1				APPROVED	
2		TOWN OF WALLINGF	ORD	4)17/24	
3		PUBLIC UTILITIES COMM	IISSION		
4		WALLINGFORD ELECTRIC	DIVISION		
5		100 JOHN STREET			
6		WALLINGFORD, CT 0	5492		
7		Wednesday, September 4,	2024		
8		6:00 P.M.			
-					
9 10		MINUTES			
11 12 13 14 15 16 17 18	teleconfer General M Customer Neil Amw	T: Chairman Robert Beaumont; Commissioners ence) and Laurence Zabrowski; Director Richard fanager Jake Arborio; Electric Division Business Relations Supervisor Laura Patterson, Water and vake, Water and Sewer Divisions Business Manag Secretary Michelle Bracale	Hendershot; Electric D Office Manager Mariar Sewer Divisions Gener	nne Dill; ral Manager	
19					
20 21	Members of the Public – None				
21 22 23	Mr. Beaur recited.	nont called the Meeting to order at 6:00 P.M., and	d the pledge of Allegian	ce was	
24	41				
25 26 27 28	1.	Pledge of Allegiance			
29	2.	Consent Agenda			
30 31 32		Consider and Approve Meeting Minutes of Aug Consider and Approve Budget Amendment –		2023/2024 –	
33		Salaries (Account #46100920)			
34	c.	Consider and Approve Budget Amendment – Se	wer Division – FY 2023	3/2024 – Meter	
35	A	Reading Expenses (Account #46100902) Consider and Approve Budget Amendment –	Sewer Division - FV	2023/2024 -	
36 37	u.	Customer Installation Expenses (Account #4610	(0664)	2025/2024	
38	e.	Consider and Approve Budget Amendment -		2023/2024 -	
39		Injuries and Damages (Account #46100925)			
40	and an and a second second			light	
41	Motion to	Approve the Consent Agenda	RECEIVED FOR RECORD	-411010T_	
			ATSQM	AND RECEIVED BY	

AT _____ AND RECE Muster Pargo (15) JOWN CLERK

42	Made by: Mr. Zabrowski			
43	Seconded by: Dr. Rinebold			
44	Votes: 3 ayes			
45				
46				
47				
48	3. Items Removed from Consent Agenda			
49				
50	None			
51				
52				
53				
54	Public Question and Answer Period			
55	I unit Question and Answer I eriod			
56	None - No Members Present			
57	None - No Members Present			
	Public Question and Answer Davied Classed			
58 59	Public Question and Answer Period Closed			
60				
61	4. Discussion and Possible Action: Write-Offs Uncollectible Accounts – Fiscal Year			
62				
63	Ending 6/30/2024			
64 CF	Mr. Desument themlad Mrs. Dill and commented great ich			
65 66	Mr. Beaumont thanked Mrs. Dill and commented great job.			
66	Mrs. Dill stated that Ma Laura Dettorson has been has been and an across and that Ma Dettorson			
67	Mrs. Dill stated that Ms. Laura Patterson has been her hands on person and that Ms. Patterson			
68	deserves kudos for all of the hard work.			
69 70	May A desire state if the table is the lowest the accounts have been both dollars and remain since			
70	Mr. Arborio stated that this is the lowest the accounts have been both dollars and percent since			
71	2011 which is when the WED began tracking this data.			
72	Dr. Diveland a superior of the second stand with the monocompart of these			
73	Dr. Rinebold commented good work to all staff that helped with the management of these			
74	accounts as this helps keep customer rates down.			
75	$\mathbf{x}_{i} = \mathbf{x}_{i} + \mathbf{x}_{i} $			
76	Motion to Approve the Write-Offs Uncollectible Accounts – Fiscal Year Ending 6/30/2024			
77	as presented			
78				
79	Made by: Mr. Zabrowski			
80	Seconded by: Dr. Rinebold			
81	Votes: 3 ayes			
82				
83				
84				
85	5. Discussion and Possible Action: Budget Amendment – Electric Division – FY			
86	2024/2025 – Account #932 – Maintenance of General Plant			
87				

•

88	Mr. Arborio stated that this transfer is necessary to fund the annual subscription costs associated
89	with the Milsoft Utility Solutions Work Management System (WMS). The specific information
90	related to the annual maintenance subscription cost was not available at the time that the Budget
91	for Fiscal 2024-2025 was prepared. Since that time, the Division has identified the Work
92	Management System that best suits the needs of the Division, as it is compatible with all other
93	WED engineering systems. WED has negotiated with the vendor and ascertained the annual
94	subscription (system maintenance) costs required to support the system. This system will be able
95	to help in tracking costs for material and labor. With this ability, the WED staff will be able to
96	provide more accurate estimates to its customers.
97	provide more decarde estimates to his customers.
98	Mr. Zabrowski questioned what are the monthly fees associated with this software?
99	MI. Zabiowski questioned what are the monthly rees associated with this solution.
100	Mr. Arborio stated that the fees are broken down into numerous components and can get the
100	breakdown over to the PUC for review. The total fee per fiscal year totals \$75,300.00.
101	breakdown over to the 1 de foi fevrew. The total fee per fised year totals \$75,500.00.
	Dr. Rinebold stated that he is supportive of this and believes this to be an appropriate work order
103	system for materials, labor, design, estimates and integration with other systems for engineering
104	
105	GIS (Geographic Information System).
106	
107	
108	Motion to Approve the Budget Amendment – Electric Division – FY 2024/2025 – in the
109	amount of \$75,300.00 from Retained Earnings to Acct. 932- Maintenance of General Plant
110	
111	
112	Made by: Dr. Rinebold
113	Seconded by: Mr. Zabrowski
114	Votes: 3 ayes
115	
116	
117	Committee Reports/Correspondence
118	
119	
120	Mr. Hendershot stated that he attended the NEPPA conference last week and will provide the
121	PUC with a write up on what was learned.
122	•
123	
124	ADJOURNMENT
125	
126	Motion to Adjourn
127	
128	Made by: Mr. Zabrowski
129	Seconded by: Dr. Rinebold
130	Votes: 3 ayes
130	totest w when
132	
133	

134 The meeting was adjourned at approximately 6:21 p.m.

135 136

- 137
- 138 Respectfully submitted,

139

Michul Brace 140 141

- 142 Michelle Bracale
- 143 Acting Recording Secretary

Respectfully submitted,

Jaurence Zab. Nusk: /mb

Laurence J. Zabrowski Secretary

. ·

. . :