



Minutes of the 13 April 2011 Regular Monthly Meeting
Municipal Office Complex
Colchester, Connecticut

Members Present: R. LeMay, S. Coyle, K. Fagnoli, R. Jones, R. Silberman, T. Tripodi
Members Absent: D. Ferrigno, S. Boyden
Others Present: R. Tarlov (BOS liaison), M. Decker (Public Works), B. Lemay, Mr. Song, J. Paggioli

1. **Call to Order-** Chairman LeMay called the meeting to order at 7:01 p.m. Chairman LeMay introduced Mr. Jim Paggioli who was recently hired by the Town as the Public Works Director. His start date is 25 April 2011.
2. **Additions to the Agenda** – *T. Tripodi motioned to add “Colchester Courtyard update” to the agenda, seconded by R. Silberman, motion approved 6-0.*
3. **Approval of the Sewer and Water Commission 9 March 2011 Regular Monthly Meeting Minutes** – *Motion to approve the minutes of the 9 March 2011 Sewer and Water Commission regular monthly meeting as submitted, by R. Jones, second by R. Silberman; Motion approved 4-0 (K. Fagnoli and T. Tripodi abstained)*
4. **Citizen's Comments** - none
5. **Subcommittee Reports**
 - A. **Finance – Transfers, Monthly financial reports, Quarterly billing, Disputes, other**

Transfers – M. Decker presented three transfers and indicated the remaining line items that are overdrawn will wait until closer to the end of the fiscal year as expenses are still likely to be incurred.
\$331.00 from 4003210-50900 Water Op – Cont to 4003210-40105 Water Op – Contr/Temp

\$331.00 from 2403207-50900 Sewer Op – Cont to 2403207-40105 Sewer Op – Contr/Temp
\$72.00 from 4003210-50900 Water Op – Cont to 4003210-43258 Water Operating – Dues
Motion to approve the transfers as presented, by S. Coyle, second by R. Jones;
Motion approved 6-0. Copies of the transfer requests are attached and made part of these minutes.

Monthly Financials – Monthly financials were distributed and discussed. M. Decker reported the fourth quarter billing brought the total user fees billed for the year to approximately \$18K and \$17K over the budgeted billing projections in water and sewer respectively – this is the first year in three years that happened because the Commission took a conservative consumption projection into last year’s budget and did the same the coming fiscal year.

Disputes – Chairman LeMay reported the finance subcommittee met responding to Mr. Song’s request from the March meeting. Based on CGS the Commission cannot waive prior use or interest charges and Mr. Kim is currently in compliance with his payment plan. Mr. Song was granted the opportunity to provide new information. No new information was provided but Mr. Song asked if the Commission would allow a new business owner to pay half the charges and then pay the balance over time. Chairman LeMay responded indicating all the charges would be due at the time of business transfer or water service would be terminated.

6. Water Activities

A. Water Activities Report – M. Decker reported activities performed since the last meeting include: mark outs, finals, meter installations (less than 25 meters remain); Well No. 4 Pilot work design initiated, Pilot Filter Out to Bid (no purchases until FY11/12); additional investigations into Storage Tank Mixer-De-stratification - Literature search initiated; De-winterization of stations- Completed; Monthly Water Quality Sampling and continued Employee Training- Pam; Main break - Hall Hill Road-12 Inch

B. Water Projects Status – no new construction activities on either Jordan’s Alley or North Woods – Water supervisor S. Klobukowski met with Mr. Williams of North Woods and was told the completion of the connection to the water tank side will be this spring; Director of Planning A. Turner met with Mr. Guire regarding submittal of a revised plan for Autumn Ridge which will substantially reduce the footprint of the development (eliminating the back portion which would have been predominately in bedrock). No plan has been submitted nor is there a defined schedule. A. Turner also meet with Mr. Matheson about bonding requirements for the Settler’s Green project (Lebanon Ave mixed use) - no schedule set

7. Sewer Activities

A. Joint Facilities Report – Chairman LeMay reported Mr. Wagner of CDM presented their report on the DAF replacement project – a proposal for design will be made at a special meeting in April. Work being performed on the HVAC system, continued discussions with Lebanon on the Amston lake project

B. Sewer Activities Report – The meter at PHPS has failed and will need to be replaced – cost is approximately \$5,500.

- C. Sewer Projects Status** – no new activities other than those presented in the water project status. M. Decker will transfer information on the PHPS tank removal project and the I/I study proposal to Mr. Paggioli upon his start as the new director
- 8. Old Business**
- A. STEAP Grant** – a draft set of design plans is in for review and discussions continue regarding construction funding options with the project currently included in the State Maintenance Facility plan
- B. Stream Flow Regulations** – continued “facilitated discussions” going on with DEP. Legislative meeting scheduled for 15 April
- C. Director replacement** – Mr. Paggioli previously introduced
- 9. New Business/Additions to the Agenda – Colchester Courtyard Update**
M. Decker gave a brief recap of the project and indicated the DPH and DPUC just denied Courtyard’s request for a Hearing Reopener meaning the Consent Order remains in place. The attorneys for the Town and Courtyard will attempt to meet with the DEP regarding the next steps.
- 10. Citizens Comments - none**
- 11. Executive Session – Discussion of legal strategy on benefit assessment account** – *Motion to go into executive session and invite R. Tarlov, M. Decker and J. Paggioli, by S. Coyle, second by K. Fagnoli; Motion approved – entered executive session at 7:49 p.m. Commission exited executive session at 8:02 p.m.*
- 12. Adjourn** - *Motion to adjourn, by K. Fagnoli, second by R. Silberman; Motion approved 6-0. Chairman LeMay adjourned the meeting at 8:04 p.m.*

Respectfully submitted,
M. Decker

Sewer and Water Commission
2010/2011 Transfer or Appropriation Request Form

Date: 13 April 2011

The following is a request for:

A transfer X Dollar Amount \$331.00
An Appropriation _____

from Account No. 4003210-50900 Water Operating – Contingency

to Account No. 4003210-40105 Water Operating – Contr/Temp

Explanation: expenses associated with temp office help while full time employee was out sick

Action by Commission: Approved x
 Denied _____
 Tabled _____

Date: 13 April 2011

Sewer and Water Commission
2010/2011 Transfer or Appropriation Request Form

Date: 13 April 2011

The following is a request for:

A transfer X Dollar Amount \$331.00
An Appropriation

from Account No. 2403207-50900 Sewer Operating – Contingency

to Account No. 2403207-40105 Sewer Operating – Contr/Temp

Explanation: expenses associated with temp office help while full time employee was out sick

Action by Commission: Approved x
 Denied
 Tabled

Date: 13 April 2011

Sewer and Water Commission
2010/2011 Transfer or Appropriation Request Form

Date: 13 April 2011

The following is a request for:

A transfer X Dollar Amount \$72.00
An Appropriation _____

from Account No. 4003210-50900 Water Operating – Contingency

to Account No. 4003210-43258 Water Operating – Dues

Explanation: ABPA dues – overage is associated with DEP permit fee that was not budgeted

Action by Commission: Approved x
 Denied _____
 Tabled _____

Date: 13 April 2011