



## **Colchester Sewer and Water Commission**

### **Minutes of the July 10, 2014 Regular Monthly Meeting**

**Municipal Office Complex  
Colchester, Connecticut**

**Note the vast majority of the meeting will be the same as the proposed June meeting.**

**Members Present:** S. Coyle, R. Silberman (7:05), R. Peter, T.Hochdorfer

**Members Absent:**

**Others Present:** J. Paggioli (Public Works), R. Tarlov (BOF), K.Frantzen (BOS)

1. **Call to Order-** Vice Chairman Coyle called the meeting to order at 7:03 p.m.
2. **Approval of the Sewer and Water Commission May 8, 2014 Public Hearing Minutes** – *Motion to approve the minutes of the May 8, 2014 Public Hearing Minutes as submitted, by R.Peter, second by T.Hochdorfer; Motion approved 3-0.*
3. **Approval of the Sewer and Water Commission May 8, 2014 Regular Monthly Meeting Minutes** – Motion to approve the minutes of the May 8, 2014 Regular monthly meeting as submitted, by R. Peter, second by T. Hochdorfer; Motion approved 3-0.
4. **Citizen's Comments** - None.
5. **Election of Officers:** In accordance with the by-laws of the Sewer and Water Commission the following officers were be elected: Chairman: Steve Coyle (motion: R. Silberman; second: R. Peter; Vote passed 3-0). Vice Chairman: Robert Peter (motion: T.Hochdorfer; second: R.Silberman; Vote passed 3-0). Second Vice Chairman was tabled until there are more members of the Commission appointed in order to have a quorum the Chairman and Vice Chairman were absent from a meeting.  
Joint Facilities: The two vacancies on the Joint Facilities Committee were filed by consent, Chairman Steven Coyle was appointed. Selectman (Colchester WPCA) Kurt Frantzen volunteered for appointment and was consented to by the

Commission, if allowed under the terms of the Colchester-East Hampton Intermunicipal Agreement. Ron Silberman volunteered, and was consented to by the Commission if the agreement did not allow Mr. Frantzen to serve. Mr. Paggioli, will research the agreement. Should the Agreement allow, the members of the Joint Facilities Committee are: Steven Coyle, Robert Peter nad Kurt Frantzen. If the Agreement specifies Sewer and Water Commission members only, the members of the Joint Facilities Committee are: Steven Coyle, Robert Peter, and Ron Silberman.

## **6. Subcommittee Reports**

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

Transfers –A motion was made to approved the Water Operational Budget Transfers as detailed on the spread sheet dated 7/10/2014 by R. Silberman and seconded by T. Hochdorfer, Motion passed 4-0.

A motion was made to approved the Sewer Operational Budget Transfers as detailed on the spread sheet dated 7/10/2014 by R. Peter and seconded by R.Silberman, Motion passed 4-0.

Monthly Financials – Monthly financials were distributed and discussed.

Quarterly Billing –As of 6/30/14 we have collected 99.4% of the projected budget and we have billed out 99.6% of the “projected”. July FY 14-15 bills have been sent out.

Disputes: None – Mr. Paggioli commented that Service Call charges have been a recurring issue only.

## **7. Water Activities**

### **A. Water Activities Report –**

- 1) Service Work: Mark outs, Quarterly Readings, Finals. Profiles, Service Calls, Hydrant raising Linwood Ave. Streetscape.
- 2) New Developments. Completed work at Dollar General.
- 3)Taintor Hill Treatment Plant: Coordination of Plant operations.
- 4) Relocation of Pool Water Station to the O&M Plant property.
- 5) Distribution enhancement work, Inline valve Broadway and hydrant replacement plan work.
- 6) Staff implementation of budget, resource cost reduction.
- 7) 50% complete mapping project for Well 3A potential site at plant.
- 8) Monthly Water Quality Sampling- **No issues.** Begin Lead & Copper Testing notifications.
- 9) Mainbreaks: 0 Shutoffs: 2
- 10) Assist crew at RecPlex with Yard Hydrant replacements. And other leakage issues.

### **B. Water Projects Status –**

- 1) Operations were normal.

**8. Sewer Activities**

**A. Joint Facilities Report** – A recap of the Special Meeting of the Joint Facilities that was held Tuesday 6/17/14 regarding succession plan.

**B. Sewer Activities Report** – No unusual activities within Colchester.

**C. Sewer Projects Status** – Replacement of Underground tank replacement proceeding. Rotary Drum Thickener project has been determined to proceed. Hebron was made aware of the issue proceeding. There is a need to provide the assurances that a general funding plan be accepted and recommended for the funding of the replacement since each town's (East Hampton and Colchester) WPCA will be funding a portion of the project. The Total project was estimated in the 1.3 million dollar range. The Joint Facilities has approximately \$950,000 available in funding the project. The original plan was to have each town apply for a STEAP grant in order to provide any shortage of funding. This grant was not awarded. There are adequate existing funds within the Colchester Sewer Capital for our half of the excess cost. With the increased annual savings due to accurate metering, the replacement of funds likely to be expended on the project are anticipated to be restored within a 3 year time frame. The estimate range preliminarily is \$150,000 to \$250,000 for the Colchester portion. Due to the statutory nature of the Selectman form of government in regard to WPCA's, the Sewer and Water Commission must recommend to the Board of Selectmen (which is the Town of Colchester WPCA), to adopt the financing arrangement that is anticipated to occur in the project funding. The Joint facilities action was as follows:

**Joint Facilities Minutes of 5/20/2014:**

**Old Business**

Mr. Susco continued the discussion of funding for the replacement of the DAF. He explained the WPCA of East Hampton has cleared the way for closing the Beneficial Assessment Account and to transfer that balance to the Capital Fund Balance of the East Hampton WPCA. This transfer is to take place upon completion of the current term of the reinvestment, April 9, 2015.

Management presented the request to move the Sludge Handling Improvements forward and to fund the project through internal generated funds of the Joint Facilities. Should the final construction costs exceed this amount further payment will be made in an equal amount as to be funded by each WPCA based upon Article IV – PAYMENT AND SHARING OF OPERATION AND MAINTENANCE COSTS of the Inter-Municipal Sewer Service Agreement. Following a lengthy discussion and upon motion by Mr. Lemay seconded by Mr. Valentine the following resolution was unanimously approved.

**RESOLVED:** The Colchester-East Hampton Joint Facilities does hereby request the Town of East Hampton Water Pollution Control Authority and the Town of Colchester Sewer and Water Commission to endorse the financing plan for Sludge Handling Improvements

Upon further discussion the following resolution moved by Mr. Lemay seconded by Mr. Valentine was unanimously approved.

**RESOLVED:** The Colchester-East Hampton Joint Facilities does hereby authorize management to obtain a current engineers estimate for the cost of the project.

Mr. Paggioli explained the cost breakdown concern the project and the required recommendation to the Board of Selectmen acting as the Colchester Water Pollution Control Authority and the action that they would have to take following the recommendation of the Sewer and Water Commission. After brief discussion, R. Peter made the following motion, seconded by T. Hochdorfer:

The Sewer and Water Commission is hereby recommending to the Board of Selectmen acting as the Colchester Water Pollution Control Authority to pass the following motion for adoption:

RESOLVED: The Colchester Water Pollution Control Authority does hereby adopt the Colchester-East Hampton Joint Facilities financing plan for the replacement of sludge handling improvements at the wastewater treatment plant substantially in the form as presented at this meeting. (of the Colchester Sewer and Water Commission.)

*Furthermore;* should the project exceed funds available through the Joint Facilities, such financing plan does hereby require the East Hampton Water Pollution Control Authority and the Town of Colchester Sewer and Water Commission through its Colchester Water Pollution Control Authority, to make further payment in an equal amount as to be funded by each WPCA based upon Article IV of the Inter-municipal Agreement – PAYMENT AND SHARING OF OPERATION AND MAINTENANCE COSTS.

*Furthermore;* the amount of such further payment must be authorized by the East Hampton Water Pollution Control Authority and the Town of Colchester Sewer and Water Commission through its Colchester Water Pollution Control Authority prior to execution of contract documents.

Motion was passed 4-0.

## 9. Old Business

**A. Colchester Courtyard Update** – The agreement has been authorized and signed by all parties. Signed copies are on file in Colchester. This should end the issue.

**B. 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. Existing mapping for location and potential Well 3A site at plant 90% complete. 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.** Monies for contract costs paid. Received E-mail correspondence from Marcel Payeur Company requesting additional payment, but no measurement that verify over 55% Metal Depth loss. 5/14-Contractor still would like money, but can/has not provide data. Call was received from Attorney “unofficially” representing contractor, he was familiar with the contract, and when explained the situation and the need for documentation by the Town, recognized the task that the contractor would have to provide the data to be paid. No further contact.

**C. Stream Flow Regulations** - No new specific issues to report.

**D. 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 online 5/7/14. Initial analysis for electric use shows that the plant is exceeding electrical savings, (with exception of tank recoating project drain/fill/etc use) due to the “non-degree day” influence on the plant overall.

**10. New Business**

**A. Spray Park Repair Request-** An estimate has been conducted to repair the spray park leakage at the Recreation Complex. Due to the design and layout of the piping, estimated cost for replacement piping and associated concrete repair is \$38,000. The park was not activated until the last day of the school year, (with much criticism from the public) and readings will be taken monthly while open to monitor use. Discussion was had in order to determine the course of action in regard to funding the repair. No formal determination was made, however the issue will be forwarded to the Board of Selectmen and Board of Finance in order to determine source funding of a repair or time frame of the repair.

**B. Joint Facilities Public Utility Administrator replacement process.** As part of the Inter-town Municipal Agreement, any personnel issues that affect the operation of the Sewer Treatment Plant are subject to the review of the Joint Facilities Committee with final recommendation being determined by the respective WPCA’s of each Town. With the announce retirement of Mr. Susco, the process for replacement and updating the job description is required. The Commission was provided a copy of the job description. Discussion occurred that the Joint Facilities portion of the job description needed to be made more of a priority in the description than was presented in the 1999 job description. Consensus was gained in order that Commission the members of the Joint Facilities would bring the issue up at the July 15, 2014 Joint Facilities Committee Meeting.

**11. Adjourn** - Motion to adjourn, by R.Silberman, second by R.Peter; Motion approved 4-0. Chairman Coyle adjourned the meeting at 9:05 p.m.

Respectfully submitted,  
James Paggioli, L.S.