



HMUA MINUTES

ANNUAL
MEETING OF

FEBRUARY 11, 2020

ADMINISTRATION BUILDING
424 Hurley Drive
Hackettstown, NJ



ANNUAL MEETING FEBRUARY 11, 2020

JACOB GARABED ADMINISTRATION BUILDING

The meeting was called to order by Chairperson Kuster at 7:01 P.M.

Executive Director Corcoran acknowledged receipt of the resolution adopted by the Town of Hackettstown appointing William L. Harper, Jr. to the Authority for a term of office expiring on February 1, 2025.

Roll call indicated the following members in attendance: Kuster, Jerry DiMaio, Harper and Kunz.

Also attending: Pete Paftinos, Counselor Zaiter, Engineer David Klemm, Executive Director Corcoran, Deputy Director Biank and Recording Secretary Palma.

Chairperson Kuster announced that adequate notice of this meeting has been given to the area press and the Town of Hackettstown, and the meeting shall be convened and conducted in accord with the requirements of the Open Public Meetings Act.

Chairperson Kuster led a salute of the United States Flag.

Chairperson Kuster indicated approval of the January 14th Regular Meeting to be the next agenda item. A motion to approve the minutes was made by Jerry DiMaio, being seconded by Harper.

Ayes: Kuster, Jerry DiMaio and Harper voting yea, and Kunz abstaining.

Chairperson Kuster indicated that the election of officers for the ensuing year would be the next order of business and appointed Counselor Zaiter as Acting Chairperson to conduct the election.

John DiMaio entered the meeting at 7:05 PM.

Upon hearing the request for nominations for the office of Chairperson for the Board Year 2020/2021, Harper nominated Kuster. Kunz seconded the nomination. No further nominations were received. There being only one nomination, Kuster was elected as Chairperson.

Ayes: Kuster, Jerry DiMaio, John DiMaio, Harper and Kunz voting yea.

Chairperson Kuster then declared nominations for the office of Vice Chairperson to be in order. Harper nominated Jerry DiMaio. John DiMaio seconded the nomination. No further nominations were received. There being only one nomination, Jerry DiMaio was elected as Vice Chairperson.

Ayes: Kuster, Jerry DiMaio, John DiMaio, Harper and Kunz voting yea.

Chairperson Kuster stated the next agenda item was discussion and possible action to appoint the Risk Management Consultant.

After a brief discussion, the following Resolution #20-3449 was proposed by Jerry DiMaio who moved its adoption:



Resolution #20-3449

WHEREAS, the Hackettstown Municipal Utilities Authority has previously joined the New Jersey Utility Authorities Joint Insurance Fund, following a detailed analysis; and,

WHEREAS, the bylaws of said Fund requires that each Authority appoint a Risk Management Consultant to perform various professional services as detailed in the bylaws; and,

WHEREAS, the Authority has negotiated a reduced fee in the amount of \$4,000, which represents reasonable compensation for the services required; and,

NOW, THEREFORE, be it resolved, the Hackettstown Municipal Utilities Authority does hereby appoint Otterstedt Insurance Agency as its Risk Management Consultant in accordance with the Fund's bylaws; therefore,

BE IT FURTHER RESOLVED, that the Governing Body hereby authorizes and directs the execution of the Risk Management Consultant's Agreement annexed hereto and to cause a notice of this decision to be published according to NJSA 40A:-11-5 (1) (a) (i).

This Resolution was seconded by John DiMaio and upon roll call vote carried:

Ayes: Kuster, Jerry DiMaio, John DiMaio, Harper and Kunz voting yea.

Chairperson Kuster then indicated that appointments of Authority professionals be the next several agenda items.

After a brief discussion, the following Resolution #20-3450 was proposed by Kunz who moved its adoption.

Resolution #20-3450

WHEREAS, the Town of Hackettstown Municipal Utilities Authority has a need to retain professional services of an Auditor as a non-fair and open contract pursuant to the provision of N.J.S.A. 19:44A-20.5; and,

WHEREAS, pursuant to N.J.S.A. 40:A-11-5, professional services for the Authority may be retained without public bidding; therefore,

BE IT RESOLVED, by the Board Members of the Town of Hackettstown Municipal Utilities Authority as follows:

- 1- That the appointment of Wielkotz & Company as the Authority's Auditor and retaining them to perform audits and other support services in accordance with their January 13, 2020 proposal is herewith authorized without public bidding.
- 2- The term of said appointment shall be to February 09, 2021, or until their successor has been appointed and qualified.
- 3- That the Executive Director of the Authority is hereby authorized and directed to publish this Resolution in the Star-Gazette pursuant to N.J.S.A. 40:11-2.

This Resolution was seconded by Jerry DiMaio and upon roll call vote carried:



Ayes: Kuster, Jerry DiMaio, John DiMaio, Harper and Kunz voting yea.

The next agenda item was the discussion and possible action to appoint the Authority's Counselor.

The following Resolution #20-3451 was proposed by Harper who moved its adoption:

Resolution #20-3451

WHEREAS, the Town of Hackettstown Municipal Utilities Authority has a need to retain professional services of a Counselor as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and,

WHEREAS, pursuant to N.J.S.A. 40:A-11-5, professional services for the Authority may be retained without public bidding; therefore,

BE IT RESOLVED, by the Board Members of the Town of Hackettstown Municipal Utilities Authority as follows:

- 1- That the appointment of the firm Broschious, Fischer & Zaiter as the Authority's Counselor and retaining them to render legal services to the Authority in accordance with their proposal dated January 13, 2020 is herewith authorized without public bidding.
- 2- The term of said appointment shall be to February 09, 2021, or until their successor has been appointed and qualified.
- 3- That the Executive Director of the Authority is hereby authorized and directed to publish this Resolution in the Star-Gazette pursuant to N.J.S.A. 40:11-2.

This Resolution was seconded by Jerry DiMaio and upon roll call vote carried:

Ayes: Kuster, Jerry DiMaio, John DiMaio, Harper and Kunz voting yea.

The next item was the discussion and possible action to appoint the Authority's Consulting Engineer as noted by Chairperson Kuster.

The following Resolution #20-3452 was proposed by John DiMaio who moved its adoption:

Resolution #20-3452

WHEREAS, the Town of Hackettstown Municipal Utilities Authority has a need to retain professional services of a Consulting Engineer as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and,

WHEREAS, pursuant to N.J.S.A. 40:A-11-5, professional services for the Authority may be retained without public bidding; therefore,

BE IT RESOLVED, by the Board Members of the Town of Hackettstown Municipal Utilities Authority as follows:

- 1- That the appointment of Mott MacDonald as the Authority's Consulting Engineer and retaining them to render engineering service to the Authority in accordance with their proposal dated January 30, 2020 is herewith authorized without public bidding.



2- The term of said appointment shall be to February 09, 2021 or until their successor has been appointed and qualified.

3- That the Executive Director of the Authority is hereby authorized and directed to publish this Resolution in the Star-Gazette pursuant to N.J.S.A. 40:11-2.

The Resolution was seconded by Kunz and upon roll call vote carried:

Ayes; Kuster, Jerry DiMiao, John DiMaio, Harper and Kunz voting yea.

Chairperson Kuster stated the next agenda item was discussion and possible action to appoint the Executive Director, Secretary and Treasurer.

The following Resolution #20-3453 was proposed by Jerry DiMaio who moved its adoption:

Resolution #20-3453

WHEREAS, N.J.S.A. 40:14b-18 provides that the positions of Executive Director, Secretary and Treasurer of a Municipal Utilities Authority are appointed positions; and,

WHEREAS, the members of the Authority are desirous of appointing Kathleen Corcoran to fill the positions of Executive Director, Secretary and Treasurer; therefore,

BE IT RESOLVED, that Kathleen Corcoran is hereby appointed Executive Director, Secretary and Treasurer of the Town of Hackettstown Municipal Utilities Authority; and,

BE IT FURTHER RESOLVED that the term of said appointment shall be to February 09, 2021 or until her successor has been appointed and qualified.

This Resolution was seconded by Harper and upon roll call vote carried:

Ayes: Kuster, Jerry DiMaio, John DiMaio, Harper and Kunz voting yea.

Chairperson Kuster opened the meeting to public participation and noted that there were members of the public present.

Pete Paftinos of the Moudro Corporation approached the Board and thanked them for their time. He began by stating he would like them to reconsider their decision regarding the connection fees for the Residences at Bilby Road project. He stated that he feels the Authority is unfairly charging him higher connection fees since his application for final approval was submitted prior to the rate change. He stated that he submitted the application back in March 2019 and never heard anything until October at which time he was told the application was rejected as incomplete. He handed out a time line related to the application.

Executive Director Corcoran explained that many items on the application check list were not included with the application forms, including: preliminary planning board approval for this project, performance bond, the required State of New Jersey permits, connection fees (water & sewer), and the service agreement. HMUA was waiting until Moudro obtained the required planning board approval and submitted the required documents as per the final approval application checklist. These deficiencies deemed the application as incomplete. Once a new tentative approval application was submitted in October 2019 with all required components for



tentative approval, that tentative approval application was accepted as complete, and the final approval application from March 2019 was rejected as incomplete.

The Board expressed their concerns with regards to Pete's comment that he is being treated unfairly. They explained that the Authority has Rules and Regulations that must be followed in order to maintain fairness to everyone.

Counselor Zaiter stated that the Board currently has no final approval application before them to consider.

Pete thanked the Board and then exited the meeting.

At this point, it was suggested that the Board convene into Executive Session.

Chairperson Kuster stated he would entertain a motion to convene into Executive Session. Resolution #20-3454 was proposed by Kunz who moved its adoption. The motion to convene into Executive Session was seconded by Jerry DiMaio.

Ayes: Kuster, Jerry DiMaio, John DiMaio, Harper and Kunz.

Resolution #20-3454

BE IT RESOLVED, on this 11th day of February 2020 by the Hackettstown Municipal Utilities Authority and pursuant to N.J.S.A. 10:4-1 et. seq., the Authority shall discuss Attorney Client Communications and Potential Litigation in Executive Session.

It is not possible, at this time, for the Authority to determine when and under what circumstances the above referenced item, which is to be discussed in Executive Session, can be publicly disclosed.

THEREFORE, BE IT RESOLVED, on this 11th day of February 2020 by the Hackettstown Municipal Utilities Authority that the matters, as noted above, will be discussed in Executive Session, said session commencing at 7:30 PM.

Kunz moved to end Executive Session and re-enter Regular Session, said motion being seconded by Jerry DiMaio and all indicating approval at 8:25 PM. No formal action was taken during Executive Session.

Chairperson Kuster stated the next agenda item was discussion and possible action regarding any project change orders. Executive Director Corcoran stated that there were no project change orders.

Chairperson Kuster stated that Resolutions pertaining to financial transactions were the next order of business.

The following Resolution #20-3455 was proposed by John DiMaio who moved its adoption:

Resolution #20-3455

BE IT RESOLVED, that the following Operations Expense Requisitions be formally approved:

Dated:	January 03, 2020	OEA-1175	SL-03	\$ 89,344.50
Dated:	January 17, 2020	OEA-1176	SL-04	\$185,464.64



Dated: January 31, 2020 OEA-1177 SL-05 \$109,666.52
 Total \$384,475.66

This Resolution was seconded by Harper and upon roll call vote carried:
 Ayes: Kuster, Jerry DiMaio, John DiMaio, Harper and Kunz voting yea.

The following Resolution #20-3456 was proposed by Harper who moved its adoption:

Resolution #20-3456

BE IT RESOLVED, that the following Renewal and Replacement Fund Requisition #RR-266 be formally approved:

REQUISITION #RR-266

North/East Tech Sales, Inc.	Vega WL61	\$ 1,481.00
Suburban Consulting	Contract 47W	<u>1,522.50</u>
	Total	\$ 3,003.50

The Resolution was seconded by Jerry DiMaio and upon roll call vote carried:

Ayes: Kuster, Jerry DiMaio, John DiMaio, Harper and Kunz voting yea.

The following Resolution #20-3457 was proposed by Jerry DiMaio, who moved its adoption:

Resolution #20-3457

BE IT RESOLVED, that the following Escrow Subaccount Requisition #ESR-297 be formally approved:

REQUISITION #ESR-297

Mott MacDonald	Residences at Bilby Rd	\$ 2,001.00
	Total	\$ <u>2,001.00</u>

The Resolution was seconded by Jerry DiMaio and upon roll call vote carried:

Ayes: Kuster, Jerry DiMaio, John DiMaio, Harper and Kunz voting yea.

Chairperson Kuster stated the next agenda item was discussion and possible action to award contract #49W Spoils Disposal Contract. Director Corcoran explained that the bids were significantly higher than the engineer's estimate, but funds can be moved from other budgeted capital line items to cover the difference.

The following Resolution #20-3458 was proposed by Kunz who moved its adoption.

Resolution #20-3458

WHEREAS, subsequent to the proper advertisement, three (3) sealed bids for Contract No. 49W Spoils Disposal were received and read aloud at a public bid opening on January 30, 2020 at 11:00 AM at the HMUA Jacob Garabed Administrative Building; and,

WHEREAS, it has been determined that the lowest responsible bid was received from ADR Environmental, LLP of Branchville, NJ with an anticipated value of \$250,350.00; therefore,



BE IT RESOLVED, that the bid for Contract No. 49W be awarded to ADR Environmental, LLP, of Branchville, NJ and the Executive Director is hereby authorized to execute the necessary contract documents.

This Resolution was seconded by John DiMaio and upon roll call vote carried:

Ayes: Kuster, Jerry DiMaio, John DiMaio, Harper and Kunz.

Chairperson Kuster stated that the next agenda item was discussion and possible action to hire a contractor to replace slide gates and mud valves at the WPCP UV basin.

Frank explained that the Authority purchased the equipment and has obtained three (3) quotes to replace and the slide gates and mud valves for the UV basin. He stated to cost was under the bid threshold and recommend the contract be awarded to the lowest responsible and responsive bidder, Scafar Contracting.

The following Resolution #20-3459 was proposed by Jerry DiMaio who moved its adoption.

Resolution #20-3459

WHEREAS, it has been determined that the lowest responsible quote was received from Scafar Contracting of Cedar Knolls, NJ in the amount of \$37,200.00, therefore,

BE IT RESOLVED, the contact for the UV Slide Gate and Mud Valve Replacement be awarded to Scafar Contracting of Cedar Knolls, NJ and the Executive Director is hereby authorized to execute the necessary documents.

This Resolution was seconded by Kunz and upon roll call vote carried.

Ayes: Kuster, Jerry DiMaio, John DiMaio, Harper and Kunz.

Chairperson Kuster stated the next agenda item was approval of the proposed Annual Meeting Schedule for the period of March 2020 through February 2021.

After a brief discussion, the following Resolution #20-3460 was proposed by Harper who moved its adoption:

Resolution #20-3460

BE IT RESOLVED: by the Board Members of the Town of Hackettstown Municipal Utilities Authority as follows:

1- The following schedule for the regular meetings of the Authority for the period commencing March 10, 2020 and concluding February 09, 2021 is hereby adopted:

- March 10, 2020
- April 14, 2020
- May 12, 2020
- June 09, 2020
- July 14, 2020
- August 11, 2020
- September 08, 2020



October 13, 2020
November 10, 2020
December 08, 2020
January 12, 2021
February 09, 2021

- 2- All regular meetings will be held at the Jacob Garabed Administration Building at 424 Hurley Drive at 7:00 P.M.
- 3- A copy of the meeting schedule shall be prominently posted in the Jacob Garabed Administration Building lobby and also be published in the Star-Gazette.

The Resolution was seconded by Jerry DiMaio and upon roll call vote carried:

Ayes: Kuster, Jerry DiMaio, John DiMaio, Harper and Kunz.

The next agenda item as noted by Chairperson Kuster was the discussion and possible action to designate the official newspapers for the Authority.

The following Resolution #20-3461 was proposed by Jerry DiMaio who moved its adoption:

Resolution #20-3461

WHEREAS, the Authority desires to designate official newspapers in which to publish all official public notices;

NOW, THEREFORE, BE IT RESOLVED, by the Town of Hackettstown Municipal Utilities Authority that the Star-Gazette, New Jersey Herald and Daily Record are the official newspapers of the Authority.

The Resolution was seconded by Kunz and upon roll call vote carried:

Ayes: Kuster, Jerry DiMaio, John DiMaio, Harper and Kunz.

Chairperson Kuster stated the next agenda item was discussion and possible action to readopt the Cash Management Plan.

The following Resolution #20-3462 was proposed by John DiMaio who moved its adoption:

Resolution #20-3462

WHEREAS, it is in the best interests of the Hackettstown Municipal Utilities Authority to earn additional revenue through the investment and prudent management of its cash receipts; and,

WHEREAS, N.J.S.A. 40A:5-14 requires each local government unit to readopt the Cash Management Plan; therefore,

BE IT RESOLVED, the Board Members of the Town of Hackettstown Municipal Utilities Authority hereby readopts the Cash Management Plan as presented.

This Resolution was seconded by Jerry DiMaio and upon roll call vote carried:

Ayes: Kuster, Jerry DiMaio, John DiMaio, Harper and Kunz.



Chairperson Kuster stated the next agenda item was discussion and possible action to designate depositories for Authority Revenue Funds.

After a brief discussion, the following Resolution #20-3463 was proposed by John DiMaio who moved its adoption:

Resolution #20-3463

WHEREAS, the Authority desires to designate a financial institution as the depository for Authority revenues; and,

WHEREAS, said revenues are to be transferred from the depository to the Trustee, currently U.S. Bank, for deposit into the Revenue Fund and subsequent distribution and investment in other Funds as designated by HMUA's Bond Resolution.

NOW, THEREFORE, BE IT RESOLVED, that the Town of Hackettstown Municipal Utilities Authority does herein formally authorize and direct the Authority revenues be deposited into an interest bearing account in First Hope Bank, said bank being designated as the official depository of Authority revenues and further authorizes the Chairperson or Executive Director to direct the Trustee to make investments in securities as previously approved by the Authority or to authorize transfers to other Authority accounts.

This Resolution was seconded by Jerry DiMaio and upon roll call vote carried:

Ayes: Kuster, Jerry DiMaio, John DiMaio, Harper and Kunz.

Chairperson Kuster stated the next agenda item was discussion and possible action to designate depositories of the Authority's Construction Aid Fund.

The following Resolution #20-3464 was proposed by Kunz who moved its adoption:

Resolution #20-3464

WHEREAS, there exists a continuing need for the Town of Hackettstown Municipal Utilities Authority to reinvest funds which have been deposited in financial institutions; and,

WHEREAS, the Authority desires to designate a financial institution as the depository for the Construction Aid Fund and to designate additional financial institutions for investment of funds so the Authority can obtain the most favorable investment rates;

NOW, THEREFORE, BE IT RESOLVED, by the Town of Hackettstown Municipal Utilities Authority that:

1. The Authority does herein formally designate First Hope Bank as the official depository for the Construction Aid Fund.
2. The Authority also formally designates Ameriprise Financial, Bank of America, Chase Bank, Edward Jones, First Hope Bank, M&T Bank, Fulton Bank, State of New Jersey Cash Management Fund, PNC Bank, Raymond James Financial Services, TD Bank, U.S. Bank, Valley National Bank, and Wells Fargo Bank as financial institutions which the Chairperson or Executive Director are authorized to make



deposits and transfer funds for investment in the Securities as previously approved by the Authority.

This Resolution was seconded by Harper and upon roll call vote carried:

Ayes: Kuster, Jerry DiMaio, John DiMaio, Harper and Kunz.

Chairperson Kuster stated the next agenda item was discussion to authorize the Purchasing Agent and Assistant Purchasing Agent to implement the requirements of the HMUA purchasing manual.

The following Resolution #20-3465 was proposed by Jerry DiMaio who moved its adoption:

Resolution #20-3465

WHEREAS, it is necessary to authorize the Purchasing Agent and Assistant Purchasing Agent to implement the requirements of the HMUA Purchasing Manual; and

WHEREAS, the Authority is desirous of designating Deborah A. Palma as Purchasing Agent and Kathleen Corcoran as Assistant Purchasing Agent;

BE IT RESOLVED, by the Town of Hackettstown Municipal Utilities Authority that Deborah A. Palma is designated as HMUA's Purchasing Agent and Kathleen Corcoran is designated as HMUA's Assistant Purchasing Agent.

This Resolution was seconded by Kunz and upon roll call vote carried:

Ayes: Kuster, Jerry DiMaio, John DiMaio, Harper and Kunz..

Chairperson Kuster noted the next agenda item was discussion and possible action to designate the Public Agency Compliance Officer.

The following Resolution #20-3466 was proposed by Jerry DiMaio who moved its adoption:

Resolution #20-3466

WHEREAS, in accordance with N.J.A.C. 17:27-3.3, each public agency shall designate an individual to serve as its Public Agency Compliance Officer.

WHEREAS, the members of the Authority are desirous of designating Frank Biank to serve as its Public Agency Compliance Officer; therefore,

BE IT RESOLVED, by the Town of Hackettstown Municipal Utilities Authority that Frank Biank is designated as HMUA's Public Agency Compliance Officer.

This Resolution was seconded by John DiMaio and upon roll call vote carried:

Ayes: Kuster, Jerry DiMaio, John DiMaio, Harper and Kunz.

Chairperson Kuster stated the next agenda item was discussion and possible action to authorize the check signers of all authority checks.

A motion was made by Jerry DiMaio that William Harper and Kathleen Corcoran remain as the check signers for all Authority checks. This motion was seconded by Kunz and upon roll call vote carried:



Ayes: Kuster, Jerry DiMaio, John DiMaio, Harper and Kunz.

Chairperson Kuster stated the next agenda item was discussion and possible action to modify the Authority Rules and Regulations. Kathy explained that there are several items in the rules that needed to be clarified, such as requirements for restrained joints, right of access to maintain water service valves, etc., and confirmation of responsibility for damage. She also pointed out that the current rules do not have an after hour service charge nor rates for 8", 10" and 12" meters. She recommended that the Authority add the proposed after hours service charge and large meters to the rate structure in the Rules and Regulations, which will require a rate hearing.

After a brief discussion, a motion was made by Jerry DiMaio to accept the proposed modifications to the Rules and Regulations. This motion was seconded by John DiMaio and upon roll call vote carried:

Ayes: Kuster, Jerry DiMaio, John DiMaio, Harper and Kunz.

A motion was made by Harper to move forward with the Public Notice of the rate hearing with regard to the proposed changes to the rate structure in the Authority Rules and Regulations. This motion was seconded by Jerry DiMaio and upon roll call vote carried:

Ayes: Kuster, Jerry DiMaio, John DiMaio, Harper and Kunz.

Chairperson Kuster requested Executive Director Corcoran and Deputy Director Biank to proceed with their reports.

Executive Director Corcoran began by stating the Authority received a thank you letter from AEA regarding the opposing of S3870/A5391 which dealt with the sale of publicly owned sewer systems.

Kathy continued by giving an update on the developers.

- Heath Village West – Construction is near completion and the HMUA is awaiting final construction records. Authorization for operation will be granted once the required documents are obtained.
- Quick Check – is ready to proceed from a HMUA perspective.
- Woodmont- Received conditional County approval
- Residences at Bilby Rd – They will be conducting sewer flow metering in the area to confirm that the sewers have adequate capacity to handle the projected flow.
- Liongate –Michael Seidner called to discuss the construction of the 145-apartment and his concerns about the connection fees.

Kathy also stated they met with ALS representatives and they are starting from scratch to remedy their BOD testing issues. She confirmed that the Authority is using a different lab to conduct BOD testing until ALS corrects their issues.

Kathy stated that the Sewer Utility is working to cut back brush along the property fence line before spring and the DPW has assisted with brush chipping.

Kathy also stated the Sewer Utility helped with two sewer blockages: one at Town Hall and the second at the American Legion.



Kathy continued by stating the Sewer Utility has been completing main line camera work to identify structural deficiencies, inflow and infiltration.

Kathy stated Frank is heading the review of UV system manufacturers and conversion to natural gas projects.

Frank stated as discussed earlier they received 3 quotes to do the work on the UV gates and mud valves. Work will begin March 23rd, 2020. He also confirmed that he is working on obtaining the easement necessary to run the gas line to the WPCP and reviewing plans with Elizabethtown Gas.

With regard to the Water Utility, Kathy continued by stating a draft agreement has been prepared by the County's attorney for the new 1.0 tank, which is currently under review by her and John.

Kathy also stated that so far this year there has been one main break in Diamond Hill and one clamp repair on Seber Road along with three service line leaks on the customer side.

Kathy also stated M&M has installed the second main to the vault and new meters at the property line to their site. HMUA is now waiting for M&M to install the automatic reading devices. She also stated she is currently working on a letter to forward to them thanking them for the work they have done.

Kathy continued by discussing new LCR Rules and the proposed changes. She stated that they have attended many seminars about the anticipated rules. The HMUA water utility is beginning to investigate the files for preparation of a service line inventory. It is likely that test holes will be required in various locations where records do not exist, such as older areas of town. It is also likely that we will be required to verify the service materials on both public and private sides.

Kathy concluded by stating that she forwarded the letter from Mott MacDonald to the President of Shannon Chemical regarding the finding of the Orthophosphate being delivered to Well #9. As indicated at the prior meeting, Mott MacDonald did testing with several different labs and found the product is 86% of the specified total phosphate specified. Kathy stated that Shannon has requested to contact the technical professionals at Mott MacDonald and the labs involved.

Chairperson Kuster, requested Project Engineer Klemm to proceed with his report. (See Attached)

Chairperson Kuster noted Counselor Zaiter to process with his report.

Counselor Zaiter stated he had nothing further to add.

There being no additional comments or discussion, Chairperson Kuster declared a motion to adjourn would be in order and was so moved by Jerry DiMaio, seconded by Kunz and followed by a unanimous voice vote.

Time -9:15 P.M.

Kathleen Corcoran
Executive Director & Secretary