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COLCHESTER, CT

## Colchester Sewer and Water Commission

### Minutes of the September 11, 2013 Regular Monthly Meeting Municipal Office Complex Colchester, Connecticut

**Members Present:** R. LeMay, S. Coyle, R. Silberman, Robert Peter  
**Members Absent:** R. Jones, T. Tripodi, K. Fagnoli, S. Durel (resigned)  
**Others Present:** P. McCann (Public Works) J. Paggioli (Public Works)  
Mr. Adam Turner. (Town Planner)

1. **Call to Order-** Chairman LeMay called the meeting to order at 7:05 p.m.
2. **Additions to the Agenda** – A moment of silence was observed in respect for the victims of the 9/11/01 Terrorist Attacks on the 12<sup>th</sup> anniversary of the attack.
3. **Approval of the Sewer and Water Commission July 10, 2013 Public Hearing and Regular Monthly Meeting Minutes** – Motion to approve the minutes of the July 10, 2013 regular monthly meeting as typographically corrected on page 2, by S. Coyle, second by R. Peter; Motion approved 3-0 (R. Silberman abstained)
4. **Citizen's Comments** - None.
5. **Subcommittee Reports**  
**A. Finance – Transfers, Monthly financial reports, Quarterly billing, Disputes, other**  
Transfers – None

Monthly Financials – Monthly financials were distributed and discussed.

Quarterly Billing – As of 8/31/13 we have collected 21.86% of the projected budget and we have billed out 24.9% of the “projected”.

**B. New England Retail Properties, Inc.** (Developer for the Tractor Supply building site and additional building with unknown uses determined at the present time) has requested a waiver of connection fees for the site. Item was previously

approvals. No further work conducted this month other than preparation of existing mapping for location and potential Well 3A site at plant. Staff and Director have prepared an RFP for redevelopment Well 5A. After consultation with S. Klobukowski, the priorities of the system are 1) Redevelopment of Well 5A (**Completed 4/2013**) ; 2) Begin Well 3 replacement project and combine with test drilling on potential sites for future source and diversion permit; 3) Recoating of Interior of Elmwood Tanks. Mr. Paggioli stated that an RFP has been developed at the next meeting he could present precise cost estimate.

**E. Stream Flow Regulations** - No regulatory issues this month. It is anticipated to increase upstream monitoring for future source location regulatory process.

**F. STEAP Grant Application – Sludge Thickener Project.**

Mr. Paggioli had Mr. Susco have delivered STEAP Grant applications and Project descriptions for each of the Towns (Colchester and East Hampton) to apply for \$250,000 per town STEAP Grant for the Rotary Drum Sludge Thickener Project to the State OPM. Outlook is encouraging from OPM for approval. Awards are generally made in October-November of the application year. Awaiting Grant application awards to be announced. Projects are being announced. No warning is given to applicants prior to announcement. Staff is monitoring daily.

**G. Energy Performance Contract** – Update. Installation of the Transformer upgrades are completed at the Filtration Plant. O&M Building Sealing is completed.

**H. FEMA Reimbursement of Hurricane Sandy** – Reimbursement Request has been submitted to FEMA. Awaiting final payment.

9. **Adjourn** - Motion to adjourn, by R. Jones, second by S. Coyle; Motion approved 6-0. Chairman LeMay adjourned the meeting at 8:15 p.m.

Respectfully submitted,  
James Paggioli, L.S.

tabled at the request the Applicant. Mr. Adam Turner read into record a letter in support of the applicant's request for waiver. Mr. James Stachelek of New England Retail spoke briefly concerning of the cost involved with the development of the subject site. S. Coyle explained to the applicant concerning the charge of the commission for the protection of the rate payers of the system and described the fact that only a portion of the Town's population is served by the water and sewer system. That a waiver would disproportionately place the burden for Capital Improvement work upon the existing rate payers without the applicant contributing to the Capital Funds. Chairman LeMay discussed the precedent previously established by the Commission in regard to developers required to provide distribution piping at their cost, the existing policy of the Sewer and Water Commission and the need for the Commission to represent the best interests of the ratepayers of the system. Motion was made to deny the request for waiver of Connection Fees or reimbursement of Tractor Supply's connection fees for the entire site at the Southeast corner of New London Road and Lake Hayward Road submitted by New Retail Properties, Inc., by S.Coyle and seconded by R. Peter. Motion to deny passed 4-0.

**6. Water Activities**

**A. Water Activities Report** –Ms. Mary Jane Slade has retired. Her service to the Town and Department have been remarkable. I would request that a letter of thanks be drafted. Her replacement is presently being hired and has/was provided training by Mary Jane. The Town is processing an offer letter to Elizabeth Kessler. Ms. Kessler has been working with the DPW on a part time basis for the last 4 months and has been trained on the both the Town and Water departments billing software. Chairman Lemay asked that a letter of thanks be penned for Ms. Mary Jane Slade for her years of service and that the Commission sign it.

- 1) Service Work: Mark outs, Finals, Multiple Profiles were conducted by staff.
- 2) New Developments: four final connections at Northwoods. (Note Phase IV beginning construction)
- 3)Taintor Hill Treatment Plant: Coordination of Plant operations and energy performance contract lighting.
- 4) New connections and coordination for multiple properties.
- 5) Upgrade of two close and waste curb boxes.
- 6) **RFP Elmwood tanks**
- 7) Cross connection report to DPH, see attached report in packet.
- 8) Tractor Supply installation coordination and inspection.
- 9) **Inspection by the State DPH of the entire water system. No Violations.**
- 10) Begin Spray Park analysis for repair and Water Fountain replacement at Rec. Plex.
- 11) 50% complete mapping project for Well 3A potential site at plant.
- 12) Monthly Water Quality Sampling- **No issues.**
- 13) Mainbreaks: 0 Shutoffs: 2
- 14) review of new businesses, Sweet Frog, Dollar General, and 2 other residential. (other than Northwoods)

**B. Water Projects Status –**

- 1) Operations were normal.

7. **Sewer Activities**

**A. Joint Facilities Report** – The Rotary Drum Thickener: The Town of East Hampton and Colchester received letters denying the STEAP grant request. Joint Facilities will address funding options at future meetings in October.

Joint Facilities has voted NOT to provide maintenance and operations to the Town of Lebanon low pressure pump system due to the reasonable assurance that the grinder pump system would overwhelm staff and existing grinder pump systems have been problematic.

**B. Sewer Activities Report** – McCrometer Ultramag inline meter has been installed and calibrated. The entire pump station system was shut down the old inline meter removed and the new one installed. The down time of the system was 7 hours overnight. No issues concerning back up or overflow were encountered. The meter is working properly.

**C. Sewer Projects Status** –

- 1) Proposed Lebanon Portion of the Amston Lake sewer extension- The Town of Lebanon has begun to direct flows into the system. No issues are being encountered.
- 2) Construction commenced on RT. 85 Sewer and Water Extension. Sewer pump Station is 90% complete, awaiting CL&P to provide power and final paving and fencing is anticipated. Testing dates are to occur once power is provided. There are timing issues between Tractor Supply's desire to open and the State's / contractor's project schedule of roughly 15 days.

8. **Old Business**

**A. STEAP Grant** – The State DOT and Lawrence Brunoli Inc. commenced work on 9/4/12. Water Service and Fire Protection have passed tests. Construction of the Sewer Portion of the Project has commenced. Maintenance Agreement for the water and sewer main and pump station has been approved and signed by the Board of Selectmen and returned to the State of Connecticut. See above.

**B. I&I Study Discussion**– No further work conducted this month.

**C. Colchester Courtyard Update** – Meeting held at DPH to review draft of Courtyard Capital Improvement plan and cost comparison to legal interconnection for 10 year time frame on 2/8/12. Final plan received and reviewed 4/9/10. Prepared materials clearly document that the cost for interconnection and service is over 4 times the cost of operation as a satellite system by the owners of the system. DPH meeting was delayed to 6/5/12 due to death of employee at DPH. DPH on June 5, 2012, report comments from DPH arrives at 1600hrs on 6/4/12. Meeting occurs, question if cost of water should be included in 10 year analysis, but otherwise productive. Plan has sent to 3<sup>rd</sup> party review by GeoInsight. DPH would like Town's position on the report for 9/25/12 meeting. Meeting delayed by DPH at the request of GAIA legal counsel. Rescheduled for Nov 27, 2012

Meeting was held. DPH agrees with Town of Colchester position. Final legal documents being prepared for consent order and vacating of interconnection order being prepared. Next scheduled hearing 5/23/2013. No further work conducted this month. Extension for review was granted by DPH & PURA until after 7-31-13. See packet.

UPDATE: Technical meeting between staff and DPH, Atty. General, and GAIA representatives regarding DPH inspection of GAIA system and legal documents preparation by Atty. General.

**D. Capital Planning Update.-** In response to presented opportunity for long-term lease possibilities, evaluation of 3 locations were conducted. The most advantageous location is presently owned by the Town of Colchester. Further research investigation is being conducted in order to plan for required regulatory approvals. No further work conducted this month other than preparation of existing mapping for location and potential Well 3A site at plant. Staff and Director have prepared an RFP for redevelopment Well 5A. After consultation with S. Klobukowski, the priorities of the system are 1) Redevelopment of Well 5A (**Completed 4/2013**) ; 2) Begin Well 3 replacement project and combine with test drilling on potential sites for future source and diversion permit; 3) Recoating of Interior of Elmwood Tanks. Mr. Paggioli distributed the RFP responses provided for discussion for the Recoating of the Elmwood tanks. After discussion of the responses, due to the significant savings in conducting recoating both tanks at the present time, the Commission directed Mr. Paggioli to pursue the contract documents necessary to recommend award of both Tanks recoating to the apparent low bidder for both combined tanks, the Marcel A. Payeur, Inc. company from Sanford Maine, and to provide the documents for the commission to recommend award to the Board of Selectman at the next commission meeting.

**E. Stream Flow Regulations -** No regulatory issues this month. It is anticipated to increase upstream monitoring for future source location regulatory process.

**F. STEAP Grant Application – Sludge Thickener Project.**  
Mr. Paggioli had Mr. Susco have receive letters informing the Towns that the grants applications were not awarded.

**G. Energy Performance Contract –** Installation of the Transformer upgrades are completed at the Filtration Plant. O&M Building Sealing is completed. Lighting is complete. Building Automation system is being installed.

**H. FEMA Reimbursement of Hurricane Sandy –** Reimbursement Request has been received and distributed to effected line items.

9. **Adjourn** - Motion to adjourn, by R. Peter, second by R.Silberman; Motion approved 4-0. Chairman LeMay adjourned the meeting at 8:37 p.m.

Respectfully submitted,  
James Paggioli, L.S.