

SPECIAL TOWN COUNCIL MEETING

TUESDAY, OCTOBER 30, 1990

7:00 P.M.

AGENDA

1. Roll Call and Pledge of Allegiance
2. Consider and Approve the Quarterly Budget Amendments of the Water & Sewer Division
3. Consider and Approve the Quarterly Budget Amendments of the Electric Division
4. Consider and Approve Two (2) Job Descriptions Tabled at the August 14, 1990 Town Council Meeting - Electric Division

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SUMMARY

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SPECIAL TOWN COUNCIL MEETING

TUESDAY, OCTOBER 30, 1990

7:00 P.M.

A Special Meeting of the Wallingford Town Council was held on Tuesday, October 30, 1990 at 7:00 P.M. in Town Council Chambers of the Wallingford Town Hall and called to Order by Chairman Albert E. Killen at 7:13 P.M. Answering present to the Roll called by Town Clerk Kathryn J. Wall were Council Members Bradley, Gouveia, Holmes, Killen, Papale, Solinsky and Zandri. Council Member Duryea was out of Town and Councilor Parisi was unable to attend due to minor surgery. Mayor William W. Dickinson, Jr., Town Attorney Janis Small and Comptroller Thomas a Myers were also present.

The Pledge of Allegiance was given to the Flag.

The recorder malfunctioned continuously throughout the entire meeting.

Mr. Raymond Smith, Director of the P.U.C. thanked the Council for holding this special meeting this evening to take care of the business at hand.

ITEM #2 Consider and Approve the Quarterly Budget Amendments of the Water & Sewer Division

WATER DIVISION

Motion was made by Mr. Bradley to consider and approve the amendments, seconded by Mr. Holmes.

It was decided upon that motions would be made individually for each amendment in accordance with the Charter of the Town of Wallingford. A copy of the report from each division along with the certification of funds by the Mayor, Comptroller and respective Department Head will be appended to these minutes.

Motion was made by Mr. Bradley to Transfer \$6,000.00 from Acct. #925-000, Liability Insurance to Acct. #924-000, Property Insurance, seconded by Mr. Holmes.

An increase of \$6,000 is recommended for property insurance with a corresponding decrease to liability insurance. These adjustments are necessary to reflect a different breakdown of insurance costs than had been budgeted; however, net insurance cost estimates remain unchanged.

VOTE: Duryea and Parisi were absent; all others, aye; motion duly carried.

Mr. Bradley made a motion to Approve a Transfer of Funds in the amount of \$5,000 from Acct. #392-091, Source of Supply to Acct. #312-091, Transportation Equipment, seconded by Mr. Holmes.

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A decrease of \$5,000 in this account is recommended since bids for several vehicles have been awarded with costs being slightly less than had been budgeted.

VOTE: Duryea and Parisi were absent; all other, aye; motion duly carried.

Mr. Killen asked how many of the items in the Transportation account were bid?

Mr. Dann responded: 3 or 4

Mr. Killen was unhappy with the fact that there was no complete breakdown available to the Council as to what exactly the line item contained.

Mr. Bradley made a motion to Modify the Original Budget Package of the Water Division to Reflect a Request for 5 Mobile Radios and 1 Base Station Unit from the original request of 3 Mobile Radios and 1 Base Station, seconded by Mr. Holmes.

It must be noted that due to an error in the original budget package, the intent of funds appropriated in this account were stated for the purchase of three mobile radios (see page 132 of budget book). The funds in this account, however, were actually anticipated to provide for five mobile radios and one base station. At this time, the Water Division requested that the original intent to purchase five mobile radios and one base station be recognized. No change in funds is required to accomplish this action.

VOTE: Duryea and Parisi were absent; all others, aye; motion duly carried.

Motion was made by Mr. Bradley to Increase Acct. #344-091, Contribution in Aid and Distribution System from Developers Capital Account in the amount of \$500,000., seconded by Mr. Holmes.

The value of system improvements being accepted by the Water Division from developers is considerably greater than had been anticipated. Accordingly, an increase of \$500,000 is recommended in both of the accounts resulting in no net change in estimated unappropriated balance.

Mr. Dann explained that this represents the dollar value of physical system improvements, piping, pump station, etc., constructed by developers and subsequently turned over to the Water Division for completion of the work. It is recognized as a contribution and correspondingly it must also be recognized as a capital expense and be depreciated appropriately. On several occasions during the last fiscal year, the division has had to come before the Council to modify the account due to the fact that it has been considerably ahead of budget. The same trend is continuing.

Mr. Gouveia asked why page #7-11 could not be incorporated into the budget book?

Mr. Myers responded that it is on page #5 or #6, under summaries.

VOTE: Duryea & Parisi were absent; all others, aye; motion duly carried.

SEWER DIVISION

Mr. Dann explained that this recommendation of the division deals with the need to acknowledge a contribution for specific sewer improvements, a contribution toward the cost of constructing the Durham Road Pump Station. The division has received \$16,797.00 and is looking to fund this account with the contribution.

Mr. Bradley asked who was contributing to this fund right now?

Mr. Dann responded that it is from the developer of the Signature 91 Building at the off ramp at Route #68.

Mr. Bradley asked if Mr. Dann plans to request this pump station at some future point in time?

Mr. Dann: Yes. This is placed into a reserve account for the purpose of funding the construction of that station. That shows up on page #7-18 in the budget book. The reserve is already established.

Motion was made by Mr. Bradley to increase Acct. #473-001, Contribution for Sewer Improvements in the amount of \$16,797.00 with a corresponding increase to Retained Earnings Account Contribution for Durham Road Pump Station, seconded by Mr. Holmes.

Mr. Romeo Dorsey, 122 S. Orchard Street asked who established the rate of contribution?

Mr. Dann explained that it was based upon a calculation of the pump station required capacity and a flow-based ratio of the contribution flow from that project to the overall flow to the pump station. That portion is then applied to the estimated cost of the station.

Mr. Dorsey: Who authorized that and when was it passed?

Mr. Dann: That project was finalized over the past 6-9 months.

Mr. Dorsey: Did the P.U.C. Commissioners pass that?

Mr. Dann: I don't specifically remember if that went to the P.U.C. or not.

Mr. Dorsey: Why wouldn't they have?

Mr. Dann: In many of the projects in Town, the recommendations

are made to the developer by staff of the Water & Sewer Division independent of the P.U.C.

Mr. Dorsey: There are a few commissioners present. can we ask them?

Mr. Al Kovacs, P.U.C. Commissioner: Yes, to the best of my knowledge the P.U.C. was aware of the situation.

Mr. Bradley pointed out that the P.U.C. should have knowledge of all/any issues surrounding the divisions, including the rate of contributions, regardless of where the policies originate from and whether or not a problem exists.

Mr. Zandri asked why the Restricted Retained Earnings account does not have an account number?

Mr. Holmes responded that one can be assigned to the account if the Council so desires. He pointed out that it is reflected in the budget as a useable working capital.

Mr. Ray Smith stated that the P.U.C. has adopted Sewer Use Regulations and within those regulations there are certain charges or fees that can be assessed by developers that are permitted. It is a blanket policy adopted which covers those charges.

VOTE: Duryea & Parisi were absent; all others, aye; motion duly carried.

Mr. Dann explained that this item is similar in nature but dealing with a different problem and formally brought to the P.U.C.'s attention. The division is currently investigating the causes of the overflow on S. Elm Street and Hartford Turnpike sewers which will need a commitment of considerable additional funds not the least of which the additional \$180,000 that has been brought out of the Reserved Retained Earnings Account this year toward work within those drainage areas. Consistent with P.U.C. policy requiring developers within the South Elm and South Hartford Turnpike drainage areas to contribute toward the removal of infiltration and inflow within these areas, it is necessary at this time to establish and fund this account. An initial budget of \$20,000 is recommended. It is also necessary to establish and fund, also in the amount of \$20,000, the corresponding reserve account titled "Infiltration Reserve 1990" to be utilized for future infiltration and inflow removal projects.

Motion was made by Mr. Bradley to Establish an Account Titled Infiltration Reserve Account 1990, seconded by Mr. Holmes.

VOTE: Duryea and Parisi were absent; all others, aye; motion duly carried.

As in the case of the Water Division, it is necessary to adjust

these funds in these two accounts to reflect a different breakdown of insurance costs than had been budgeted. An increase of \$2,000 to property insurance with a corresponding decrease to liability insurance is recommended.

Mr. Bradley made a motion to Transfer Funds in the Amount of \$2,000 to Acct. #924-000, Property Insurance from Acct. #925-00, Liability Insurance, seconded by Mr. Holmes.

VOTE: Duryea & Parisi were absent; all others, aye; motion duly carried.

Collection Systems from Developers (Acct. #132-091) - Similar to the Water Division, the value of contributed system improvements is considerably greater than had been anticipated. Therefore, an increase of \$1,250,000 is recommended in both Contribution in Aid and Collection Systems from Developers capital account #132-091 resulting in no net change in estimated unappropriated balance.

Mr. Killen asked what the large figure was predicated upon?

Mr. Dann explained that the division has already received one pump station valued at \$285,000, and in looking at another station, which is in excess of \$600,000, in addition to that, regular system improvements need to be added in. To date we have already received \$544,000. In annualizing that it comes out to \$1,250,000.

Mr. Killen asked who checks out the systems that we accept?

Mr. Dann stated that an inspector visits the site during construction to assure that specifications are being followed and the proper materials are being used. A bond is posted to assure that the project is completed. A punch list of items is prepared by an inspector when the developer completes the project of the items that remain to be done prior to the acceptance of the system. The performance bond is then reduced. The maintenance bond stays in effect for 1 year following completion of work.

Mr. Bradley made a motion to Increase the account, Contribution in Aid by \$1,250,000 and the Collection Systems from Developers Account #132-091, seconded by Mr. Holmes.

VOTE: Duryea & Parisi were absent; all others, aye; motion duly carried.

Motion was made by Mr. Bradley to Append this Report and Certification for Water & Sewer Divisions to the Town Council Minutes, seconded by Mr. Holmes.

Mr. Myers recommended the aforementioned action be taken in place of making a series of transfers.

VOTE: Duryea & Parisi were absent; all others, aye; motion duly carried.

ITEM #3 Consider and Approve the Quarterly Budget Amendments of the Electric Division

Mr. Barry explained that \$1,365,000 has been added to the Power Adjustment Factor Account. In the original budget no money was appropriated in this account; however, due to a change in the overall fuel mix and increasing fuel costs, a \$696,782 balance exists after three months. This amendment is estimated to accommodate the Power Adjustment Factor through the second quarter. Any time the fuel adjustment is a credit, that amount will be offset during the year. Account 555, Fuel Adjustment, has been increased by \$1,300,000 due to the increased fuel expenses. Acct. 408-1 has been adjusted by \$65,000 to accommodate state tax payments. This amount has been offset by a like increase in the Power Adjustment Factor in the revenue section.

Mr. Bradley made a motion to Increase Acct. #555, Fuel Adjustment by \$1,300,000, seconded by Mr. Holmes.

Mr. Walter Lee, Office Manager of the Electric Division explained that in the budget preparation, no funds were budgeted for power adjustment and the same for Acct. #555 not knowing at that time if the division wouldn't be receiving credits from our wholesale supplier or if the division would be paying debits. This has been traditional for the past 4-5 years. Somewhere down the line it is adjusted to reflect actuals. Due to the problem with the Mideast and several other factors, the fuel adjustment has been coming through this year in a debit fashion. At the end of the first quarter the division is \$700,000 over \$0.00. Walt's projection for the next 3 months at the recommendation of the Comptroller to project forward the increase into the 6 month period. Therefore, Acct. #555 needs to be increased and on the other hand, in the next part of the motion, an increase to the revenue passed on to the customers. The expense and the increased revenue can then be passed through.

VOTE: Duryea & Parisi were absent; all others, aye; motion duly carried.

Mr. Bradley made a motion to Increase Acct. #408-1, State Gross Earnings Tax in the amount of \$65,000., seconded by Mr. Holmes.

As a result of the explosion and fire at the East Street substation, an anticipated insurance settlement of \$200,000 will be used for continued restoration work at East Street. Funds were not provided in the original business plan in anticipation of this insurance settlement. The work will bring the substation's Z bus and W bus to pre-incident status. As a result, account 592 has been increased by \$200,000 to allow the expenditures and offset the adjustment in account 421.

Mr. Lee explained that this figure is 5% of the increase of \$1,365,000 in the revenue.

VOTE: Duryea & Parisi were absent; all others, aye; motion duly carried.

Mr. Bradley made a motion to Increase Power Adjustment Factor Account (revenue side) in the amount of \$1,365,000.. seconded by Mr. Holmes.

VOTE: Duryea & Parisi were absent; all others, aye; motion duly carried.

Mr. Bradley made a motion to Approve a Transfer of Funds in the amount of \$200,000, to Acct. #592 from #421, seconded by Mr. Holmes.

Mr. Killen asked when the money was received?

Mr. Barry stated that the money was not received as of yet.

Mr. Killen asked why the funds were not requested for the repairs to the substation regardless of the fact that insurance money may or may not have been coming?

Mr. Barry stated that a conscientious decision had been made by the division to wait for the insurance money. There is no doubt that the work needs to be done.

Mr. Killen stated that it is more important to budget for this at the proper time. He asked if the money is paid directly to the division or is it deposited into the General Fund?

Mr. Barry stated that the funds go directly to the division from the insurance company.

Mr. Myers clarified that the funds come to the Town of Wallingford and the proper accounts are credited, the check will be deposited into the Electric Fund account rather than the General Fund since it is the fund that incurred the loss.

Mr. Zandri asked if Mr. Barry was sure of the dollar amount that is to be received from the insurance company and what indication does he have of this?

Mr. Barry stated that he cannot ever be sure. There is every indication from the insurance company that they are reimbursing us this amount.

Mr. Zandri asked if there was any timeframe on the settlement?

Mr. Barry: Not specifically.

Mr. Zandri: We are not any better off today than we were at budget time.

Mr. Killen: Seeing how this figure is not reflected in the budget, is it necessary for us to reflect a budget amendment of \$200,000 to fall into that particular account?

Mr. Myers: What you are doing is increasing revenues by \$200,000 and you are increasing an expenditure line by \$200,000. It is a budget amendment. We are amending Miscellaneous Income and Expenditures in a like amount, so it is a budget amendment.

Mr. Bradley asked when the fire occurred?

Mr. Barry: 1989

Mr. Bradley: Is the plant back to pre-incident status?

Mr. Barry: No.

Mr. Bradley: Why is that?

Mr. Barry: There are a number of reasons. We are continually trying to get out from under the process of having temporary repairs performed. Some repairs that were temporary in nature still exist.

Mr. Bradley asked how a larger utility such as United Illuminating would have handled this same scenario?

Mr. Barry felt that was a difficult question to answer since the utility would have many more resources to tap compared to this division. It takes time.

Mr. Bradley asked if the blueprints are being created as the project is progressing?

Mr. Barry: Absolutely. This project specific to the East Street Substation fire and the restoration of the Z & W bus is not in any way associated with the project of rebuilding the blueprints and/or all the other things associated with the refurbishing of that substation. They are two separate items.

Mr. Zandri pointed out to the other Council members that upon voting for this appropriation, the Council is, in essence, giving the division the authorization to spend the \$200,000 whether they receive it from the insurance company or not.

Mr. Holmes stated that the \$200,000 insurance money is the same as anticipating State funding.

Mr. Killen stated that being there are Retained Earnings that are intact there, there is no reason in the world that they cannot be touched.

Mr. Barry asked if it would be appropriate to take the \$200,000 from Net Income and return the \$200,000 to Net Income when it is received from the insurance company?

Mr. Killen: That I could live with.

The motion and second were withdrawn.

Mr. Bradley made a motion to Appropriate \$200,000 into Acct. #592 from Net Income, seconded by Mr. Holmes.

VOTE: Duryea & Parisi were absent; all others, aye; motion duly carried.

In addition, and associated with account 592, as a recommendation of the financial community, the division has been advised that there is a need to account for services received as a result of the NU settlement. In Section B-3 of that settlement, \$500,000 was to be received in services from NU, of which \$17,000 was expended directly with NU. Of the remaining balance of \$483,000, \$433,000 will be provided for in account 592 as part of an on-going effort to improve reliability at East Street Substation. The other \$50,000 will be provided for in account 908 and used in customer programs. (Note that these funds are a statement of service availability and will be carried forward if not spent.) The net effect in account 592 is a total of \$633,000 for the two reasons described above. It should be noted that the restoration work as a result of the fire and other activities described at the substation are not related.

Mr. Myers asked Mr. Gouveia if he would feel better in separating out this item into a separate line?

Mr. Gouveia responded, yes.

Mr. Bradley asked Mr. Myers what account the \$500,000 comes into?

Mr. Myers: It originally was booked in Fiscal 1989 as a revenue. It was a result of the wholesale rate settlement. It was not recognized. As a result, the financial statements had to be corrected and restated. The beginning Electric Retained Earnings for June 30, 1989 was restated and increased by \$500,000. The reason it never flowed through a revenue was because of the year it should have been recorded and was not. It is a reconciled item. We are bringing into our budget statement from Retained Earnings.

Mr. Gouveia made a motion to Appropriate \$433,000 to Acct. #592-1 from Retained Earnings - Northeast Utilities, seconded by Ms. Papale.

VOTE: Duryea, Holmes & Parisi were absent; Zandri, abstained; all others, aye; motion duly carried.

Motion was made by Mr. Bradley to Appropriate \$50,000 to Acct. #908 from Retained Earnings Northeast Utilities In Kind Service, seconded by Mr. Gouveia.

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VOTE: Duryea, Holmes & Parisi were absent; Zandri, abstained; all others, aye; motion duly carried.

Motion was made by Mr. Bradley to Transfer Funds in the amount of \$40,000 from Acct. #593 to Acct. #926, seconded by Ms. Papale.

In the original budget this amount was included in 593 for weather-related labor and is being accounted for in account 926.

Mr Barry stated that all "non-productive time", i.e., sickness, holiday and vacation to Acct. #926 rather than a specific operating maintenance accounts for the sake of monitoring non-productive time. One thing that was missed was "down time", the time when line crews were not working during a storm. The omission is being corrected.

VOTE: Duryea, Holmes & Parisi were absent; all others, aye; motion duly carried.

Mr. Bradley made a motion to Transfer \$20,000 from Acct. #901 to Acct. #903, seconded by Ms. Papale.

VOTE: Duryea & Parisi were absent; Holmes, passed; all others, aye; motion duly carried.

Motion was made by Mr. Bradley to Transfer \$26,000 from Acct #925 Injuries and Damages to Acct. #924, seconded by Mr. Holmes.

VOTE: Duryea & Parisi were absent; all others, aye; motion duly carried.

Motion was made by Mr. Bradley to Transfer \$25,000 from Acct. #512-2 to Acct. #923-2, seconded by Mr. Holmes.

VOTE: Duryea & Parisi were absent; all others, aye; motion duly carried.

Mr. Killen was concerned that this \$25,000 may be needed in the future for the Pierce Station.

Mr. Barry thought this to be a reasonable approach, to take the money from Acct. #512-2 pending the decision on retubing Boiler #3 at Pierce Station -- until a final decision on generation expansion is made.

Mr. Solinsky noted that during the budget, this amount was pared down a bit.

Mr. Barry: The proposed change was not to retube the boiler. At that time we made the agreement not to do that work regardless of that process and we are sticking to that pending the final decision.

Mr. Gouveia felt that this has now become another kitty for the

division to draw funds from. Take the money from somewhere else.

Mr. Barry pointed out to Mr. Gouveia that in doing it this way they do not disturb their planning process. This is not a kitty that the Electric Division buys lunch with.

Mr. Bradley asked if wages and overtime were built into Acct. #512-2?

Mr. Barry: Yes. \$330,000 is directly related to the proposal to work on that boiler.

VOTE: Duryea & Parisi were absent; Zandri, abstained; all others, aye; motion duly carried.

Mr. Bradley made a motion to Approve the Quarterly Budget Amendments and Transfers of the Electric Division and that the Report be appended to the Minutes of the Town Council, seconded by Mr. Holmes.

VOTE: Duryea & Parisi were absent; all others, aye; motion duly carried.

Mr. Zandri made a suggestion that the previous year's quarters be reflected next to the present year's on the reports to monitor how the year is progressing. He discussed it with Mr. Myers prior to the meeting and Mr. Myers felt it was not a problem to provide this information.

Mr. Killen asked Mr. Beaumont if the minutes of the P.U.C. accurately reflect what took place at the meeting? The reason being that no questions were asked or they are very few and far between in the minutes.

Mr. Beaumont pointed out that he does not see the minutes until they are finished and will try to pass along the information to the person who is in charge of them.

Mr. Bradley questioned the 106 hours of overtime?

Mr. Barry stated that if a contractor comes into work 7 a.m. to 7 p.m. and/or on weekends, we have at least one person come in with them at all times.

Mr. Bradley: You pay the contractor overtime?

Mr. Barry: They bid the job, if they want to work 24 hours a day that is their choice.

Mr. Bradley: Don't we set guidelines?

Mr. Barry: Yes, but not in how much time they have to do it in.

ITEM #4 Consider and Approve Two (2) Job Descriptions Tabled at the August 14, 1990 Town Council Meeting - Electric Division

Mr. Bradley made a motion to Remove from the Table the Three Job Descriptions that were Tabled at the August 14, 1990 Town Council Meeting, seconded by Mr. Holmes.

An error was made on the agenda with regards to the number of job descriptions. It should read 3.

Mr. Holmes made a motion to Consider and Approve 3 Job Descriptions of the Electric Division, seconded by Mr. Solinsky.

Mr. Zandri asked if these positions were to be filled and if they were already budgeted?

Mr. Barry: Yes.

Mr. Zandri: Are these positions part of the study that was done?

Mr. Barry: Yes, or some variation on the theme.

Mr. Killen wanted to know where the figures appeared in the budget?

Mayor Dickinson stated that the funds are in the line items but not on the personnel pages of the budget. You need to approve the job descriptions and include the position and the ultimate dollar figure that is negotiated on the personnel page. At that point someone could be hired. The real effort here is to amend the personnel page to reflect what is being proposed in the line item in the way of money. We are only approving a job description tonight which then can be negotiated by the personnel department to appoint a dollar figure then the personnel pages would need to be amended. It does not appear in the printed budget other than dollars for this.

Mr. Killen: Where does it appear?

Mr. Zandri: Particular projects have salaries encompassed in the line item. That is where all the dollars are, that is how all the utilities work it.

Mr. Killen felt that specific dollars need to be approved for specific position.

Mr. Smith stated that it has been done this way for the past 10 years.

Mr. Killen felt the division is jumping the gun by budgeting the funds into their accounts prior to the acceptance and approval of the positions by the Council.

Ms. Papale stated that perhaps a mistake was made, maybe not, the bottom line is that these jobs are needed.

Mayor Dickinson: It creates a nightmare in printing a new budget when you begin subtracting out the funds for the positions that were not approved. We can look to try to not have the funds in the line item accounts at the time that the budget is proposed.

Mr. Killen pointed out that the Mayor based his premise on vetoing the budget to keep it balanced, and that the budget was not balanced after all.

The Mayor stated that the veto was totally appropriate.

Mr. Beaumont stated that any budget is just a projections of the anticipated expenditures and/or receipt of revenues. A good faith estimate amount was placed into the various line items in order to cover that which would be necessary to pay the individuals that were anticipated to be hired.

Mr. Barry pointed out that in the division's business plan four professional salaries are included in Acct. #920, his, Mike Holmes's, half of Mr. Lee's and the Planner position. It was not hidden. Everything humanly possible was done to make sure the rules were followed.

Mr. Killen stated that the business plan is not adopted, the budget book is.

Mr. Barry stated that absolutely, positively, unquestionably, the numbers in the business plan are the same as the numbers in the budget book.

Mr. Gouveia needed to be convinced that all 3 positions are necessary. With the present state of the economy the way it is and so many people trying to streamline their businesses through attrition or massive layoffs, he could not easily be convinced that creating new positions was the right thing to do unless the it could be justified.

Mr. Holmes pointed out that in this type of business (electric) many State regulations and guidelines are imposed upon us which must be strictly adhered to. The positions are needed to meet those requirements/regulations.

Mr. Barry explained that the Electric Division is currently operating a 104 megawatt, 22,000 meter utility on a 19 hour/wk. draftsman. He called three other similar sized utilities to find that two have 2 full time draftspeople and 1 has 3 full time draftspeople. In referring to the Manager of Planning and Regulatory Affairs position, he stated that it was rolled into one position but should actually be occupied by 2 full-time employees. The position will basically be dealing with long term and medium range planning issues, other things such as occupational safety and health, employee training and development, and most important of all, environmental issues. These things are currently being done, and being done well, but it is done because everyone pitches in a little here and a little there. He was concerned that it is not done properly this way.

Mr. Barry: In the spirit of cooperation I can put off the hiring of the Customer Service Supervisor to get us to the process and will not hire until the next fiscal year if that is what needs to be done to make this all work out. Do we need to hire someone for this position?, you bet your life we do. Can we live without the position? We have been and can. It is not to say that things are being done the way they should be. The standard in the State of Connecticut isn't set by Wallingford. Northeast Utilities provide 93% of the residents of the State with electric energy. They set the standard and the people of Wallingford expect us to live up to that standard. That is basically the rationale I have used in putting this together. It is not just me, it is for the people as well. We paid Resource Management good money to conduct the management study and they have made this recommendation.

Mr. Gouveia commended the Electric Division for their excellent service. He stated that many things have changed since Resource Management has conducted the study.

Mr. Barry: But that does not change the legislation.

Mr. Gouveia: We don't have any history of recurring violations, perhaps we could wait longer. That is my main concern. I think it is irresponsible at this point.

Mayor Dickinson: With the recent fire at East Street, it raised some concerns about who is trained to do what? If we don't have one person overseeing that, we have bought some very large liability under O.S.H.A. if an employee is not properly trained and is injured on the job. That is the justification for the Manager of Planning and Regulatory Affairs. With the Customer Service Supervisor, the increased labor demanding more and more reports from the division, Walt Lee is primarily responsible for those. At the same time he is supposed to be keeping track of all the people under him in the Customer Service area. I really think that they desperately need someone to handle that who would report to Walt, which would allow Walt to do the things that keep the reports up to date and not allow the overexpenditures and all the other things that regularly come before the Council. Walt must also keep track of the daily functional duties within the Customer Service area. All these things may not be done properly at this rate.

Mr. Gouveia: I don't doubt that but if you look at the fact that you have added 2 Typists, 1 Executive Secretary, 1 Maintenance Electrician and now we are adding an additional 3 positions that is 7 positions in one year.

Mr. Bradley: In addressing some of the Mayor's statements with regards to safety and training, in the September 1990 report of the General Manager, states that Safety- 107 days without a lost time accident, the Safety Committee met on September 14 and a team effort of staff members to oversee the safety aspect of it, it looks as though it is being done and it is being done very well. Training - I see people getting out to training, whether or not it is all the training that they want to cover, I don't know, but I see an awful lot of people going to training. Environmental issues - there is a division Environmental Consultant down there.

Mayor Dickinson: Emergency and Hazardous Materials training requires an ongoing, repetitive effort for probably nearly every employee in the utility, certainly all of the field people. The division must have records that show the employees have updated their training annually. Someone must also keep track of the training and updating the files which is more work. Regulations change all the time. We have a large liability and I am not satisfied that there is a kind of conservative effort right now to avoid that liability.

Mr. Barry: Most of what we do is in response rather than in a pro-active mode. There is work that is going undone.

Mr. Lee: I have been asked not to speak, but in my budget this year I requested of the Council a clerical position that was sorely needed. The Mayor saw fit to cut that position without consulting with me, nor did he give me the opportunity to have him visit my office and look over the operation. I sorely need the clerical person but I am not sure that I need the management personnel to supervise the customer service area. I say that with all sincerity, I was asked not to say that, but I have said it.

Ms. Papale: How much did the management study cost the Town?

Mr. Barry: \$70,000.00.

Ms. Papale: I would be leery to vote for another study in the future if people choose not to go along with the recommendations, it seems like that is where the money is wasted. Can we vote on this now?

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Motion was made by Mr. Holmes to Accept the Job Description of the Manager of Planning and Regulatory Affairs, seconded by Mr. Solinsky.

VOTE: Duryea & Parisi were absent; Bradley, Gouveia and Killen, no; all others, aye; motion failed.

Motion was made by Mr. Holmes to Accept the Job Description of the Customer Service Supervisor, seconded by Ms. Papale.

VOTE: Duryea & Parisi were absent; Bradley, Gouveia & Killen, no; all others, aye; motion failed.

Motion was made by Mr. Holmes to Accept the Job Description of the Draftsperson, seconded by Mr. Bradley.

VOTE: Duryea & Parisi were absent; all others, aye; motion duly carried.

Motion was made by Ms. Papale to Adjourn the Meeting, seconded by Mr. Bradley.

VOTE: Duryea & Parisi were absent; all others, aye; motion duly carried.

There being no further business, the meeting adjourned at 11:05 P.M.

Meeting recorded & transcribed by:

Kathryn F. Milano
Town Council Secretary

Approved by:

Albert E. Killen, Chairman

Date

Kathryn J. Wall, Town Clerk

Date

RECEIVED FOR THE TOWN OF
11/20/90
Kathy Wall
TOWN CLERK