105,176.00	34,771.97	34,771.97	.00	70,404.03
***** 072 UTILITIES *****								
03	072 205 HEATING COSTS	8,000.00		8,000.00	672.63	672.63		7,327.37
03	072 321 C.L. & P.	70,000.00		70,000.00	20,887.28	20,887.28		49,112.72
03	072 322 OTHER UTILITIES	5,000.00		5,000.00	1,211.23	1,211.23		3,788.77
		83,000.00	.00	83,000.00	22,771.14	22,771.14	.00	60,228.86
***** 073 SUPPLIES *****								
03	073 202 SUPPLIES - CHEMICALS	2,500.00		2,500.00	1,572.55	1,572.55		927.45
03	073 204 GASOLINE	3,000.00		3,000.00	819.68	819.68		2,180.32
03	073 356 OTHER SUPPLIES	4,000.00		4,000.00	1,563.61	1,563.61		2,436.39
		9,500.00	.00	9,500.00	3,955.84	3,955.84	.00	5,544.16
***** 074 MAINTENANCE *****								
03	074 207 PLANT MAINTENANCE	45,000.00		45,000.00	3,155.40	3,155.40		41,844.60
03	074 208 VEHICLE MAINT.	5,000.00		5,000.00	2,713.50	2,713.50		2,286.50
03	074 209 ALARM MAINT.	2,500.00		2,500.00	1,143.50	1,143.50		1,356.50
03	074 212 METER & WATER LINES MA	25,000.00		25,000.00	2,340.00	2,340.00		22,660.00
03	074 357 CLAIMS							
		77,500.00	.00	77,500.00	9,352.40	9,352.40	.00	68,147.60
***** 075 SERVICES *****								
03	075 301 DUES & EDUCATION	1,500.00		1,500.00				1,500.00
03	075 307 AUDIT	4,000.00		4,000.00				4,000.00
03	075 310 LEGAL SERVICES	15,000.00		15,000.00	-14,871.13	-14,871.13		29,871.13
03	075 312 PERMITS & MISC. FEES	1,000.00		1,000.00				1,000.00
03	075 313 CONTRACTED SERVICES	850,000.00		850,000.00	1,070,947.70	1,070,947.70		-220,947.70
03	075 314 PROFESSIONAL SERVICES	75,000.00		75,000.00				75,000.00
03	075 350 CONTINGENCY	1,000.00		1,000.00				1,000.00
		947,500.00	.00	947,500.00	1,056,076.57	1,056,076.57	.00	-108,576.57
***** 076 CAPITAL IMPROVEMENT *****								
03	076 400 LOSS ON DISPOSAL OF PL							
03	076 405 CAPITAL OUTLAY	622,000.00		622,000.00	57,608.79	57,608.79		564,391.21
03	076 406 DEPRECIATION							
03	076 409 INTEREST EXPENSE							
		622,000.00	.00	622,000.00	57,608.79	57,608.79	.00	564,391.21
***** UTILITY COLLECTOR *****								
03	077 105 CLERK - PART TIME							
03	077 106 OTHER SALARIES	39,530.00		39,530.00	17,317.30	17,317.30		22,212.70

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CC#	DESCRIPTION	APPROPRIATED	ADJUSTED	REVISED	MTD EXPEND	YTD EXPENDED	ENCUMB.	UNEXPENDED
3	077 201 OFFICE EXPENSE	12,000.00		12,000.00	1,265.72	1,265.72		10,734.28
3	077 353 WAGE & FRINGE							
3	077 405 CAPITAL EQUIPMENT							
		-----	-----	-----	-----	-----	-----	-----
		51,530.00	.00	51,530.00	18,583.02	18,583.02	.00	32,946.98

080 DEBT SERVICE								

33	080 629 INTEREST				691,764.82	691,764.82		-691,764.82
33	080 630 PRINCIPAL							
		-----	-----	-----	-----	-----	-----	-----
		.00	.00	.00	691,764.82	691,764.82	.00	-691,764.82

TOTAL FUND 03		2,057,052.00	.00	2,057,052.00	1,971,184.10	1,971,184.10	.00	85,867.90

GRAND TOTAL:		2,057,052.00	.00	2,057,052.00	1,971,184.10	1,971,184.10	.00	85,867.90

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TOWN OF BETHEL
WATER DEPARTMENT
December 3, 2010

REVENUE \$ 251,631.45

EXPENDITURES

SALARIES	\$ 113,966.01
BENEITS	54,683.76
UTILITIES	29,735.92
SUPPLIES	22,649.50
MAINTENANCE	31,370.94
SERVICES	8,665.96
CAPITAL IMPROVEMENT	93,904.43
UTILITY COLLECTOR	20,436.60
DEBT SERVICE	-
ACCOUNTS PAYABLE	-
	375,413.12

NET REVENUE

\$ (123,781.67)

December 3, 2010 Cash Book Balance, \$ 173,229.37

From July 1st

<u>APPROPRIATED</u>	<u>UNEXPENDED</u>
281,200.00	167,233.99
200,028.00	145,344.24
125,000.00	95,264.08
64,000.00	41,350.50
171,000.00	139,629.06
68,000.00	59,334.04
1,005,000.00	911,095.57
49,530.00	29,093.40
-	47,531.31
1,963,758.00	1,635,876.19

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ACCOUNT	DESCRIPTION	APPROPRIATED	ADJUSTED	REVISED	MTD EXPEND	YTD EXPENDED	ENCUMB.	UNEXPENDED
***** 070 SALARIES *****								
02	070 101 SUPERINTENDENTS	39,914.00		39,914.00	17,393.09	17,393.09		22,520.91
02	070 102 PLANT SUPERVISOR	64,418.00		64,418.00	28,506.35	28,506.35		35,911.65
02	070 103 FORMAN SALARY							
02	070 106 OTHER SALARIES	164,818.00		164,818.00	55,082.98	55,082.98		109,735.02
02	070 107 OVERTIME	10,000.00		10,000.00	10,883.59	10,883.59		-883.59
02	070 109 LONGEVITY	2,050.00		2,050.00	2,100.00	2,100.00		-50.00
02	070 353 WAGE & FRINGE							
		281,200.00	.00	281,200.00	113,966.01	113,966.01	.00	167,233.99
***** 071 BENEFITS *****								
02	071 112 F.I.C.A.	23,614.00		23,614.00	10,050.82	10,050.82		13,563.18
02	071 113 HOSPITALIZATION	107,052.00		107,052.00	42,632.94	42,632.94		64,419.06
02	071 115 PENSION	45,993.00		45,993.00				45,993.00
02	071 308 CLOTHING ALLOWANCE	2,070.00		2,070.00	2,000.00	2,000.00		70.00
02	071 325 INSURANCE	21,299.00		21,299.00				21,299.00
		200,028.00	.00	200,028.00	54,683.76	54,683.76	.00	145,344.24
***** 072 UTILITIES *****								
02	072 205 HEATING COSTS	20,000.00		20,000.00		1,948.68		18,051.32
02	072 321 C.L. & P.	100,000.00		100,000.00		27,035.58		72,964.42
02	072 322 OTHER UTILITIES	5,000.00		5,000.00		751.66		4,248.34
		125,000.00	.00	125,000.00	.00	29,735.92	.00	95,264.08
***** 073 SUPPLIES *****								
02	073 201 SUPPLIES - CHEMICALS	45,000.00		45,000.00		20,343.79		24,656.21
02	073 204 GASOLINE	10,000.00		10,000.00		920.15		9,079.85
02	073 356 OTHER SUPPLIES	9,000.00		9,000.00	140.16	1,385.56		7,614.44
		64,000.00	.00	64,000.00	140.16	22,649.50	.00	41,350.50
***** 074 MAINTENANCE *****								
02	074 202 EQUIPMENT MAINT.	7,000.00		7,000.00		252.19		6,747.81
02	074 207 PLANT MAINTENANCE	50,000.00		50,000.00		1,526.09		48,473.91
02	074 208 VEHICLE MAINT.	9,000.00		9,000.00	25.00	848.66		8,151.34
02	074 211 WELLS, RESERVOIRS & BL	25,000.00		25,000.00		3,161.74		21,838.26
02	074 212 METER & WATER LINES MA	40,000.00		40,000.00		25,582.26		14,417.74
02	074 213 METER & SERVICES LINE	40,000.00		40,000.00				40,000.00
		171,000.00	.00	171,000.00	25.00	31,370.94	.00	139,629.06
***** 075 SERVICES *****								
02	075 301 DUES & EDUCATION	4,000.00		4,000.00				4,000.00
02	075 307 AUDIT	4,000.00		4,000.00				4,000.00
02	075 310 LEGAL SERVICES	5,000.00		5,000.00	982.00	4,160.50		839.50
02	075 313 CONTRACTED SERVICES	50,000.00		50,000.00		4,005.10		45,994.90
02	075 350 CONTINGENCY	1,000.00		1,000.00				1,000.00
02	075 356 MISC. SERVICES	4,000.00		4,000.00		500.36		3,499.64
		68,000.00	.00	68,000.00	982.00	8,665.96	.00	59,334.04
***** 076 CAPITAL IMPROVEMENT *****								
02	076 350 CONTINGENCY							
02	076 400 LOSS ON DISPOSAL OF PL							
02	076 405 CAPITAL OUTLAY	1,005,000.00		1,005,000.00		93,904.43		911,095.57
02	076 406 DEPRECIATION							
02	076 409 INTEREST EXPENSE							
		1,005,000.00	.00	1,005,000.00	.00	93,904.43	.00	911,095.57

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ACCOUNT	DESCRIPTION	APPROPRIATED	ADJUSTED	REVISED	MTD EXPEND	YTD EXPENDED	ENCUMB.	UNEXPENDED

	077 UTILITY COLLECTOR	*****						
02	077 105 CLERK - PART TIME							
02	077 106 OTHER SALARIES	39,530.00		39,530.00	17,417.30	17,417.30		22,112.70
02	077 201 OFFICE EXPENSE	10,000.00		10,000.00	2,052.99	3,019.30		6,980.70
02	077 353 WAGE & FRINGE							
02	077 405 CAPITAL EQUIPMENT							
		49,530.00	.00	49,530.00	19,470.29	20,436.60	.00	29,093.40

	080 DEBT SERVICE	*****						
02	080 629 INTEREST							
02	080 630 PRINCIPAL							
		.00	.00	.00	.00	.00	.00	.00

	TOTAL FUND 02	1,963,758.00	.00	1,963,758.00	189,267.22	375,413.12	.00	1,588,344.88

	GRAND TOTAL:	1,963,758.00	.00	1,963,758.00	189,267.22	375,413.12	.00	1,588,344.88

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