

WATERTOWN, CONNECTICUT  
 WATER AND SEWER AUTHORITY  
 REGULAR MEETING  
 WEDNESDAY, FEBRUARY 18, 2026

**1. Call Meeting to Order**

Secretary Keith Franson calls the Regular meeting to order at 7:00 PM.

**2. Roll Call**

Members present: Joseph Masi, Raymond Primini, Marisa Mancini-Cavallo, Keith Franson

Members excused: Edward Wilk, James Sugden

Others present: Jerry Lukowski, Mark Raimo

**3. Minutes**

A motion was made by Joseph Masi to approve the Regular Meeting minutes 1/22/2026 as presented. The motion was seconded by Marisa Mancini-Cavallo. All in favor. Motion passes.

**4. Superintendent’s Report – February 2026**

- a. Software Update
- b. Appropriation for W&S Operations - March
- c. Waterbury Billing
- d. The Watertown Fire District has continued to remit payment to the Watertown Water and Sewer Authority for billed charges. These payments are being made under protest, consistent with prior communication. The relevant Watertown Fire District meeting minutes documenting this action are attached for the Authority’s information and record.
- e. Additional Updates

**I. Operations Water and Sewer: January 2026**

Call Before You Dig – <b>50</b>	Non-Payments – Shut-Off – <b>0</b>	Non-Payments – Turned On – <b>0</b>
Backflow Device Inspections – <b>0</b>	Fats, Oil, & Grease – <b>0</b>	Water Leak Investigation – <b>4</b>
Water Service Leaks – <b>1</b>	Water Service Repairs – <b>0</b>	Water Service Inspections – <b>1</b>
Water Main Leaks – <b>3</b>	Water Main Repairs – <b>3</b>	Water Main Inspections – <b>3</b>
Fire Hydrants Flushed – <b>0</b>	Fire Hydrants Installations – <b>1</b>	Fire Hydrants Repaired – <b>1</b>
Water Service Taps – <b>0</b>	Water Service Installations – <b>1</b>	Water Main Installations – <b>0</b>
Sewer Lateral Inspections – <b>2</b>	Sewer Main Inspections – <b>0</b>	Sewer CCTV Inspections – <b>0</b>
Sewer Lateral Blockage – <b>1</b>	Sewer Lateral Repairs – <b>1</b>	Sewer Lateral Installations – <b>1</b>
Sewer Main Blockages – <b>0</b>	Sewer Main Repairs – <b>0</b>	Sewer Main Installations – <b>0</b>
Sewer Manhole Inspections – <b>0</b>	Sewer Manhole Repairs – <b>0</b>	I&I Inspections – <b>0</b>

**II. Business Administration:**

Total Customer Transactions from **January 1 – January 31**

- Broken down as: Cash – **3%** Checks – **67%** Electronic – **30%** **Total = \$692,371.56**

Non-Payment / Collections Shut Offs: **Delinquent Notices sent to Residential Customers  
Jan.2026**

- Notices Mailed: **155** Outstanding Amount: **\$120,919.19** Monies Collected: **\$30,813,51 = 25%**

**III. Department Position Status:**

- Temporary Administrative Position - Hiring Service Vendor – Onboard
- WSA Utility Maintainer II – Position filled
- WSA Business Analyst II – Vacant – On Hold by Town Manager
- WSA Chief Maintainer – Drafting Job Description for Union and Town Manager Approvals
- WSA Assistant Controller – Drafting Job Description for Union and Town Manager Approvals
- WSA Business Analyst I – Drafting Job Description for Union and Town Manager Approvals

**IV. Project Status:**

- WSA & Waterbury – WWD 42” Transmission Main Repairs – Bassett Rd – Delayed to 2026 - 2027
- WSA & Waterbury – WWD Slip Lining Project - Ongoing
- Echo Lake Booster Station – 16” & 12” Main Installation Design Project – On Hold
- WSA Emergency Operations Plan – Draft Reviews – Pending Reviews by Town Manager and Emergency Management Director – 04-23-2025
- Edmunds GovTech - WSA Utility / Customer Billing Software Project – Ongoing Next Meeting Scheduled for August
- WaterWorth Utility Software Project – Ongoing
- Lead and Copper Rule – Task III – Ongoing
- SCADA Upgrade Project – Ongoing
- ArcGIS Project – Ongoing
- AMI (Automated Metering Interface) Pilot Project - Ongoing
- Water Storage Tanks – Multi-year Maintenance & Repairs Project – Bid Documents Preparation
- Bunker Hill Rd – Straits Tpke to Commercial St – 12” Main Installation Project – Ongoing Design
- Commercial St – States St to New Wood Rd – 12” Main Installation Project – Ongoing Design
- Frederick St – Frederick St D.E. to Falls Ter – 6” Main Installation Project – Ongoing Design
- CT DPH Project Applications – Applications submitted
- CT DEEP Project Applications – Application submitted for I&I (Infiltration & Inflow)

## 5. Public Participation

Mr. Franson reads the Public Comment Statement as follows:

### **Public Comment Statement**

*"At this time, the Authority will accept public comment. Public comment is an opportunity for residents to provide testimony and input for the Authority's consideration as part of its decision-making process. Members of the Authority may consider this testimony during discussion and deliberation; however, the Authority will not respond to questions or engage in dialogue during public comment. The meeting and agenda are intended for the Authority to conduct its official business.*

*Public comment shall be limited to matters within the Authority's jurisdiction. There shall be no direct public comment regarding individual staff members. Comments related to staff concerns should be directed through appropriate administrative channels outside of this meeting."*

Catherine Dinsmore, 35 Reynolds St., offered some suggestions for affordable and non-complicated communication solutions.

Richard Rozanski, 35 Reynolds St., asks if there is a progress report on the status of the RFP/RFQ process to determine the water and sewer assets.

Katherine Camara, 31 Cottage Pl., spoke about an e-mail correspondence with the WSA.

Frankie Popilowski, Oakville, asks who pays for the new attorney's fees?

## 6. Correspondence/ Information – None.

## 7. Old Business

### **a. BAN/Bond Conversion 2026 – Risk Register (Standing Item)**

Discussion and possible action regarding the 2026 BAN-to-bond conversion, including review and maintenance of the associated risk register as a standing agenda item to support ongoing monitoring, mitigation, and decision making.

Mr. Raimo states that he would like to keep the Risk Register from the previous meeting, on the Agenda as a standing item for future meetings

**b. Monthly Review of Operational Budgets (Standing Item) – Fund 015 (Sewer) and Fund 017 (Water)**

Review of monthly operating budget performance for the Sewer (Fund 015) and Water (Fund 017) enterprise funds to monitor compliance with the operational budget freeze implemented in January 2026, identify variances, and confirm adherence to spending controls.

Mr. Raimo refers to the Agenda Item #7b. Profit & Loss Overview. He states that it is a draft that will be worked on every month to track the WSA expenses and revenue to understand the net value of the budget freeze and to have a clear idea of what is available to use towards the interest payment for the bond.

**c. Update on FY 2026/2027 Budget and Debt Service**

Status update on the FY 2026/2027 Sewer Operations (Fund 015), Water Operations (Fund 017), associated capital budgets, and Debt Service (Fund 019), including any material adjustments, emerging issues and alignment with adopted financial controls.

Mr. Raimo refers to Agenda Item #7c. Executive Summary, located in the meeting packet.

**d. Ratepayer Communication and Messaging**

Discussion and update on messaging strategies to keep ratepayers informed regarding potential future rate adjustments, including timing, scope, and coordination of internal and external communications.

Mr. Raimo states he appreciates the comments in public participation. He states its very important to build a messaging campaign over the next few months. He will bring a proposal to the next meeting of a 90 day calendar of events for the WSA staff to fulfill to communicate to the public.

**e. Rate-Setting Discussion for 2026 (Standing Item)**

Ongoing discussion regarding the establishment of 2026 rates. This item will remain on the agenda as standing old business while the Authority continues to develop, review, and refine the information necessary to evaluate, and if appropriate, implement a rate increase.

Mr. Raimo would like to keep the rate-setting discussion on the agenda to talk about every month. He will bring up the topics and use the Executive Summary to have an open

dialogue with the WSA to produce communications for the public. Mr. Raimo reached out to Mike Maker who did the 2025 Rate Study to produce the correct numbers that he needs to complete the Rate Study for 2026.

**8. New Business**

**a. Engagement of Legal Counsel and Financial Advisory Services – City of Waterbury Dispute**

Discussion and possible action on executing an agreement with Harris Beach Murtha Attorneys to provide legal representation in connection with the dispute involving the City of Waterbury/Watertown Fire District, and with Fiondella, Milone, & LaSaracina LLP (FML) to provide accounting and financial advisory services related to billing analysis, financial review, and support associated with this matter.

Mr. Raimo states the Town Council voted to engage with the firm at a \$10,000 threshold.

A motion was made by Joseph Masi to concur with the Town Council’s motion to approve the engagement of the Harris Beach Murtha Attorney’s and FML LLP Attorneys. The motion was seconded by Raymond Primini. All in favor. Motion passes.

**9. Adjournment**

A motion was made by Joseph Masi to adjourn the Regular Meeting at 8:00 PM. The motion was seconded by Raymond Primini. All in favor. Motion passes.

Respectfully submitted,  
Keith Franson, Secretary  
Water and Sewer Authority

Approved by: \_\_\_\_\_

