

*Town of Wilmington*  
*Water & Sewer Commission*  
*April 23, 2015 Meeting*

The Water and Sewer Commission met on April 23, 2015 in the Small Conference Room at Town Hall. The meeting was called to order at 5:13 PM. Present were, Commissioner George Allan, Commissioner Robert LaVita, Utility & Business Manager Joseph Lobao, and Recording Secretary Diane Forest.

**Approval of Minutes**

The approval of the December 18, 2014 minutes were tabled.

ON A MOTION MADE BY COMMISSIONER LAVITA SECONDED BY COMMISSIONER IT WAS VOTED TO APPROVE THE MINUTES OF THE JANUARY 15, 2015 WATER AND SEWER COMMISSION MEETING.

**Billing Adjustments/Corrections**

- 10 Silverhurst Avenue – It was explained to the Commission that 10 Silverhurst is a sewer only account. A work order was not generated for a shut off because there is no water connection to the property. The electricity was shut off to the home on or about September 21, 2014. Therefore, there could be no sewer discharge. ON A MOTION MADE BY COMMISSIONER IT WAS VOTED TO ADJUST THE SEWER CHARGES ASSESSED TO 10 SILVERHURST AVENUE IN THE TOTAL AMOUNT OF \$159.19 AND NO FURTHER CHARGES SHOULD BE ASSESSED UNTIL THE SERVICE IS TURNED BACK ON.

**Abatement Request – 111 Aldrich Road**

The usage for the February 2, 2015 billing quarter was excessive with a usage of 49,513 cubic feet of water from September 29 through December 31, 2014. The owner explained in her abatement application that the outside faucet was found to have been left on. ON A MOTION MADE BY COMMISSIONER ALLAN SECONDED BY COMMISSIONER LAVITA IT WAS VOTED TO DENY THE APPLICATION FOR ABATEMENT OF WATER CHARGES AS REQUESTED BY ERICA BRODIE OF 111 ALDRICH ROAD, BUT AGREED TO WAIVE ANY AND ALL LATE FEES AND APPROVED A PAYMENT PLAN AS REQUESTED BY THE OWNER.

**Annual Report 2014**

The 2014 Annual Report was presented to the Commission for review.

**Monthly Report** - The monthly reports for January, February and March were reviewed.

**Annual Water Main Flushing Program**

Mr. Lobao stated that the annual water main flushing program has commenced.

**Correspondence:** Email from Mark Nelson dated 4-21-2015 regarding his request that the water mains on Mather and Walnut Streets be flushed in conjunction with the towns annual water main flushing program. Commissioner LaVita reiterated that all public water mains are included in the flushing program each spring and that Mather and Walnut Streets would be flushed.

**FY2016 Water & Sewer Budgets**

There was a brief discussion relative to the Fiscal Year 2016 water and sewer budgets.

Water Budget: ON A MOTION MADE BY COMMISSIONER ALLAN SECONDED BY COMMISSIONER LAVITA, IT WAS VOTED TO SUPPORT THE FISCAL YEAR 2016 WATER BUDGET AS PRESENTED TO THE COMMISSION.

Sewer Budget: ON A MOTION MADE BY COMMISSIONER ALLAN SECONDED BY COMMISSIONER LAVITA, IT WAS VOTED TO SUPPORT THE FISCAL YEAR 2016 SEWER BUDGET AS PRESENTED TO THE COMMISSION.

**State Ethics Exam**

All Commission members have completed and submitted their state ethic exam certifications.

**Other Business**

Mr. Lobao informed the Commission the Wilmington Water Department received a Conservation Award from The Department of Environmental Protection.

**Public Comment Period** - None

**Next Meeting**

**The next meeting of the Water & Sewer Commission – May 21, 2015 at 5:00 PM.**

There being no further business a motion to adjourn carries at 5:50 PM.

Respectfully Submitted by:

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Diane P. Forest, Recording Secretary