

Approved
10/6/20

1 **DRAFT**

2 PUBLIC UTILITIES COMMISSION
3 WASTEWATER TREATMENT PLANT

4 ADMINISTRATION BUILDING

5 155 JOHN STREET

6 WALLINGFORD, CT 06492

7 Tuesday, September 15, 2020

8 6:30 P.M.

9 **MINUTES**

TOWN OF
WALLINGFORD

SEP 21 2020

DEPARTMENT OF
PUBLIC UTILITIES

10 **PRESENT:** Chairman Robert Beaumont; Commissioners Patrick Birney and Joel Rinebold;
11 Director Richard Hendershot; Electric Division General Manager Tony Buccheri, Office
12 Manager Tom Sullivan; Office Manager William Phelan; Recording Secretary Bernadette Sorbo.

13 Absent - Water and Sewer Divisions General Manager Neil Amwake

14 *members of the public – None*

15 Mr. Beaumont called the Meeting to order at 6:30 P.M.

16 **1. Pledge of Allegiance**

17
18 **2. Consent Agenda**

- 19 a. Consider and approve meeting Minutes of September 1, 2020
20 b. Consider and approve Budget Transfer – Electric – A/C 902 – Customer Records
21 – Meter Reading.
22 c. Consider and approve Budget Transfer – Electric – A/C 583 – Distribution
23 Operations – Overhead Lines.
24 d. Consider and approve Budget Transfer – Electric – A/C 586 – Distribution
25 Operations – Meter Expense.
26 e. Consider and approve Budget Transfer – Electric – A/C 593 – Distribution
27 Maintenance – Overhead Lines.
28

29 **Motion to approve the Consent Agenda:**

30 **Made by: Mr. Birney**

31 **Seconded by: Mr. Rinebold**

32 **Votes: 3 ayes**
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36 **3. Items Removed from Consent Agenda – None**

37 **4. Discussion and Action: Approval of Director's Report for the Month of August**
38 **2020.**
39

40 Mr. Hendershot asked if there were any questions in regards to the Director's Report.
41

42 Mr. Rinebold questioned on the repairs that were made on the RBC's at the WPCF.
43

44 Mr. Hendershot responded that the repairs made to the RBC's were two bearing replacements
45 and a motor replacement. Mr. Hendershot stated that this is routine maintenance and that these
46 repairs will need to be addressed from time to time.
47

48 Mr. Rinebold questioned at some point and time will money for the distribution transformer
49 leakage need to be budgeted?
50

51 Mr. Buccheri advised that on the next report, the metrics on how many distribution transformers
52 can be replaced in a year will be shown. As of now there are 25 distribution transformers that
53 will need to be replaced.
54

55 Mr. Beaumont questioned the life expectancy on the transformers.
56

57 Mr. Buccheri advised that it can be up to forty years but depends on the conditions and the usage.
58

59 **Motion to Approve the Directors Report for the month of August 2020**

60 **Made by: Mr. Birney**

61 **Seconded by: Mr. Rinebold**

62 **Votes: 3 ayes**
63
64
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66 **5. Discussion and Action: Approval of Electric Division Write-offs.**
67

68 Mr. Sullivan referenced the memo dated September 8, 2020 that was sent to the PUC. Mr.
69 Sullivan stated that the write-offs would be for the outstanding receivables that are greater than a
70 year-old ending June 2019. The total write-offs for fiscal year 2019-2020 result in a combined
71 amount of \$161,949.52, which represents 0.002 or 2/10th of 1% of the annual billing. Mr.
72 Sullivan advised that this year's write-offs are relevantly large but this is a decrease from last
73 year's amount of \$168,050 and the previous 5-year average of \$211,606. The purpose of this
74 write off is to recognize an amount that is considered uncollectible for the fiscal year. Efforts
75 will continue to further collect on these accounts. During the fiscal year 2019-2020, \$32,771.48
76 was recovered through collections on previous write-offs or transfers of previous write-offs to
77 active accounts for subsequent collection.
78

79 Mr. Rinebold questioned if there is still some hope that the \$113,562.95 will be recovered or is
80 actively being collected?
81

82 Mr. Sullivan responded yes.

83 Mr. Hendershot commented that he views this as a success story. Mr. Hendershot praised Laura
84 Patterson, the division's Customer Relations Supervisor, who has taken the lead on this along
85 with her staff. Mr. Hendershot stated that they have done a great job.

86
87 Mr. Hendershot pointed out that there is no Covid related activity reflected in the write-offs as
88 this will not be shown for another two years from now.

89
90 Mr. Rinebold stated that this is going in the right direction.

91
92 Mr. Birney stated that he would like to echo Mr. Hendershot's comments.

93
94 **Motion to approve the write-offs for uncollectible accounts**

95 **Made by: Mr. Birney**

96 **Seconded by: Mr. Rinebold**

97 **Votes: 3 ayes**

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101 **6. Discussion: WPCF Upgrades Project Update**

102

103 Mr. Amwake could not attend the meeting as he is out on medical leave but sent over the
104 Building and Facility Construction for review prior to the meeting.

105

106 At the Intermediate Pump Station, the slide gates have been installed and tested. Testing of the
107 hoist and trolley is being scheduled. The switch over from the existing IPS to the new IPS is
108 planned for mid-September.

109

110 At the Tertiary Phosphorous Building the contractor is constructing forms and installing
111 reinforcing steel for the grade level floor slabs.

112

113 At the UV Disinfection/Post Aeration Building the block walls for the UV Building are
114 complete, and the Contractor is in the process of installing the roof joists. The slide gates have
115 been installed for both the UV and PA sides of the building, and the hand rails have been
116 installed along the channels of the PA side.

117

118 At the Emergency Generator Building, the underground duct bank within the layout of the EGB
119 area is complete. The Contractor is forming the foundation and installing the reinforcing steel
120 for the EGB. The Contractor is progressing with the installation of the electrical feed between
121 the EGB and the main switchgear in the Personnel Building.

122

123 At the Secondary Pump Station, the Contractor is driving sheeting and will begin excavation for
124 the SPS beginning the third week of September. The SPS will lift the wastewater from the
125 Secondary Settling Tanks up to the TPB during the phosphorus treatment season of April 1 to
126 October 31.

127

128

129	Construction Contract Payment Applications – C. H. Nickerson		
130	Original Contract Sum	\$45,507,000.00	
131	Net Change by Change Orders	<u>(\$47,432.14)</u>	
132	Contract Sum to Date	\$45,459,567.86	As of August 15, 2020

133	Construction Contract Schedule		
134	Original Completion Date	February 10, 2022	
135	Net Change Schedule Days	<u>0</u>	
136	Contract Completion Date	February 10, 2022	

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141 **Public Question and Answer Period**

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143 No members of the Public present at this time. Public question and answer period closed.

144
145
146

147 **7. Discussion and Possible Action: Meeting Location for Remainder of 2020**

148

149 Mr. Beaumont advised that this motion is to decide where the PUC meetings will be held for the
150 rest of the year. Some options that were given for the meeting location were to go back to the
151 Electric Division, Room 315 at the Wallingford Town Hall or to continue using the Wastewater
152 Treatment Plant.

153

154 There was some discussion on holding the meetings in Room 315 at the Town Hall but if this
155 was to be done the PUC meeting would need to be changed as the first Tuesday of the month
156 Room 315 is already in use.

157

158 Mr. Birney stated that the Wastewater Treatment Plant building and location in comparison to
159 the Wallingford Town Hall is conducive to inviting public attendance. Mr. Birney urged the
160 PUC to choose the Wallingford Town Hall as the meeting location for this reason. Mr. Birney
161 advised that he will make a motion to this effect.

162

163 Mr. Rinebold stated that he is fine with going to the Town Hall for the meetings.

164

165 **Motion to temporarily move the PUC meetings for the remainder of the year to the**
166 **Wallingford Town Hall**

167 **Made by: Mr. Birney**

168 **Seconded by: Mr. Rinebold**

169 **Votes: 2 ayes; Mr. Beaumont – nay**

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173 **8. Discussion and Action: Approval of Revised Electric Rate No. 7, Municipal**
174 **Lighting**

175 Mr. Hendershot advised that there have been ongoing improvements to Hall Avenue under State
176 Project 148-208. As part of those improvements, the Town of Wallingford, under a state grant,
177 has added forty-three new ornamental street lights along Hall Avenue. While these lights match
178 the appearance of the existing ornamental lights in the downtown area, they utilize a 40 watt
179 LED bulb rather than the 75-watt bulb utilized in the other downtown ornamental lights.
180 Because of this difference, the new lights do not match any listed light under the Electric
181 Division's Rate No. 7, Municipal Lighting. The amendment would be to add an additional
182 listing under the Light Emitting Diode section of the Electric Division's Rate No. 7.

183

184 **Motion to Revise Electric Rate No.7, Municipal Lighting**

185 **Made by: Mr. Birney**

186 **Seconded by: Mr. Rinebold**

187 **Votes: 3 ayes**

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189

190

191 **Committee Reports/Correspondence**

192

193 Mr. Hendershot discussed the Electric Division's plans regarding nonpayment disconnects. Mr.
194 Hendershot advised that the Electric Division plans to resume the activity tomorrow, September
195 16, 2020. The timing is driven largely by the mechanics of the statutes and where the Electric
196 Division is in its billing cycle. If this does not begin on September 16, 2020, then the Electric
197 Division will be inside the winter moratorium.

198

199 Mr. Sullivan advised that residential customers can declare themselves in a hardship during this
200 time whether it be unemployment, income below a certain level or if paying your utility bill will
201 deprive customers of the necessity of life. If the customer makes this declaration, the customer
202 will be protected from shut off from November 1st thru May 1st.

203

204 Mr. Hendershot stated that the desire is to identify customers who have gotten themselves into
205 significant arrearage and get the customers signed up for a payment plan. This will help the
206 customers to not go the whole moratorium time and then the entire winter season not having an
207 advance payment on their electric bill, as their balance would be extremely high.

208

209 Mr. Birney questioned if a process will be considered for a Covid hardship or will this be the
210 discretion of the staff?

211

212 Mr. Sullivan stated that the staff is aware that some of the customers will have extraordinary
213 high balances and circumstances where customers cannot come up with the money to pay their
214 bills upfront. The staff will be more flexible and go with the hard and fast rule of X amount
215 down and X amount to pay the bill off. The Electric Divisions intentions are not to leave the
216 customers in the dark. Mr. Sullivan advised that since the notices have gone out there have been
217 an increase of calls from customers to make payment arrangements.

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220

221 **ADJOURNMENT**

222

223 **Motion to adjourn**

224 **Made by: Mr. Birney**

225 **Seconded by: Mr. Rinebold**

226 **Votes: 3 ayes**

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230 The meeting was adjourned at approximately 7:25 p.m.

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232 Respectfully submitted,

233

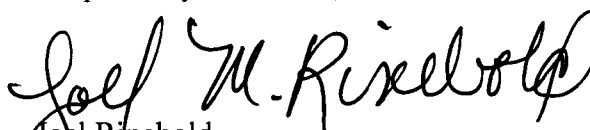
234

235

236 Bernadette Sorbo

237 Recording Secretary

Respectfully submitted,


Joel Rinebold
Secretary