

MINUTES

City of Norwich, Water Commission

May 15, 2019

Present; Chairman J. Drelich, Comm. D. Wilson, Comm. K. Winans, Comm. G. Baas, Comm. T. Bresina, Comm. J. Kelly

Also Present; E. Pepe

Absent; None

The meeting was opened by Chairman J. Drelich at 6:30 pm

A motion to approve minutes of April 17, 2019 was made by Comm. K. Winans and seconded by Comm. D. Wilson, all Ayes approve as written.

Visitors; None

Correspondence; Letter from Burdette G. Bridge requesting relief on a high water bill

Old Business;

Health and Safety - Comm. K. Winans wanted to re-emphasize the concern for safety discussed at the last meeting and the importance of having PESH perform a safety audit. Supt. Pepe stated that PESH did an unannounced inspection on May 2, 2019. They inspected the water maintainer department. Water maintainers are in charge of the water distribution network. Supt. Pepe stated he learned a lot about what PESH would be looking for in a safety audit and that he will be proactive in bringing other departments up to snuff prior to him requesting a PESH safety audit. He also stated the City recently hired an HR Manager who will be able to help maintain the required records and documentation.

Bulk Water Policy – Supt. Pepe shared a draft bulk water policy for review. The draft policy was read aloud and discussed. Comm. D. Wilson asked if anyone would approve the type of hydrant meter and recommended the city approve. Supt. Pepe stated one of his major concerns was preventing cross contamination from the hauler, so he believes there needs to be a backflow preventer installed. The policy will be updated to include backflow prevention. Comm. D. Wilson made a motion to recommend the policy. Comm. K. Winans seconded, all ayes approved.

Draft SPDES Report for New Filter Plant - Supt. Pepe stated the City received a revised draft permit from DEC with revised limits. The limits were revised back to the original preliminary design limits. Delaware engineering is reviewing and preparing a response.

New Business;

Water Relief – The City received a letter from Burdette G. Bridge requesting relief on a high water bill. The letter was read aloud. In summary, the Owner was out of town, and there was a broken pipe found.

The Water Commission recommended that the homeowner be relieved from the sewer portion of the water bill per the precedent set from previous relief. Supt. Pepe stated that a sewer relief policy was never formally voted on and approved by the Common Council. The Water Commission was under the impression that one had been passed. Since the policy was never formally voted on, and the Common Council is requesting one, then the Water Commission recommended we finalize the policy they worked on last year, and take it to common council for a vote. Supt. Pepe will draft a formal policy and distribute it to the Water Commission for review. In the meantime, the sewage relief for Mr. Bridge should be approved per past precedent.

Superintendents Report;

None

Adjournment; Meeting was adjourned at 8:00 pm