

1 **APPROVED**

2 **SPECIAL MEETING**

1/21/26

3 TOWN OF WALLINGFORD

4 PUBLIC UTILITIES COMMISSION

5 WALLINGFORD ELECTRIC DIVISION

6 100 JOHN STREET

7 WALLINGFORD, CT 06492

8 Tuesday, December 23, 2025

9 6:00 P.M.

10 **MINUTES**

11

12 **PRESENT:** Chairman Robert Beaumont; Commissioners Dr. Joel Rinebold and Laurence
13 Zabrowski; Director Richard Hendershot; Electric Division General Manager Jake Arborio;
14 Electric Division Business Office Manager Marianne Dill; Water and Sewer Divisions General
15 Manager Neil Amwake; Water and Sewer Divisions Business Manager Donald Langenauer;
16 Water and Sewer Divisions Assistant Business Manager Scott Cleary and Acting Recording
17 Secretary Michelle Bracale

18 *Absent – None*

19 *Members of the Public – Dawn Warner, Eric Warner, Deana Sala and Charles Young*

20

21 Mr. Beaumont called the Meeting to order at 6:00 P.M., and the pledge of Allegiance was
22 recited.

23

24 **1. Pledge of Allegiance**

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26 **2. Consent Agenda**

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30 a. Consider and Approve Meeting Minutes of December 2, 2025

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32 **Motion to Approve the Consent Agenda**

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34 **Made by: Dr. Rinebold**

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36 **Seconded by: Mr. Zabrowski**

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38 **Votes: 3 ayes**

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42 **3. Items Removed from Consent Agenda**

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48 **4. Discussion and Action: Director's Report – Month of November 2025**

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50 Dr. Rinebold commented that he is pleased to see the staff keeping an eye on the ISO-NE
51 process that is moving forward.

52 Mr. Beaumont referenced Item No. 4-2, October Wholesale Power Supply and questioned if the
53 October actual power costs and the October forecasted power costs included the credit from the
54 settlement for the overcharges in June?

55 Mr. Hendershot stated yes, that is exactly why.

56 Mr. Beaumont referenced Item No. 4-3 Personnel, Project Engineer/Planner and stated that
57 Human Resources posted the position on July 3rd and closed the posting on November 21st.

58 Mr. Amwake stated that traditionally the position would be posted for thirty days but for certain
59 positions the Human Resources Department will post some positions as an open posting. Human
60 Resources will wait until there is a sufficient number of applicants that have been submitted
61 electronically. Human Resources will then decide one week prior to close the posting. Human
62 Resources will then conduct an oral panel merit examination. It took another one month for
63 Human Resources to conduct the oral panel merit exam for one candidate.

64

65 **Motion to Approve the Director's Report for the Month of November 2025**

66 **Made by: Mr. Zabrowski**

67 **Seconded by: Dr. Rinebold**

68 **Votes: 3 ayes**

69

70 **Public Question and Answer Period**

71 None

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73 **Public Question and Answer Period Closed**

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78 **5. Discussion and Possible Action: Power Cost Adjustment – January 1, 2026 –**

79 **June 30, 2026**

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88 Mr. Hendershot stated that since the net change in the Power Cost Adjustment (PCA) from the
89 preceding period is less than \$0.005 per kWh there is no opportunity for the PUC to modify the
90 calculated PCA per the stipulation of Rate 12. The impact of the power cost adjustment on a
91 750-kWh monthly residential bill is an increase of \$1.69. The PCA calculation is based off of a
92 six month look back and a six month look ahead.

93
94 Dr. Rinebold questioned if the WED still has cash above minimum?

95
96 Mr. Hendershot stated yes. The WED has more than enough cash on hand to address any
97 surprises that may come up.

98
99 Mr. Beaumont stated that he does not recall the delta ever being this low.

100
101 **No Action Taken**

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105 **6. Discussion and Possible Action: Customer Appeal – 140 Woodhouse Avenue**

106
107 Ms. Dawn Warner commented that Mr. Scott M. Cleary was very helpful. Ms. Warner stated that
108 she understands that this will be an uphill battle as the WWSD has rules, policies and protocols
109 that they follow. Ms. Warner was surprised when she received the high bill. Ms. Warner moved
110 into a single family residential dwelling on Woodhouse Avenue at the end of June 2025. The
111 home is around 1,500 square feet. On July 23rd the first reading was done and the bill for that
112 was paid in the amount of \$422.56 without any thought as Ms. Warner thought the bill covered a
113 longer period of time. Ms. Warner stated that when she saw 35,000 cubic feet, she did not think
114 anything of it as she did not know how much 35,000 cubic feet translates to. Ms. Warner stated
115 that she now knows what that translates to. Ms. Warner understood that she did not get a
116 telephone call from the WWSD in regards to a high bill as the WWSD did not have a historical
117 record for the usage since she just moved in. However, Ms. Warner believes that the WWSD
118 should have reached out to notify her that the usage was high and try to evaluate the situation. If
119 Ms. Warner understood how much she was actually using she would have done the dye test
120 immediately to test her toilets for leaks and avoided the 31,200 cubic feet usage. Since the leak
121 was found the usage has been normal. Ms. Warner stated she is not looking for a full
122 reimbursement but at least some kind of compromise as she feels that the WWSD could have
123 taken one more step to alert her of the high bill and high consumption.

124
125 Mr. Cleary stated that Ms. Warner gave a very good synopsis of the situation. Mr. Cleary stated
126 that he was the one to call the customer to inform her of the high bill. The first bill was
127 significant usage but also the first read for a new WWSD customer. Since the customer just
128 moved in sometimes the bills are higher due to work being done at the property. The WWSD is
129 not aware of what goes on in every house. After the leak was found the usage went down to
130 normal. Mr. Cleary provided Ms. Warner with the figures for a 12-month payment plan to bring
131 her account current.

133 Dr. Rinebold questioned what does the payment plan look like?

134

135 Mr. Cleary stated that a 12-month plan was around \$450.00 a month. The WWSD could do a
136 24-month payment plan as this would be the limit of what the Division would allow. The 24-
137 month payment plan would be around \$250.00 a month.

138

139 Mr. Beaumont stated that the WWSD treats the water to get it to the customer. If the water goes
140 into the sewer, then that wastewater has to be treated again as well.

141

142 Mr. Cleary stated that he will call over to Ms. Warner tomorrow to review the figures for the
143 payment plans.

144

145 Ms. Warner questioned if there is interest that will be added?

146

147 Mr. Cleary stated that there is statutory interest but the interest is factored in the payment plan
148 amount. Every time you make a payment there is less interest.

149

150 Mr. Zabrowski questioned what is the statutory interest rate amount?

151

152 Mr. Cleary stated that the WWSD charges 1.50% per month.

153

154 **No Action Taken**

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158 **7. Discussion and Possible Action: Customer Appeal – 499 S. Elm Street**

159

160 Ms. Sala stated that she knew her bill was going to be high but not as high as it was. Ms. Sala
161 stated that she had a break in a pipe and was found immediately. Ms. Sala was washing laundry
162 when she heard the water coming in. Ms. Sala went to put the clothes in the dryer and there was
163 water coming out but the washer was not in use. Ms. Sala went and inspected and found the
164 water leaking in the crawl space with a dirt floor. Once the leak was detected the water was
165 turned off and the pipe was repaired immediately. The water that was leaking did not go into the
166 sanitary sewer.

167

168 Mr. Cleary stated that he agrees with Ms. Sala and everything that was stated to the PUC. Mr.
169 Cleary proactively contacted the customer by telephone to alert her of the unusually high-water
170 meter reading which was to be billed on December 1, 2025. During that phone call Ms. Sala's
171 son-in-law advised the WWSD that he had done repair work to a compromised (burst) copper
172 pipe. Pictures of the leak were included in the PUC packet for review. The interior pipe leaked
173 onto an unfinished dirt floor and therefore did not enter the sanitary sewer collection system.

174

175 Dr. Rinebold stated that there was no cost associated going into the sanitary sewer system
176 therefore nothing should be billed for the sewer usage.

177

178 **Motion to Approve the Water & Sewer Division to issue a sewer credit in the amount of**
179 **\$524.40**

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181 **Made by: Dr. Rinebold**
182 **Seconded by: Mr. Zabrowski**
183 **Votes: 3 ayes**

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187 **8. Discussion and Possible Action: Budget Amendment – Water Division – FY**
188 **2025/26 – 300 Williams Road Open Space**

190 Mr. Amwake referenced Item No. 8-5 and stated that the WWD originally purchased 300
191 Williams Road. This parcel is 95.281 acres. All of the 300 Williams Road parcel lies within the
192 Wallingford watershed, with the majority of the land being classified as Class I watershed land
193 with the balance being classified as Class II watershed land. The WWD submitted an Open
194 Space and Watershed Land Acquisition (OSWA) Grant Application for this parcel. The grant
195 application included a plan to provide passive recreational activities including walking and
196 hiking, orienteering, nature photography and streambank fishing. On June 8, 2022 the Town was
197 informed by the State of Connecticut Department of Energy and Environmental Protection (CT
198 DEEP) that Wallingford was the recipient of an OSWA Grant of \$487,500.00. On February 24,
199 2023 the Town received the grant payment.

200
201 The WWD then purchased 138 Williams Road. This parcel is 40.70 acres. The WWD again
202 submitted an Open Space and Watershed Land Acquisition Grant application. The Town was
203 informed by CT DEEP that Wallingford was again the recipient of an OSWA Grant of
204 \$435,500.00; however, the Town has not received the funds yet. The funds are being held by
205 DEEP until the Town closes out items remaining in other grant awards and opportunities. One
206 of the open items is the completion of passive recreation improvements at 300 Williams Road
207 including an access driveway, limited parking and fencing. The OSWA Grant of \$435,500.00
208 for 138 Williams Road will not be disbursed by the State until the Town finishes the passive
209 recreation improvements at 300 Williams Road.

210
211 Public Bid No. 25-044 was opened on November 6, 2025. Nine bids were received, ranging
212 from \$149,964.92 to \$295,050.00. The Bureau of Purchases identified an issue with the bid for
213 the low bidder and therefore the Town is moving forward with the second-lowest bidder at a bid
214 price of \$158,000.00. In FY 2023-24 the WWD appropriated \$135,000.00 for construction of the
215 access drive and parking. As such, the bid price is greater than the current appropriation, a
216 difference (deficit) of \$23,000.00. A 15% contingency should be added to the bid price which is
217 equal to \$23,700.00. Together, the WWD appropriation shortfall is \$46,700.00. If the 15%
218 contingency is not needed after the project is completed the capital abandonment process will
219 sweep these funds back into retained earnings at the end of the fiscal year. One of the items with
220 municipal budgeting is the WWD staff cannot approve change orders if the funds are not on the
221 table, per se. The funds need to be 100% available in municipal budgeting and financing. If not
222 the WWD would then need to go back to the PUC and Town Counsel to ask for additional
223 contingency funds while the contractor waits.

224
225 Mr. Amwake referenced Item No. 8-7 and stated that this is the letter from DEEP that lists the
226 outstanding items. The WWD is not responsible for all of the outstanding items. The WWD is
227 working with Program Planning and the Mayor's Office to complete them.
228
229 Mr. Zabrowski questioned when is the outstanding work supposed to be done?
230
231 Mr. Amwake stated that the contract cannot be signed until after the funding is in place. The
232 Town Council is not meeting until January. The bidder is holding their price until WWD has the
233 funding in place.
234
235 **Motion to Approve a Budget Amendment – Water Division – FY 2025/26 to Increase**
236 **Capital Account #43300310 – Land by \$46,700.00 from Cash (Retained Earnings)**
237
238 **Made by: Mr. Zabrowski**
239 **Seconded by: Dr. Rinebold**
240 **Votes: 3 ayes**
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244 **Committee Reports/Correspondence**
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248 **ADJOURNMENT**
249
250 **Motion to Adjourn**
251
252 **Made by: Mr. Zabrowski**
253 **Seconded by: Dr. Rinebold**
254 **Votes: 3 ayes**
255
256 The meeting was adjourned at approximately 6:52 p.m.
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260 Respectfully submitted, Respectfully submitted,
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264 Michelle Bracale
265 Acting Recording Secretary
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