



**Board of Commissioners**

*Senator Robert Singer, Chairman*

*Raymond Coles, Vice Chairman*

*Anne Fish, Treasurer*

*Samuel Flancbaum, Assistant Secretary*

*Michael Sernotti, Commissioner*

*Craig Theibault, Alt. Commissioner*

*P. G. Waxman, Commissioner*

**THE LAKEWOOD TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**

**Regular Meeting Minutes**

**October 13, 2015**

- I. Senator Singer opened the meeting at 10:03 A.M. in the Conference Room of the Lakewood Township Municipal Utilities Authority, 390 New Hampshire Avenue, Lakewood, New Jersey.
- II. It was announced that in accordance with Chapter 231, Public Law, adequate notice of this meeting was given and that a notice of this scheduled meeting was filed with the Township Clerk and posted in the Municipal Building in a place accessible to the public and by means of public notices in the Asbury Park Press on February 6, 2015 and The Tri Town News on February 11, 2015.
- III. **Salute to the Flag**
- IV. **Roll Call of Commissioners**  
On the roll call the following Commissioners were present: Mr. Theibault, Mr. S. Flancbaum, Mr. Sernotti, Mr. Coles, Mr. Waxman, Mrs. Fish and Senator Singer. The following professionals and key personnel were present: Mr. Norman Smith, Esq., Mr. Gerwin Bauer, Jr, Auditor, Mr. Justin Flancbaum, Executive Director, Mr. Daniel Rappoccio, CFO, Mr. Paul Morrill, P. E., Mr. Robert Farina, Instrumentation Department Supervisor and Mrs. Nechama Lapa, Secretary.
- V. **Minutes**  
A **motion** to approve the minutes of the Regular Meeting held on September 1, 2015, was made by Mr. Coles and seconded by Mr. Sernotti. On a **voice vote** all members present voted "**Aye**". **Motion carried.**
- VI. **Chief Financial Officer Report**
  1. **Financial Results Review for September 30, 2015**  
The Authorities net position for the period ending September 30, 2015 is approximately \$2.9 Million which is approximately \$889,000.00 ahead of the Year To Date Net Budget through September of \$2.1 Million. The Authority has operating revenues of approximately \$9.5 Million as of September 30, 2015, which is higher than the budget by approximately \$1 Million. This is being driven by the non-recurring connection fees. To date the amount is \$788,000.00. Excluding the non-recurring connection fees the

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390 NEW HAMPSHIRE AVENUE, LAKEWOOD, NEW JERSEY 08701  
PHONE (732) 363-4422 | FAX: (732) 905-0712 | WWW.LAKEWOODMUA.COM

Authority revenue would be ahead of budget by approximately \$258,000.00 through September. The Authority's expenses are \$6.5 Million as of September 30, 2015 and are slightly higher than the Year To Date Expense Budget due to offsetting Items. There is one more month left to go for the current fiscal year which ends October 31<sup>st</sup>. The budget looks very good and it looks like the Authority will be coming in a little ahead of the budget for the year. Senator Singer asked if this is excluding connection fees. Mr. Rappoccio said yes. Senator Singer said that this is because the summer was warm and dry. Senator Singer told Mr. Bauer that when working on the budget the higher revenue because of the dry summer has to be taken into account. Mr. Rappoccio said that he and Mr. Flancbaum looked at the past years usage totals and has seen that as long as the pumping is higher the revenue will also be. Senator Singer said that the Authority will gain from new customers. Mr. Rappoccio said that the capital and operating budget for next year is ninety percent complete. Mr. Rappoccio is working with Mr. Bauer. We will be able to meet with the Budget Committee within the next week to two.

**2. Roll Call to Approve Operating Vouchers**

A **motion** to approve operating vouchers in the amount of \$529,200.16 was made by Mr. Waxman, seconded by Mr. Coles. On a **roll call**, all members present voted "**Yes**". **Motion passed.**

**3. Resolution Accepting Proposal from CWS for Time Tracking Software System**

Mr. Rappoccio requested an approval to enter into a contract with CWS Software. This company will be providing time tracking software. Due diligence was done. The software will track employees time off and overtime. This is an automated tracking system that will take a lot of paperwork out of the process. It has an automated approval process for the supervisors. It is a fairly cost effective program. The cost of this software is based on the amount of employees loaded into the system and currently will cost between \$1,500.00 and \$2,000.00 for the first year. The system is Window based and also can be accessed through an app on the cell phone. This system is compatible with the payroll system. It will take out a lot of redundant paper work that is being done now. Mrs. Lapa read **Resolution #15-96 Awarding Contract For Time Tracking Software System**. Motion was made by Mr. Waxman, seconded by Mr. Coles. On a **voice vote** all members present voted "**Aye**". **Adopted.**

**4. Resolution Authorizing Executive Director and CFO to Approve Utility Bills**

Mr. Rappoccio requested approval of a resolution to authorize the Executive Director or the CFO to approve the Utilities bills for payment when they are received. There is a need for this due to the timing of when the bills are received. Sometime the bills come in right after a meeting therefore getting approved after their due date causing late fee charges. Together with Mr. Flancbaum and Mr. Smith an approval process was worked on. This includes how to check the bills, compare them to the prior month's usage to make sure they are correct and approving them as they come in. Senator Singer said he is okay with it but the bills need to be reaffirmed at the next meeting. Mr. Smith said that a fourteen step protocol was created and the fourteenth step is that it will be placed on the next month's meeting operating voucher list. Mrs. Lapa read **Resolution #15-97 Policy And Procedures For Approval Of Monthly Utility Bills**. Motion was made by Mr. Waxman, seconded by Mrs. Fish. On a **roll call**, all members present voted "**Yes**". **Adopted.**

## VII. Engineer's Report

### 1. RFQ's for Engineering Services for Calendar Year 2016

- Authorization to issue Request for Qualifications

A **motion** authorizing to issue Request for Qualifications for Professional Engineering Services for calendar year 2016 was made by Mr. Coles, seconded by Mr. Waxman. On a **voice vote** all members present voted "**Aye**". **Motion passed.** Senator Singer asked Mr. Morrill to make sure all existing engineering firms are notified. Mr. Morrill said we always do. A notice is sent to them.

### 2. Competitive Contracting for Water Testing Services for Calendar Year 2016

- Authorization to issue Request for Proposals

A **motion** authorizing to issue Request for Proposals for Water Testing Services for calendar year 2016 was made by Mr. Waxman, seconded by Mrs. Fish. On a **voice vote** all members present voted "**Aye**". **Motion passed.**

### 3. Bids for Chemicals and Cold Water Meters for Calendar Year 2016

- Authorization to Bid

A **motion** authorizing to issue a Notice to Bidders for Dry Calcium Hypochlorite for calendar year 2016 was made by Mr. Coles, seconded by Mrs. Fish. Mr. Waxman asked why we are voting on this, this year when it was not voted on in other years. Mr. Morrill responded that in November he asked for authorization to bid. Mr. Waxman said it was a blanket one, it was never voted on separately. Mr. Morrill said that this is the only chemical that did not get a two year contract. Last year all other chemicals got a two year contracts except for this one. On a **voice vote** all members present voted "**Aye**". **Motion passed.**

### 4. Test Wells at Ball Park

- Authorization to Bid

A **motion** authorizing to issue a Notice to Bidders for Test Wells to be built at the Ball Park was made by Mr. Waxman, seconded by Mrs. Fish. On a **voice vote** all members present voted "**Aye**". **Motion passed.**

### 5. Route 88 (33) Unit Development and Community Building

- Resolution Reducing Performance Guarantees

The Performance Guarantees held by the Authority will be reduced by the amounts listed and conditioned on the Authority's letter of October 2, 2015. Mrs. Lapa read **Resolution # 15-98 Resolution Reducing Performance Guarantees.** Motion was made by Mr. Waxman, seconded by Mr. Coles. On a **voice vote**, all members present voted, "**Aye**". **Adopted.**

### 6. Chestnut Street Development

- Resolution Reducing Performance Guarantees

The Performance Guarantees held by the Authority will be reduced by the amounts listed and conditioned on the Authority's letter of October 5, 2015. Mrs. Lapa read **Resolution # 15-99 Reducing Performance Guarantees Water Distribution And Sanitary Sewer Systems Chestnut Street 68 Townhome Subdivision.** Motion was made by Mr. Waxman, seconded by Mrs. Fish. On a **voice vote**, all members present voted, "**Aye**". **Adopted.**

## 7. Woodlake Sanitary Sewer Improvements Phase 2

- Resolution Releasing Retainage, Releasing Performance Guarantees & Accepting Maintenance Guarantees

This is conditioned on the Authority's attorney review of the Maintenance Bond and contractor addressing punch list items. Mrs. Lapa read **Resolution # 15-100 Release Of Performance Guarantees Retainage And Accepting Maintenance Guarantees Woodlake Sanitary Sewer System Improvements Phase 2**. Motion was made by Mr. Waxman, seconded by Mrs. Fish. On a **voice vote**, all members present voted, "**Aye**". **Adopted**.

## 8. Magnolia I

- Resolution Granting Conceptual Approval

This is a seven lot subdivision on Cedar Bridge Avenue. The Conceptual Approval will be conditioned upon the review letter from T&M Associates dated September 2, 2015. Mrs. Lapa read **Resolution # 15-101 Water And Sanitary Sewer System Grant Of Conceptual Approval Magnolia I Subdivision**. Senator Singer asked the name of the developer of this project. Mr. Flanbaum said it is Noah Gordon. It is an add-on to the development next door, Shenandoah Manor. Motion was made by Mr. Waxman, seconded by Mrs. Fish. On a **voice vote**, all members present voted, "**Aye**". **Adopted**.

## 9. Lanes Mill Road 22 Unit Subdivision

- Resolution Granting Conceptual Approval

For the record Mr. Waxman and Mr. Sernotti will not be voting on this item. The Conceptual Approval will be conditioned on the review letter from T&M Associates dated September 28, 2015. Senator Singer asked who the developer is. Mr. Flanbaum said it is Mr. Mansour of ARM Construction. Mrs. Lapa read **Resolution # 15-102 Water And Sanitary Sewer System Grant Of Conceptual Approval Lanes Mill Road 22 Unit Subdivision**. Motion was made by Mr. Coles, seconded by Mrs. Fish. On a **roll call**, Mr. Coles, Mrs. Fish and Senator Singer voted "**Yes**". Mr. Sernotti and Mr. Waxman abstained. **Adopted**.

## 10. Dr. Szold Way 3 Lot Subdivision

- Resolution Granting Conceptual, Technical, and Final Approval

The Conceptual, Technical and Final Approval will be conditioned on the T&M Associates letter dated October 5, 2015. The reason that all three approvals are being done at once is because there are no water or sewer extensions, all the facilities already exist. Mrs. Lapa read **Resolution # 15-103 Water And Sanitary Sewer System Grant Of Conceptual, Technical And Final Approval Dr. Szold Way 3 Lot Subdivision**. Motion was made by Mr. Coles, seconded by Mr. Waxman. On a **voice vote**, all members present voted, "**Aye**". **Adopted**.

## 11. Perma Pure

- Resolution Granting Technical Approval

The Technical Approval will be conditioned upon the Hatch Mott MacDonald letter of October 5, 2015. Mrs. Lapa read **Resolution # 15-104 Grant Of Technical Approval Perma Pure LLC**. Motion was made by Mr. Waxman, seconded by Mrs. Fish. On a **voice vote**, all members present voted, "**Aye**". **Adopted**.

## 12. East County Line Road 4 Lot Subdivision

- Resolution Granting Technical Approval

The Technical Approval will be conditioned on the GTS review letter dated September 25, 2015. Mrs. Lapa read **Resolution # 15-105 Water And Sanitary Sewer System Grant Of Technical Approval East County Line Road 4 Lot Subdivision**. Motion was made by Mr. Waxman, seconded by Mr. Coles. On a **voice vote**, all members present voted, "**Aye**". **Adopted**.

## 13. Well 9 Emergency Repair

- Resolution Declaring Emergency

The emergency repair already took place in July 2015. A resolution is needed to declare the State of Emergency. Mr. Smith said that this happened in July and it was fixed in July but it is being ratified as an Emergency Resolution. The amounts are below the threshold. Mrs. Lapa read **Resolution # 15-106 Declaring Emergency Repair Well No. 9 Shorrocks Street Well Field**. Motion was made by Mr. Sernotti, seconded by Mr. Coles. On a **voice vote**, all members present voted, "**Aye**". **Adopted**.

## 14. Abandonment of the Woodlake Pump Station

- Resolution Awarding Professional Services Change Order #1

This is also known as Route 88 Sanitary Sewer. This is a Change Order for Van Cleef Associates in the amount of \$13,628.36. This is associated with the JCP&L easement onto the Maaco property with the sewer line location. Mrs. Lapa read **Resolution #15-107 Authorizing Change Order No. 1 Woodlake Pump Station Abandonment**. Motion was made by Mr. Waxman, seconded by Mrs. Fish. On a **voice vote** all members present voted "**Aye**". **Adopted**.

## 15. Connection Fees 2016

- Resolution Awarding Professional Services Contract

This contract is for Hatch Mott MacDonald to prepare the recommendations for the Authority's Connection Fees for 2016 at a cost not to exceed \$2,200.00. Two years ago the contract was for \$2,000.00. It has gone up just \$200.00. Mr. Waxman thought that the accountant takes care of this. Senator Singer said an engineer is needed to verify. Mr. Smith said it is a joint activity. Mrs. Lapa read **Resolution #15-108 Awarding Professional Services Contract Without Public Bidding Pursuant To N.J.S.A. 40A:11-4.1, Et Seq**. Motion was made by Mr. Waxman, seconded by Mr. Coles. On a **voice vote** all members present voted "**Aye**". **Adopted**.

## 16. Evaluation of Shorrocks Street Water Treatment Plant & Well Field

- Resolution Awarding Professional Services Contract

The contract is for CME Associates in the amount of \$33,200.00. Mrs. Lapa read **Resolution #15-109 Awarding Professional Services Contract Without Public Bidding Pursuant To N.J.S.A. 40A:11-4.1, Et Seq**. Motion was made by Mr. Waxman, seconded by Mrs. Fish. On a **voice vote** all members present voted "**Aye**". **Adopted**.

## 17. Airport Road Water Storage Tank Remediation

- Resolution Awarding Contract

Two bids were received. The amount of one was \$82,600.00 and the second was \$148,000.00. Mr. Morrill recommends the contract should be awarded to the low bidder in the amount of \$70,600.00. The reason for the lower amount is that the fence

remediation will be removed from the contract. It was found that it can be done for substantially less money. Mrs. Lapa read **Resolution #15-110 Awarding Contract Airport Road Water Storage Tank Remediation**. Motion was made by Mr. Coles, seconded by Mr. Waxman. On a **roll call**, all members present voted **“Yes”**. **Adopted**. Senator Singer asked Mr. Smith if the suit is still on for the bonding company. Mr. Smith said yes, it is.

#### **18. Shorrock Street Water Treatment Plant Filter Media Change**

- Resolution Awarding Professional Services Contract (For Filter Media Purchase)
- Resolution Awarding Contract for Filter Media Purchase
- Authorization to Bid Filter Media Change

The first resolution is to award a professional services contract in the amount of \$3,500.00 to go out to bid for the filter media itself. Senator Singer asked if the filters are being changed. Mr. Morrill said the filter media is being changed from Greensand to Greensand Plus. As a result of this change two chemicals will be eliminated. Mrs. Lapa read **Resolution #15-111 Awarding Professional Services Contract Without Public Bidding Pursuant To N.J.S.A. 40A:11-4.1, Et Seq**. Motion was made by Mr. Sernotti, seconded by Mrs. Fish. On a **voice vote** all members present voted **“Aye”**. **Adopted**.

The second resolution is awarding the contract for the purchase of the filter media. Two bids were received. One was from Hungerford and Terry in the amount of \$132,000.00. The second bid was from A.C. Schultes in the amount of \$148,418.00. Mr. Morrill recommends awarding the contract to Hungerford and Terry. Mrs. Lapa read **Resolution #15-112 Awarding Contract For Shorrock Street Water Treatment Plant Filter Media Change**. Motion was made by Mr. Coles, seconded by Mr. Waxman. On a **roll call**, all members present voted **“Yes”**. **Adopted**.

Authorization to Bid is needed for getting a contractor to actually do the filter media change, to take out the old media and put in the new media. A **motion** authorizing to issue a Notice to Bidders for Filter Media Change was made by Mr. Waxman, seconded by Mr. Coles. On a **voice vote** all members present voted **“Aye”**. **Motion passed**.

#### **19. Flushing Hydrant Installations**

- Resolution Awarding Contract

There are several areas that have dead end mains. There are approximately eight hydrants that are to be installed to allow the Authority to flush these dead end lines. One bid was received for \$109,000.00. The engineer’s estimate was for \$150,000.00. Senator Singer asked which engineer gave the estimate. Mr. Morrill said it was Owen Little and Associates. Mrs. Lapa read **Resolution #15-113 Awarding Contract For The Installation Of Flushing Hydrants**. Senator Singer asked who won the bid. Mr. Morrill said it was DSC Construction. Senator Singer asked if he knows them. Mr. Morrill said yes. Motion was made by Mr. Coles, seconded by Mr. Sernotti. On a **voice vote** all members present voted **“Aye”**. **Adopted**.

Mr. Morrill added on one more item to his agenda.

#### **20. Water Valve Repairs**

- Resolution Awarding Professional Services Contract

This contract is being award to Owen Little and Associates. The Authority is trying to standardize the contracts for sanitary sewer repair and fire hydrant installation and now

for water valve repair. The Authority would like standard specifications made up. The proposal is in the amount of \$9,000.00. Mrs. Lapa read **Resolution #15-114 Awarding Professional Services Contract Without Public Bidding Pursuant To N.J.S.A. 40A:11-4.1, Et Seq.** Motion was made by Mr. Waxman, seconded by Mr. Coles. On a **voice vote** all members present voted “**Aye**”. **Adopted.**

#### **VIII. Attorney's Report**

**New Jersey Business Systems Litigation** – Mr. Smith said ten days of depositions have to be scheduled. Mr. Smith has to take depositions from New Jersey Business Systems employees and their attorney has to take depositions from the Authority's employees and expert. The attorney that has been on the case has left the firm. Another attorney, Ms. Susan Swatski, has taken his place. Mr. Smith has been going over the file with her. The first thing being taken care of was establishing dates for the depositions, which was not being taken care of with previous attorney. Next item, Ms. Swatski is coming today at Noon to the Authority for a tour. On the tour she will be shown each of the items that the Authority is concerned about. She would like to see them herself. Ms. Swatski has given an offer of \$150,000.00. Better than the previous offer of \$25,000.00. Senator Singer said this can be discussed in closed session.

Mr. Smith said he is still working on the Airport Road Water Storage Tank bonding company suit.

#### **IX. Executive Director's Report**

##### **1. HomeServe**

Mr. Flancbaum met with a company called HomeServe. They offer water and sewer service line protection to homeowners. Most homeowners are unaware that the water and sewer lines from the curb to their house are their own responsibility. HomeServe offers a protection plan. They do business with the Jackson MUA, Landis Sewerage Authority, United Water, Aqua and private companies also. New Jersey American Water Company has this type of plan but they do it on their own. HomeServe charge the homeowner \$10.49 per month for sewer lines and \$5.49 per month for water lines. Senator Singer said it is pricey. Mr. Flancbaum said it is in line with what New Jersey American Water Company charge for their service. Senator Singer said it is around \$180 per year. The way this plan is marketed is that if a repair has to be made on a water and sewer service line typically the repairs run in the thousands of dollars. It is a protection plan they offer. Senator Singer asked if the Authority collects the money. Mr. Flancbaum responded that they collect the money and they give ten percent of the revenue back to the utility company. Mr. Waxman asked why this company cannot market the customers directly. Senator Singer said they want the endorsement from the Authority to give it legitimacy as opposed to another piece of junk mail. Senator Singer asked Mr. Smith if there is a problem doing this. Mr. Smith said he does not think so. Mr. Flancbaum said that the Authority has not seen a formal contract. Mr. Waxman questioned the Authority backing something like this. Mr. Smith said he did express to Mr. Flancbaum certain reservations. Senator Singer said this can be discussed in closed session.

##### **2. Resolution Awarding Contract to Caltech Systems for ongoing SCADA Systems Installations, Programming, and Support**

At this time it is felt that that another twelve month contract is not necessary. The internal staff has assumed more and more daily responsibilities including programming of the SCADA System. The contract for Mr. Calabrese should be renewed for a six month period at \$8,000.00 a month for a total of \$48,000.00. This is the same monthly amount he has been paid previously. The Authority still needs his services for six months. After the six months if needed, he will be kept on a month to month basis. Mrs. Lapa read **Resolution # 15-115 Awarding Contract Without Public Bidding For The Support And Maintenance Of Proprietary Computer Hard Drive And Software.** Motion was made by Mr. Waxman, seconded by Mrs. Fish. On **voice vote**, all members present voted, "**Aye**". **Adopted.**

**3. Resolution Awarding Contract to Hatch Mott MacDonald for Professional Engineering Services**

Two proposals were received to fabricate and install enclosures for the existing openings on the backwash tanks at the New Hampshire Avenue Complex. The lowest price was for \$13,996.00. The Authority would like to award the contract to the lowest proposer but the contractor is reluctant to sign our indemnification agreement required by the JIF unless the Authority has a plan signed and sealed by an engineer. The Authority asked the lowest proposer to get a quote. The quote that they got was for \$5,280.00, which we thought was high. The Authority solicited Hatch Matt MacDonald for a proposal and they quoted \$3,500.00. Hatch Mott MacDonald will review and certify his plans. The Authority will pay the \$3,500.00. Mrs. Lapa read **Resolution #15-116 Awarding Professional Services Contract Without Public Bidding Pursuant To N.J.S.A. 40A:11-4.1, Et Seq.** Motion was made by Mr. Waxman, seconded by Mrs. Fish. On a **roll call** all members present voted "**Yes**". **Adopted.**

**4. Resolution Approving Change Order # (2) 3 to Ceragon Networks, Inc.**

For the record there is a correction. This is actually Change Order No. 3 and not No. 2. That was a typo.

There are three separate requests that are going to be incorporated into the Change Order. The first request is for \$4,476.00 to fabricate custom magnetic mounts for the antenna on the New Hampshire Avenue tank. This was due to faulty work by New Jersey Business Systems. What was installed is being replaced with a magnetic mount that will just be placed on tank and not welded. The second request is for \$5,004.00 for work requested by the Zoning Board Engineer for the tower on Shorrock Street. Mr. Waxman asked what was requested. Mr. Flancbaum said they required that the Authority provide them with aerials of the entire area and drawings and specifications of the tower. Mr. Smith said this is part of the application. Senator Singer said next time talk to the Commissioners first. The Authority did not have to do them. The Zoning Board wanted the Authority to put up a bond. The Authority had to fight that. The Zoning Board did not understand that this is just a courtesy to let them know. This is not the Authority's money. Senator Singer he would like to have a letter sent to find out who looked at it and studied it to see if it okay. Mr. Flancbaum said the third request is for \$19,356.00 for modifications to the foundation of the tower. A geotechnical study was done on the soils in the area and based on the findings of the report the foundation will have to be different from what was originally anticipated. Mr. Waxman wanted to know whose fault this was. Mr. Flancbaum said the proposal had a price based on standard assumptions. The proposal said that they will do a geotechnical report and if the

findings come back different for the foundation then they will let us know. Also, the tower size increased from one hundred feet to one hundred and twenty feet. That is based on the balloon study that done. Mrs. Lapa read **Resolution #15-117 Authorizing Change Order No. 3 Wireless WAN Modification**. Motion was made by Mr. Waxman, seconded by Mr. Coles. On **voice vote**, all members present voted, "**Aye**". **Adopted**.

**5. Certificates of Compliance with the Lakewood Township Construction Department Update**

Mr. Flancabaum would like to let the Commissioners know that the Certificate of Compliance program with the Lakewood Township Building Department has been going extremely well and they have been extremely cooperative with the Authority to ensure that a certificate of occupancy will not be issued without the Authority's approval. Mr. Flancabaum would like to thank the Building Department for working with the Authority. Mr. Waxman wanted to know what happened with the past problems. Mr. Flancabaum said that some past problems have been worked out and some have not been worked out yet. Mr. Waxman said they should not be ignored and wanted to know if they are being worked on. Mr. Flancabaum said they are absolutely not being ignored.

Senator Singer asked for an update for next meeting on the status of outstanding applications.

**X. Instrumentation/IT Department Report**

**1. Well #15 and Shorrock Street SCADA Equipment Conversion Progress**

Well No. 15 conversion from Bristol Babcock to GE is the last well and remote site to have been completed. This enables to be focused on the remaining conversion of equipment at the Shorrock Street Water Treatment Plant.

**2. Well #17 Re-Charge Capabilities Update**

Well No. 17 has had all of its equipment purchased, installed and tested and is awaiting chemical delivery in order to be ready for the initial Fall season re-charge activity.

**3. Future Pine Street Wells Update**

The design work for the new Pines Street Wells is moving forward facilitating our engineering consultants, T&M Associates with specifications and requirements having to do with the equipment and housing of such at these sites.

**4. Radio/Antenna's Update**

Radio and antenna's continue to perform well except from time to time when we experience alignment issues with the radio that is temporarily mounted on the wooden pole at Shorrock Street. This will be mitigated upon the installation of the permanent radio tower.

**5. Wells No. 1 and No. 3 Update**

The switchgear equipment submittals as it pertains to Wells No.1 and No. 3 are being closely monitored to make certain the contractor deliver the Authority exactly what it requests and needs. There has been some discrepancy and Mr. Farina is keeping on top of it.

- IT Status Report**
- 6. CMMS Update**  
The computerized maintenance management system is continuing to grow and integrate into our operation very well.
- 7. Vehicle GPS Update**  
The Vehicle GPS is starting to give tangible information as Mr. Farina now receives daily reports on the two test vehicles. This enables to view vehicle speeds, idling and position. We are now working to expand the system in order for it to deliver basic vehicle maintenance informational alerts. In addition, the rest of the fleet will be scheduled to be outfitted with the GPS capabilities.
- 8. Security Systems Progress**  
We are awaiting adjustments to be made to the contract by our Security contractor in order for them to be in compliance with our attorneys' recommendations. Then the Authority can move forward with the remainder of switching monitoring services over to the new company and to complete the remainder of security installations at the respective remote sites.
- XI. Commissioners' Report**
- XII. MEETING OPEN TO THE PUBLIC**  
There was no response from the public.
- XIII. MEETING CLOSED TO THE PUBLIC**
- XIV. CLOSED SESSION**  
The meeting went into closed session for pending or anticipated litigation or contract negotiations at 10:45 A.M. Mrs. Lapa read **Resolution #15-118 To Go Into Closed Session**. Motion was made by Mr. Waxman, seconded by Mrs. Fish. On a **voice vote** all members present voted "**Aye**". **Adopted**.
- XV. OPEN SESSION**  
A motion was made by Mr. Waxman, seconded by Mr. Coles at 11:00 A.M. to go back into open session. On a **voice vote** all members present voted "**Aye**". **Motion carried**. Senator Singer said that contract negotiations were discussed.
- XVI. ADJOURNMENT**  
**A motion** was made by Mr. Coles, seconded by Mr. Waxman to adjourn meeting. On a **voice vote**, all members present voted, "**Aye**". The meeting was adjourned at 11:01 A.M.

Respectfully submitted,

Nechama Lapa,  
Secretary, LTMUA