

**MINUTES
EIGHTH UTILITIES DISTRICT
BOARD OF DIRECTORS
REGULAR MONTHLY MEETING
MONDAY, SEPTEMBER 19, 2017 – 7:00 P.M.
DON WILLIS HALL
18 MAIN STREET
MANCHESTER, CT 06042**

The Board of Directors of the Eighth Utilities District of Manchester, Connecticut held its regular monthly meeting on Monday, September 19, 2017 at 7:00 p.m. at Don Willis Hall, 18 Main Street, Manchester, Connecticut.

Mrs. O'Marra called the meeting to order at 7:06 p.m.

Voted: Mr. Luzusky moved the approval of the minutes of the July 31, 2017 Special Meeting of the Board of Directors and the August 21, 2017 Monthly Meeting.
Seconded by Mrs. Gionet.

Voted: Mrs. Bowen moved the approval of the bills for payment. This includes the September interim bills, the regular bills, the tax refunds, and additions to the bill list.
Seconded by Mr. Luzusky.

Voted: Mrs. Bowen moved the approval of the Treasurer's Report.
Seconded by Mrs. Gionet.

Ms. Cavagnaro stated that the CIRMA audit was finished.

Voted: Mrs. Bowen moved the approval of the Fire Chief's Report.
Seconded by Mr. Luzusky.

Fire Chief Moore stated that we received another bid for a hot water heater from Dickinson for \$12,300.00. That bid was in the same perimeter as the other bids so a hot water heater has been ordered.

Voted: Mr. Luzusky moved the approval of the Fire Marshal's Report.
Seconded by Mrs. Bowen.

Fire Marshal Roback stated that they are working on fire prevention. Fire prevention week for all schools will be the week of October 23, 2017, including Waddell at the Bennett Academy. He is still waiting to hear from Bowers School.

Marshal Roback attended Operation Save-A-Life which is the free smoke alarm program. Home Depot, WTNH and a couple of other partners are participating. We received 48 new smoke alarms and 9 CO detectors.

Marshal Roback stated that after Fire Prevention comes the holidays.

Mr. Luzusky asked Marshal Roback to produce a schedule of the dates before the next board meeting.

Voted: Mrs. Bowen moved the approval of the Tax Collector's Report.
Seconded by Mr. Luzusky.

Mr. Gionet stated that last month we were at 75%, this month we are at 97%. We are still not collecting motor vehicle taxes. Mrs. O'Marra asked Terri why the tax refunds were so high and that was because CoreLogic didn't pay until the last hour of the last day. Also, a lot of homeowners paid on the last day. Mrs. O'Marra stated that the town taxes are going out at 32.00 mils.

Voted: Mr. Luzusky moved the approval of the Public Works Department Report.
Seconded by Mrs. Gionet.

Mrs. O'Marra stated that Matt Cirelli was dealing with the Town on a manhole issue at the Waddell construction site that was very old and needs to be replaced.

INSURANCE REPORT

Nothing to report at this time.

COMMUNICATIONS

There are no communications at this time.

REPORTS

Mrs. O'Marra stated that she would like to hold a meeting of the Policy and Procedures Committee, but the problem is that the room is being used for the audit. Mrs. O'Marra will find out if/when the room will be available.

ADDITIONS TO THE AGENDA BY BOARD MEMBERS

No additions to the agenda by Board Members.

TIME FOR THE PUBLIC TO SPEAK ON AGENDA ITEMS

Steven Hilinski, 156 Loomis Street, had a question regarding the Treasurer's Report, should Engine 5 be Rescue 5. Also, on page 1 of 9 of the Income Statement with Budget Variance FYE 2018. It states that we are \$1.6 million in the hole and the Fire Marshal fees are \$44,000 in the hole. He wanted to know why everything on this page is negative. Mrs. O'Marra explained that the first figure was what was planned for the budget, the next figure was what we had actually taken in so far and the third figure is

the deviation what is left to collect in taxes, back taxes. Our budget is \$5,280,299.00, we have taken in \$3,602,418.65 so far, so we are \$1,677,880.35 short in revenue.

OLD BUSINESS

Discussion/Possible Action – Replacement of Air Conditioning Unit at 138 Main Street

Chief Moore stated at the last meeting we estimated that the air conditioning unit in the Communications Room which houses all the computers, the dispatch computers, the server and all of the essential communications, because of the size of that room Chief Moore guessed the cost of the air conditioner based on the other units that were purchased. Mr. Luzusky stated that the air conditioner is an environmentally controlled unit which controls heating, air conditioning and humidity all simultaneously. Chief Moore stated that one of the quotes was for \$22,250 from the vendor in place. Another quote came in from Action Air for \$13,000, but this was not a quote for the environmentally controlled unit. A new quote was made for \$22,300. In the meantime the air conditioning unit is failing. Chief Moore purchased a thermostat that triggers an email if the units go to 80° or above and Chief Moore had to respond. A unit has been ordered from Nutmeg and is still six weeks out.

Mr. Luzusky stated that he had been involved in air conditioning unit but after 20 years he forgot that an HVAC unit was needed. The humidity situation is getting critical because now mold is growing on some of the equipment in the communications room. They would like to keep the room at 65° and 40% humidity. The old unit freezes up now at 65°. Mrs. O'Marra stated that last month we approved \$13,000, which is why it is back on the agenda because we need to increase the cost.

Voted: Mr. Luzusky made a motion to remove the original motion and put in a new motion that we set aside \$25,000 for the immediate replacement of the communications room air conditioning and environmentally controlled system to come out of the Major Improvement Funds. He also requested a bid waiver on the equipment due to the emergency need and nature. Seconded by Mrs. Bowen.

Mrs. Gionet asked if there was anything that could be done in the six weeks before the new system arrives. Chief Moore stated they could try to use a dehumidifier.

NEW BUSINESS

Discussion/Possible Action – Approval of Pension Fund Transfer to VOYA

Mrs. O'Marra stated that \$97,667.10 is to be transferred to VOYA. Mrs. Cavagnaro stated that that is 10% of the income in their permanent positions.

Voted: Mrs. Bowen made a motion that we authorize the transfer of \$97,667.10 to the VOYA pension account for the employees.
Seconded by Mr. Luzusky.

Mrs. Gionet asked where the money was kept now and Mrs. O'Marra stated in the General Fund. Mr. Luzusky asked if this is a yearly thing, and Mrs. O'Marra stated yes.

Discussion/Possible Action – Out-of-District Fire Department Applicants

Chief Moore stated that we have several out of Manchester and several in Manchester applicants. The ones that are in surrounding volunteer towns want to be EMS only. The last class we had 5 stayed. There are 17 total new applicants. Mrs. Bowen asked when the class was starting. Chief Moore didn't know the exact date, but the class will be starting the first week of October. Some things have been reworked from last year, \$6,500 was spent on recruit physicals. Chief asked the training division to rework the training by not giving them the barometry and SCBA. They will still get a health physical then when they graduate they will get the barometry and SCBA.

Voted: Mrs. Bowen made a motion to accept the out-of-district applicants to the volunteer fire department.
Seconded by Mr. Luzusky.

Executive Session – Pending Litigation – Albert

Mrs. O'Marra stated she would like to entertain a motion go to Good and Welfare and then go into Executive Session only to come out to vote if there is a vote and adjourn.

Voted: Mrs. Bowen made a motion to go out of order and continue with Good and Welfare before going into Executive Session under new business.
Seconded by Mr. Luzusky.

GOOD AND WELFARE

Mr. Luzusky would like to thank the Fire Department for attending the Bowers School September 11th ceremony.

Chief Moore stated that on October 6, 2017 there is a department awards banquet at Adams Mill.

Mrs. O'Marra stated that *The Courant* had a two page spread regarding the Peach Festival. Mrs. Bowen wanted to thank the people of the fire department for doing a great job on the Peach Festival.

Voted: Mrs. O'Marra made a motion to go into Executive Session at 7:48 p.m.
Seconded by Mrs. Bowen.

Executive Session ended at 7:55 p.m.

Voted: Mr. Luzusky made a motion to authorize the payment to MaryTracy Albert per the negotiated settlement.
Seconded by Mrs. Gionet.

Voted: Mrs. Bowen made a motion to adjourn.
Seconded by Mrs. Gionet.

The September 19, 2017 regular monthly meeting was adjourned at 8:00 p.m.

Note: All votes were unanimous unless otherwise noted.

DIRECTORS PRESENT:

Mary O'Marra, President
Deberah Bowen
Karen Gionet
Leonard Luzusky

DIRECTORS MISSING

Gerard Napoli
John Topping

FRANCES MCCARTER
CLERK
EIGHTH UTILITIES DISTRICT