

*Town of Wilmington*  
*Water & Sewer Commission*  
*November 15, 2018 Meeting*

The Water and Sewer Commission met on November 15, 2018 in Room 9 at the Town Hall. The meeting was called to order at 5:30 PM. Present were Chairman Joseph Balliro, Commissioner George Allan, Commissioner Robert LaVita, Utility & Business Manager Joseph Lobao, and Recording Secretary Diane Forest.

**Approval of Minutes**

- **October 18, 2018** – ON A MOTION MADE BY COMMISSIONER LAVITA SECONDED BY COMMISSIONER ALLAN IT WAS UNANIMOUSLY VOTED TO APPROVE THE MINUTES OF THE OCTOBER 18, 2018 WATER & SEWER COMMISSION MINUTES.

**Billing Adjustments & Corrections**

Joseph Costabile	14 Harris Street	Residential W&S Commission	\$1,381.78
Jeffrey Wilkund	80 Salem Street	Residential Adj for Billing T-On	50.29

ON A MOTION MADE BY COMMISSIONER LAVITA SECONDED BY COMMISSIONER ALLAN IT WAS UNANIMOUSLY VOTED TO RATIFY THE BILLING ADJUSTMENT AN AS PREVIOUSLY VOTED ON BY THE BOARD.

**Nassau Avenue Water Storage Tank**

The contract between the Town of Wilmington and Statewide Aquastore Inc. for the replacement of the Nassau Avenue Water Storage Tank has been executed. Commissioner Allan had asked that Mr. Cunningham investigate the option of obtaining a 5 year maintenance bond with the contract in lieu of a 1 year bond or warranty. Mr. Lobao informed the Commission that Statewide Aquastore has revised their warranty to accommodate the request. The warranty now includes tank inspections after year 1 and year 5 and also covers preventative maintenance and any defective material or workmanship.

**Brown's Crossing Well Field**

A public bid opening was held on October 24, 2018 for the redevelopment, surging and chemical treatment of the 15 gravel packed wells located at the Brown's Crossing Well Field. Denis L. Maher was the low bidder and was awarded the contract. The bid from Denis L. Maher Company came in at \$72,703, which is under budget.

**Capital Improvement Plan**

Mr. Lobao stated that budget preparation for the next fiscal year is underway. The first step is to update the 5-yr Capital Plan. An updated plan has been submitted to the Town Accountant and Town Manager for review.

**Hydrant Winterization**

The Water Department crew is in the process of performing our annual winterization of fire hydrants. Hydrants are checked and drained of any standing water to prevent from freezing as well as making sure each one has a hydrant marker.

**Monthly Report**

The October 2018 monthly report was presented and reviewed by the Commission members.

**Other Business**

- Public Bid Opening - Replacement of Granular Activated Carbon (GAC) and Sand at 11:00 AM on November 27, 2018.
- Public Bid Opening - Barrows Wellfield Replacement Project at 11:00 AM on November 28, 2018

**Public Comment Period** - None

**Next Meeting**

**The next regularly scheduled meeting has been rescheduled from December 20th to December 13th, 2018.**

There being no further business a motion to adjourn carries at 5:45 PM.

Respectfully Submitted by:

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Diane Forest, Recording Secretary