

**MINUTES
EIGHTH UTILITIES DISTRICT
BOARD OF DIRECTORS
REGULAR MONTHLY MEETING
MONDAY, AUGUST 21, 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, August 21, 2017 at 7:00 p.m. at Don Willis Hall, 18 Main Street, Manchester, Connecticut.

Mrs. O'Marra called the meeting to order at 7:00 p.m.

Voted: Mr. Topping moved the approval of the minutes of the July 17, 2017 Regular Monthly Meeting.
Seconded by Mrs. Gionet.

Voted: Mr. Napoli moved to table the minutes of the July 31, 2017 Special Meeting until the next meeting.
Seconded by Mrs. Gionet.

Voted: Mr. Luzusky moved the approval of the bills for payment. This includes the interim bills for 2017 and 2018, the regular bill list for 2017 and 2018, the tax refunds, elected officials stipends for September, the appointed stipends for September and the Fire Department's stipends for July 1-4 and the stipends as of July 5th.
Seconded by Mr. Topping.

Mr. Topping stated that there should be a correction to SLEC in the amount of \$44,859.50. There is a coding error. Was this amount taken from the reserve fund? Mrs. O'Marra stated that the lifts were put in the regular budget, not the reserve. Account number 60210000.

Mr. Topping stated there is an addition to DiBaldo Electric in the amount of \$4,393.29 for wiring for the lifts. Same account number 60210000.

Voted: Mr. Topping moved the approval of the Treasurer's Report.
Seconded by Mr. Luzusky.

Mrs. Cavagnaro stated that we were beginning to get all of our July figures in. There is nothing entered for taxes in the budget variance. We are in the middle of our CIRMA audit and our annual audit.

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

Fire Chief Moore stated that there was some restructuring done within the department. Chief Langer and Chief Zajac switched positions.

Chief Moore stated that a new hot water heater had to be ordered because the one that is in the fire house is over 20 years old and the plumber stated it is in danger of failing. This water heater is not in a containment and sits above the communications room. If there is a rupture, 100 gallons of water will fall into the electronics of the fire house. A new water heater will be put into a containment unit.

Chief Moore stated that the air conditioning unit in the communications area of the fire house had failed. All of the computers were in default. The computers were cooled down and all were in working order but one, which was lost. Nutmeg looked at the air conditioner. Because this unit is over 20 years old, it needs to be replaced. Chief Moore stated that two high heat thermometers were purchased which will send emails to dispatch and the Chief if those rooms are in critical temperature.

Mrs. O'Marra asked Chief Moore what the price for the hot water heater would be. Chief Moore stated approximately \$12,700. Mrs. O'Marra stated that we would need a bid waiver on this due to the emergency situation and the vendor in place is the District plumber. Chief Moore stated that we have heard nothing on the grant as of yet.

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

Deputy Fire Marshal Shawn Morris stated that August follows the trend to ramp up for fire prevention. Also, there are a lot of big projects floating on the horizon. He also stated that they were not able to schedule a lot of residential inspections in the months of July and August due to vacations of the property managers.

Voted: Mr. Topping moved the approval of the Tax Collector's Report.
Seconded by Mr. Napoli.

Mr. Gionet stated that two large bank tax escrow payments were received August 1st. Car taxes have not been figured out yet. Mrs. O'Marra stated that after the November elections, notices might be sent out.

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

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Mr. Topping had nothing further to add. Mrs. O'Marra stated that they are moving right along on the Waddell School project. Mr. Topping stated that Matt Cerelli prevented a test hole from being dug right near the main sewer line at Waddell School. Mr. Luzusky asked if the new sewer line at Waddell School would affect the pool or ball field. Mr. Topping said it shouldn't affect the pool or the ball field.

INSURANCE REPORT

Mrs. O'Marra stated that there was nothing new to report. The health, dental and vision insurance have been renewed. A meeting will be taking place this week with the agent to get the break out for the premiums for each individual. Mr. Luzusky asked if the applications were accepted by CIRMA for the firefighter insurance. Mrs. O'Marra said they had been sent in and accepted by CIRMA.

COMMUNICATIONS

Mrs. O'Marra had two thank you notes. One from Bob and Judy Eichmann due to the death of Mr. Eichmann's brother. The second one from Sue Tyler thanking the Board for Joseph Tyler's last stipend check, the plant sent by the District and the card from the Fire Marshal's office.

REPORTS

There are no reports at this time.

ADDITIONS TO THE AGENDA BY BOARD MEMBERS

No additions to the agenda by Board Members.

TIME FOR THE PUBLIC TO SPEAK ON AGENDA ITEMS

No public to speak.

OLD BUSINESS

Discussion/Possible Action – Approval of Firefighter/EMT Union Contract

Mrs. O'Marra stated that this item was tabled at the last meeting. The union has now approved the contract.

Voted: Mr. Topping made a motion to approve the contract as submitted and negotiated by our Negotiation Committee.
Seconded by Mrs. Gionet.

NEW BUSINESS

Policies & Procedures Committee Appointments

Mrs. O'Marra stated that Tuesday mornings were a convenient time to meet. She appointed the following to the Committee:

Fire Department	Chief Donald Moore
Fire Marshal's Office	Fire Marshal Kenneth Roback
Administration	Deberah Bowen
Public Works	Matt Cerelli
Board of Directors	Gerard Napoli
Fleet	Jason Smith

Discussion/Possible Action – Replacement of Water Heater at 138 Main Street

Chief Moore stated that he looked back in his notes and the plumber that we use gave a price of \$12,224. Another vendor's price was \$12,700. Mr. Napoli asked if we went to an outside vendor, what would the price be. Mr. Napoli found a commercial hot water heater for \$1,200. Mr. Topping stated that if it's not a true commercial hot water heater, it would be inferior. Mr. Topping asked if the location of the hot water heater could be moved. Chief Moore stated that it could not because everything is plumbed where it is. Mr. Napoli asked what the containment unit would cost. Chief Moore stated that the rigging to lift to the second floor is approximately \$1,500 and \$10,532 for installation and hot water heater. It's an 199,000 BTU natural gas unit.

Voted: Mr. Topping made a motion to authorize Chief Moore to get one more bid from a local commercial vendor for a similar type of heater; to replace at a price not to exceed \$13,000 and also issue a bid waiver because time is of the essence.

Seconded by Mr. Napoli

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

Mrs. O'Marra stated this is part of an ongoing process to replace all air conditioning units that are over 20 years old. We voted previously to take these funds out of the major improvement line. Chief Moore stated that the price of the last one installed was \$15,300, but the area was bigger. We are hoping to get a split unit in there, but we are not sure of the fit because the unit is above the ceiling. There is one more unit to replace after this one.

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Voted: Mr. Topping made a motion to replace the air conditioning unit in the Communications Room with a cost not to exceed \$12,000 with a bid waiver because of the urgency to replace the unit.

Seconded by Mr. Napoli.

GOOD AND WELFARE

Chief Moore stated that the Peach Festival is set for August 25, 2017 at 138 Main Street. The work detail will start Thursday night and Friday morning to peel the peaches.

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

Voted: Mr. Topping made a motion to adjourn.
Seconded by Mr. Napoli.

The August 21, 2017 regular monthly meeting was adjourned at 7:40 p.m.

Note: All votes were unanimous unless otherwise noted.

DIRECTORS PRESENT:

Mary O'Marra, President
Karen Gionet
Leonard Luzusky
Gerard Napoli
John Topping

DIRECTOR MISSING

Deberah Bowen

FRANCES MCCARTER
CLERK
EIGHTH UTILITIES DISTRICT