



**PUBLIC UTILITIES COMMISSION**  
Bethel Municipal Center, 1 School Street  
Bethel, Connecticut 06801 Telephone: (203) 794-8501

**SPECIAL MEETING**

Wednesday, January 20, 2016

3:00 p.m.

C.J. Hurgin Municipal Center – Meeting Room “A”

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TOWN OF BETHEL  
TOWN CLERK

**Present:** First Selectman Knickerbocker, Selectman Richard Straiton, Selectman Paul Szatkowski and Commissioner Valenti. Also in attendance were, Town Attorney Martin Lawlor, Public Works Director Douglas Arndt, Comptroller Kozlowski, Utility Supervisor Kelly Curtis and Wright-Pierce Senior Project Manager Mariusz Jedrychowski, PE

**Absent:** Commissioner Gribbin

**Call to Order:** First Selectman Knickerbocker called the Special Meeting to order at 3:04 p.m. and led the Pledge of Allegiance.

**Public Input:** None

**Correspondence:** None.

**New Business:**

- **Approval of Eureka Lake Owner’s Representative Invoice**

First Selectman Knickerbocker proposed approving Mr. Neller’s Invoice #4 for payment and then open a discussion how to proceed going forward.

*First Selectman Knickerbocker made a motion, which was seconded by Commissioner Valenti, to approve payment of Rick Neller Invoice #4, dated December 1, 2015, in the amount of \$5,395.00. Vote, All in Favor, Motion Approved.*

Director Arndt distributed a breakdown for Mr. Neller’s Invoice #4. Commissioner Valenti had questions on Mr. Neller’s insurance coverage. Director Arndt reported Mr. Neller is covered under the General Contractor, Damato, insurance. Town Attorney Lawlor reviewed the insurance document that Director Arndt distributed and suggested that in the future the Town of Bethel be named as additionally insured for future contracts. Attorney Lawlor also gave an update on the proposal Mr. Neller submitted and on the research performed in regards to the Commissions questions from the last PUC meeting regarding this issue. Director Arndt distributed Mr. Neller’s resume for the Commission’s review. Mr. Jedrychowski assured the Commission that Wright-Pierce and Mr. Neller’s services won’t overlap.

*First Selectman Knickerbocker made a motion, which was seconded by Commissioner Valenti, to continue to employ Mr. Neller as the Eureka Lake Water Storage Tank's Owner's Representative. Vote, Motion Approved. Selectman Szatkowski abstained.*

- **Approval of Selected Asset Management Software**

Director Arndt distributed a handout on the Infrastructure Asset Management Systems evaluated by the Department of Public Works, Finance Department and the IT Department. Elements XS3 by Novotx was selected as the best program to meet the needs of the Utility Department. Discussion ensued. Attorney Lawlor requested the Agreement state that expansion of other Town Departments be included in the cost.

*First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to approve Novotx for the Asset Management Software pending review by the Town's IT Department and Town Counsel. Vote, All in Favor, Motion Approved.*

- **Update on the Sewer Allocation Program**

Mr. Jedrychowski reported a meeting was held with Wright-Pierce, Town Attorney Lawlor and Director Arndt to review the Sewer Allocation Program. A presentation will be held at the next PUC meeting on February 1, 2016.

- **Update of 49 Taylor Avenue**

Director Arndt gave the Commission an update on the 49 Taylor Avenue project. It is still under discussion and review at this time.

**Adjourn:** *As there was no further business on the agenda, First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski, to adjourn the meeting at 3:45 p.m. Vote: All in Favor, Motion Unanimously Approved.*

*Respectfully submitted,*



*Kathy Galbis, Recording Secretary*