

*Town of Wilmington*  
*Water & Sewer Commission*  
*December 18, 2014 Meeting*

The Water and Sewer Commission met on November 18, 2014 in Room 4 at the Town Hall. The meeting was called to order at 5:10 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 – August 21, 2014**

ON A MOTION MADE BY COMMISSIONER LAVITA SECONDED BY COMMISSIONER ALLAN IT WAS UNANIMOUSLY VOTED TO APPROVE THE MINUTES OF THE AUGUST 21, 2014 MEETING.

**Approval of Minutes – October 16, 2014**

ON A MOTION MADE BY COMMISSIONER ALLAN SECONDED BY CHAIRMAN BALLIRO IT WAS VOTED TO APPROVE THE MINUTES OF THE OCTOBER 15, 2014 MEETING. Commissioner LaVita abstained from due to his absence from said meeting.

**Approval of Minutes – November 20, 2014**

ON A MOTION MADE BY COMMISSIONER LAVITA SECONDED BY CHAIRMAN BALLIRO IT WAS VOTED TO APPROVE THE MINUTES OF THE NOVEMBER 20, 2014 MEETING. Commissioner Allan abstained from voting due to his absence from said meeting.

**Billing Adjustments/Corrections**

The approved billing adjustments/corrections were presented to the Commission for ratification.

James Anderson	1 Olson Street Unit 10 Residential	W&S Comm Approved	\$56.99
Frank West	1 Birchwood Raod Residential	Misapplied Payment	-3.09

ON A MOTION MADE BY COMMISSIONER LAVITA SECONDED BY COMMISSIONER ALLAN IT WAS VOTED TO RATIFY THE BILLING ADJUSTMENTS AND CORRECTIONS AS APPROVED BY UTILITY & BUSINESS MANAGER JOSEPH LOBAO AND/OR, TREASURER-COLLECTOR PAMELA MACKENZIE.

**Monthly Report** - The monthly report for November 2014 was reviewed by the Commission.

**Hydrant Winterization**

The annual in-house hydrant winterization program has been completed.

**Charles River Breeding Labs – Fire Protection**

The Commission was informed that it has been brought to the Water Departments attention that there are some discrepancies in the billing for fire protection charges to Charles River Breeding Labs located at 251 Ballardvale Street. The facility manager has been made aware that an investigation of the site will be scheduled. The Commission will be kept informed.

**Industrial Way Booster Station – Deconstruction**

Mr. Lobao updated the Commission members on the deconstruction of the Industrial Way Water Booster Station. The contract has been executed. The Commission will be kept informed as to the projects process.

**Other Business**

Mr. Lobao informed the Commission of a proposal presented by Kinder Morgan/Tennessee Gas to construct a high pressure gas pipe line through the Town of Wilmington. The design shows that the construction of this main would be within close proximity to two drinking water well fields, Browns Crossing and Salem Street. The Commission members concurred that based on the plan presented, they have major concerns relative to the impact this pipe line would have on the Town's water supply.

**Public Comment Period** - None

**Next Meeting**

**The next meeting of the Water & Sewer Commission – February 19, 2015 at 5:00 PM.**

There being no further business a motion to adjourn carries at 6:30 PM.

Respectfully Submitted by:

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Diane P. Forest, Recording Secretary