



Colchester Sewer and Water Commission

Minutes of the 10 November 2010 Regular Monthly Meeting

Municipal Office Complex
Colchester, Connecticut

Members Present: R. LeMay, Robert Jones, T. Tripodi, Steve Coyle, S. Boyden
(arrived after vote - item 3)

Members Absent: D. Ferrigno

Others Present: C. Ahmed, K. Elmy, T. Emery, J. Grotjan, S. Straker (Bacon civics students); P. Ahmed, R. Silberman; M. Decker (Public Works Director),

1. **Call to Order-** Chairman LeMay called the meeting to order at 7:01 p.m.
2. **Additions to the Agenda** – *Motion to add “Budget schedule” to the agenda as Item 9B, by R. Jones, second by T. Tripodi; Motion approved 4-0*
3. **Approval of the Sewer and Water Commission 13 October 2010 Regular Monthly Meeting** – *Motion to approve the minutes of the 13 October Sewer and Water Commission regular monthly meeting as presented, by T. Tripodi, second by R. Jones; motion approved 3-0 (S. Coyle abstained)*

4. **Citizen's Comments** - none

5 **Subcommittee Reports**

A. Finance – Transfers, Monthly financial reports, Quarterly billing, Disputes, other

Transfers – M. Decker reported no transfers at this time.

Monthly Financial Reports – reports were presented and discussed. M. Decker noted line 4003210-40105 is over budget because charges for two part-time staff have been charged to it rather than regular payroll (4003210-40101) where the expenses were budgeted. He will work with Finance to identify the most appropriate way to address the charges.

Quarterly billing – quarterly billing posted – at 54% of projected user fees in both water and sewer.

Disputes – none at this time

6. Water Activities

- A. Water Activities Report** – M. Decker reported activities since the October meeting included:
meter replacement program, annual cross-connection inspections, continued work at O&M facility, prep for Well 3 reconditioning work, written respond to DPH sanitary survey, standard sampling and operations, station winterization, new cargo van arrived, water main break on Old Hartford Road at Upton on 7 November, turbidity meters ordered, met with abutting property owner to Elmwood Hts. tank farm for tree removal discussions.
- B. Water Projects Status** – meter installations at North Woods and tap service to new house on Cabin Road

7. Sewer Activities

- A. Joint Facilities Report** – copies of the 19 October Joint Facilities meeting minutes were distributed. Chairman LeMay reported items included – circuit breaker replacement program – mostly covered by insurance; HVAC system modifications complete – seems to be working fine right now; 2011 meeting dates – (Jan, Feb, Mar, May, Jul, Sept, and Nov); Amston Lake – Lebanon contribution; roof snow guards; CPower / Demand Direct now acquired by Constellation New Energy – contract remains in effect
- B. Sewer Activities Report** – M. Decker reported the ventilation blower at the PHPS wet well was repaired, interior oil tanks installed and plumbed to the day tanks – next step is to make final connections and transfer the remaining oil from the 1,000 gal UG tank into the interior tanks which should be completed within the week
- C. Sewer Projects Status** – no new construction activities

8. Old Business

- A. STEAP Grant** – met with Weston & Sampson and reviewed all parcels with build-out information – they are completing their supply/discharge range calculations and putting them into the sewer and water models for pipe sizing and identification of supply and capacity status. A status meeting is scheduled for Wednesday the 17th
- B. Stream Flow Regulations** – proposed revised stream flow regulations were unanimously rejected without prejudice by the Regulations Review Committee on 26 October. The DEP is required to meet with the stakeholders and work out acceptable language and keep the legislators updated. By requirement, they have to do this and submit the regulations by December 7 or request an extension. Based on recent discussions, it appears the DEP is aggressively attempting to submit the next version of the revised regulations by December 7 rather than requesting an extension. The CWWA is trying to identify if there is a version of the proposed revised regulations that will be “livable” or if, because there are so many activities that interact, it would be an opportune time to seek some additional changes to other requirements thereby necessitating an extension. A meeting of the stakeholders and DEP is scheduled for Monday, 15 November.
- C. Well 3 Redevelopment** – Work began on Tuesday the 9th – the system is operating strictly off Well 5A - water tables have stabilized with the recent rains; tanks are being topped off as well as additional supplement to the supply if necessary.
- D. Colchester Courtyard** –the Courtyard property has been sold to a real estate investment company in NYC – apparently without disclosing the full condition of the water system, the DPH/DPUC hearing status, or the Agreement with the Town.

Reportedly, the former owners are going to submit required information to the DPH/DPUC. The Town's biggest concern is the ability to retain the agreement between the Town and owners so the Town does not incur any expenses and the obligation to pay all expenses associated with a connection should it ultimately be required. Updates will be provided as they occur.

9. New Business/Additions to the Agenda

A. 2011 Meeting schedule – the recommended schedule is presented below. I have compared the recommended dates against known holidays and other Town events and we appear to be clear with these dates:

12 Jan 2011	13 July 2011
9 February 2011	10 August 2011
9 March 2011	14 September 2011
13 April 2011	12 October 2011
11 May 2011	9 November 2011
8 June 2011	14 December 2011

Motion to adopt the attached regular meeting schedule for calendar year 2011, by R. Jones, second by S. Coyle; Motion approved 5-0.

B. 2011/2012 Budget Schedule

M. Decker presented the following proposed FY 2011/2012 budget schedule:

- management works on budget preparation presenting draft revenue and expense budgets to the Commission at the 8 December and 12 January regular meetings;
- Finance subcommittee meeting week of 17 or 24 January to finalize budgets and rates based on Commission input from the 12 January meeting
- Legal warnings of the Budget Public Hearing posted on 28 January and 4 February 2011
- Budget Public Hearing on 9 February prior to the regularly scheduled monthly meeting
- Submittal and presentation to the Board of Selectmen on 17 February 2011
- Budget is adopted prior to 1 March 2011 when meter reading for the April bill begins (readings closing the 1 April billing quarter also represent the initial reading for the 1 July billing quarter when new rates would apply)

10. Citizens Comments - none

11. Adjourn – *Motion to adjourn by R. Jones, second by S. Coyle; Motion approved 5-0.*
Chairman LeMay adjourned the meeting at 7:56 p.m.

Respectfully submitted,
M. Decker