

**UTILITIES COMMISSION MEETING
JANUARY 27, 2014**

Mayor Cerino called the meeting to order at 7:30 p.m. In attendance were Council members Liz Gross, Linda Kuiper, Samuel T. Shoge and Mauritz Stetson, Robert Sipes, Utilities Manager and Jennifer Mulligan, Town Clerk, and guests.

Mayor Cerino asked if there were any additions or corrections to the Utilities Commission meeting minutes of December 16, 2013. **Mr. Stetson moved to approve the minutes as submitted, was seconded by Ms. Kuiper and carried unanimously.**

Mayor Cerino stated that cash on hand and in banks was \$735,493.78.

Mr. Stetson moved to pay the bills as submitted, was seconded by Ms. Gross and carried unanimously.

Mr. Sipes stated that all Town employees now have identification cards and should be able to provide them to homeowners when they need access to a property. He said if there were any questions Town Hall could verify whether a person was an employee or not.

Mr. Sipes stated that a resolution for Grease Traps was passed and went into effect January 1, 2014. He said that all but five (5) businesses have the grease traps installed and four (4) of them were in the process of installation.

Mr. Sipes stated that there was a 24" pipe that sprang a leak at the wastewater treatment plant due to a fitting. He said that there was no spill and the leak was contained in a concrete structure that the pipe ran through and has been repaired. Mr. Sipes stated that the concrete structure was pumped out and cleaned so this did not classify as a "spill", but was a "contained leak".

Mr. Sipes stated that due to the intense cold there were calls from people that their house had no water. He said that vacant properties should have at least minimal heat on at 50° or should winterize an empty house by draining the water lines and pulling the meter. Mr. Sipes stated that anyone with a damaged meter lid should call the Town for a replacement lid so the meter did not freeze.

Mr. Sipes stated that there were a couple instances of blocked sewer lines since the last meeting. He said that people are using "flushable" wipes which was one cause of the blockage. Mr. Sipes said that there is no thing as a "flushable wipe". Wipes and paper towels are not intended to be flushed down the drain. Mr. Sipes stated that plastic bags have also caused blockages and have been pulled out of the system.

Mr. Sipes stated that the second phase of bio-monitoring for the wastewater treatment plant was received back and the Town received a 100% success rate. Mr. Sipes stated

that for testing there were large samples of effluent collected and exposed to species of aquatic organisms that live in the Chester River.

Mr. Sipes stated that there were two (2) major ticket items in the bills this month, as the Bay Fee had to be paid a there was also a loan due to the State Revolving Loan Fund.

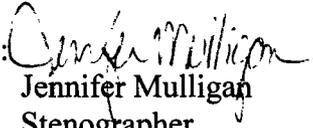
Mr. Sipes stated that Widehall had sustained substantial damage due to a broken sprinkler line on the second floor.

Mr. Shoge asked what caused the leakage problem on Flatland Road. Mr. Sipes stated that was due to plastic bags that someone had put down the sewer.

Ms. Kuiper asked how often the Bay Restoration Fee had to be paid to the State. Mr. Sipes stated that Bay Fee was paid on a quarterly basis.

Mr. Shoge asked about the pavement in the Coventry Farms Subdivision. Mr. Sipes stated that the project had to wait for the machines to roll again and said that there were about seven (7) areas in Town that they would work on when the weather improved. He said that in the meantime the areas were being checked to make sure that large potholes don't form.

There being no further business, Ms. Gross moved to adjourn the meeting at 7:40 p.m., was seconded by Mr. Stetson and carried unanimously.

Submitted by: 
Jennifer Mulligan
Stenographer

Approved by:
Margo G. Bailey
Mayor