

**RECEIVED**

**By Linda Amerighi at 8:34 am, Feb 14, 2024**

Draft until Approved  
Regular Meeting  
Sharon Sewer & Water Commission  
147 Calkinstown Road – PO Box 385  
Sharon, CT 06069  
860.364.8009

February 8, 2024

Chairman, called the meeting to order at 7 pm

Attendees:

Chairman Jake Fricker

Vice Chairman Ken Mishler

Chief Financial Officer Beth Rybczyk

Commissioners: Stephen Szalewicz

Alternate Commissioner: Barry Pinchoff, Dorbila Waugh was appointed as a voting member for this meeting

Commission Clerk: Kathleen Visconti

Phil Derenberger and Mark Sweeney of VRI

- 1) Approval of Agenda made by Steve/Ken, Approved by all
- 2) Approval of Meeting minutes from January 11, 2024 with the amendment of the additional attendee of Lynn Kercher by Beth/Steve, Approved by all
- 3) VRI Report
  - a. Mark Sweeney reviewed the monthly report and to do list.
  - b. Great Elm needs a new pit
- 4) Commission Clerk's Reports – reports were reviewed with nothing out of the ordinary.
  - a. Bills Paid
  - b. Liquid Assets & Project Financials
  - c. Profit & Loss year to date comparison included income for 2023-2024, a comparison on expenses only
  - d. Budget
- 5) Customer Issues –

C1364-2 has a one-inch meter and requests an explanation of the service fee. The commissioners requested that the customer come to the monthly meeting to discuss his query. Steve said he would talk to the customer if we are approached again.

C1058-1 22 Upper Main submitted the floor plan of Suite A, B & C for the proper fees to be established. Clerk was requested to go to Planning & Zoning to see how the premise is classified and will discuss the fees next month.

C 1214-1 questioned the reason for two 5/8-meter service fees. The building was zoned for an office and a residence. Jake stated that before any fee changes can be made the commissioners need to be informed of the change of use of the premise.

C1053 Hospital Diversion credit for July and October of 2023 and January 2024 were issued
- 6) Other – a procedure for a local back up from Utility Stare to the commission's server was installed.

Backflow was billed out in the January 1, 2024 billing

A motion to purchase Quickbooks Pro Desktop made by Beth/Steve, Approved by all

A brief discussion on the need to more filing space and Steve suggested to call Case for a shelving quote
- 7) A motion to Adjournment @ 8:22 pm was made by Beth/Ken, Approved by all

Respectfully submitted,  
Kathleen Visconti