



## Colchester Sewer and Water Commission

### Minutes of the 13 May 2009 Regular Monthly Meeting

Municipal Office Complex  
Colchester, Connecticut

**Members Present:** R. Tarlov, R. LeMay, S. Boyden, D. Ferrigno, T. Tyler, T. Tripodi, Robert Jones  
**Members Absent:** A. Pelletier, K. Fagnoli  
**Others Present:** M. Decker (Public Works Director)

1. **Call to Order** – Chairman Tarlov called the meeting to order at 7:04 p.m.
2. **Approval of the Sewer and Water Commission 8 April 2009 Sewer and Water Commission Regular Monthly Meeting** – *Motion to approve the minutes of the 8 April 2009 Sewer and Water Commission regular monthly meeting as presented, by D. Ferrigno, second by T. Tripodi; Motion approved 5-0 (R. LeMay abstained – S. Boyden arrived after the vote)*
3. **Citizen's Comments** - none
4. **Subcommittee Reports**
  - A. **Finance** –  
**Monthly Reports** – reports were reviewed,  
**Transfers** – no transfer requests this month,  
**Quarterly billing/payment options** – credit card payment system is live and active – a notice is being posted on the Web and will be released to the newspapers  
**Department Manpower structure** – nothing new at this time but, with the passage of the Town budget, this issue will be reactivated  
**Disputes** – M. Decker distributed a copy of a customer account where the customer indicated they did not receive a bill in the mail and requested waiver of interest. The customer had indicated they would attend the meeting, however, they did not show. M. Decker reported he spoke with the customer by telephone indicating State regulations require use of First Class mail – if it is not returned it is considered received and therefore the customer is liable for the charge. Also

informed her there have been bill stuffers and press notification indicating dates of bills and to contact the office should they not receive a bill as anticipated. There was limited discussion and no action by the Commission as there was no deviation in the policy requiring payment of interest on past due balances. There was a general discussion regarding a meeting between a customer and the Finance subcommittee regarding past due Benefit Assessments on three properties. There was significant discussion, including inclusion in any agreement a “time is of the essence” stipulation as well as a requirement that if any one of the properties is sold prior to conclusion of the pay-off agreement, the assessments on ALL THREE properties shall be paid in full. *Motion by T. Tyler, second by T. Tripodi, to allow the finance subcommittee to finalize negotiations and to develop and enter into a payment agreement with the parties involved; Motion approved 6-0 (R. LeMay abstained).*

**Other** – M. Decker reported, after discussions with Bond Counsel, the Department cannot prepay the benefit assessment bond.

M. Decker reported the Town CFO indicated the Commission will need to establish a formal procedure to close out a capital project and return any budgeted but unexpended funds to a designated location – in this case, back to the capital fund that the project was originally funded through. M. Decker will draft the policy and provide an inventory of applicable projects for presentation at the June meeting.

## 5 Water Activities

**A. Water Activities Report** –continued work on meter replacements, hydrant flushing, landscaping at plant, interior painting and clean-up, curb stop repair on James Street, continued work with contractors on Plant project (valve and mixer problems); submittal reviews – 5/5A project and well 3 VFD; pavement repairs from winter main breaks (work with highway); CCR completed and issued for publication in Town newsletter (cost savings); Drinking Water Week – article in the Colchester Bulletin and had display in Town Hall lobby; S. Klobukowski was a guest instructor in Portland’s new water systems tech course

**B. Water Projects Status** – no new work at this time – several projects have activity though, including Benton Farms – remaining four units have been bought by another builder so they will be moving forward, water service already installed; North Wood – continued Phase II work – working on storm drainage now; Quizno’s reapplied for build-out at Galaxy – different building; Amston Road day care – upcoming tap for new service; Norwich Ave greenhouse – upcoming tap for new service

Completed APA review for Pierpont Plaza Expansion – revised plans comply with requirements of APA – requested Conservation Easement for upland area and detention area around Red Maple Swamp

## 6. Sewer Activities

**A. Joint Facilities Report** – copy of draft minutes were distributed and discussed; reminder there will be no May meeting – next meeting will be 16 June 2009

- B. Sewer Activities Report** – insurance inspection at PHPS – for value only; performed load test on generator at PH and replaced louver motors in generator room
  - C. Sewer Projects Status** - see status for Water above
  
- 7. Old Business**
  - A. Taintor Hill Road Treatment Plant Improvements** – Contractor has repaired one of the two sets of valves that was not functioning, working on other set today; static mixer repairs have been made and unit is functioning well
  - B. Well 5 Demolition Project** – Town crews have razed the metal well 5 building, removed the concrete slab, cut, disassembled, and removed the piping in preparation for SB Church arrival last week of May. Well 3 VFD installation to be performed on 5-15 with programming next week; some prep work needed on pipes in Well 5A building prior to P&D returning to paint when 5A is taken off line for pump and motor replacement in early/mid-June
  - C. Lyman Viaduct** – have list of contractors from DAS – will meet with them within next week or two
  - D. Economic Stimulus** –public hearing on 1 June for DWSRF eligibility applications
  - E. UST Fund** – submitted CL&P info and Treatment Plant project breakdown to Lenard –
  - F. Flatbrook Booster Station** – Weston & Sampson submitted preliminary evaluation – will review with them by telephone next week then they will issue final version
  
- 8. New Business**
  - A. Any New Business to be brought before the Commission** - none
  
- 9. Citizens Comments** - none
  
- 10. Adjourn** – *Motion to adjourn, by R. LeMay, second by S. Boyden; Motion approved 7-0. Chairman Tarlov adjourned the meeting at 8:33 p.m.*

Respectfully submitted,  
M. Decker