



## **Colchester Sewer and Water Commission**

### **Minutes of the September 10, 2015 Regular Monthly Meeting**

**Municipal Office Complex  
Colchester, Connecticut**

**Members Present:** S. Coyle, R. Peter, T. Hochdorfer, M. Cross  
**Members Absent:** R. Silberman  
**Others Present:** J. Paggioli (Public Works)

1. **Call to Order-** Chairman Coyle called the meeting to order at 7:05 p.m.
2. **Approval of the Sewer and Water Commission August 13, 2015 Special Monthly Meeting Minutes** – Motion to approve the minutes of the August 13, 2015 Special Monthly Meeting Minutes as submitted, by R.Peter, second by T.Hochdorfer; Motion approved 4-0 (none abstained).
3. **Citizen's Comments** - None.
4. **Subcommittee Reports**  
**A. Finance – Transfers, Monthly financial reports, Quarterly billing, Disputes, other**  
Transfers – None

Monthly Financials – Monthly financials were distributed and discussed. The Commission requested that the Benefit Assessment Account be closed since the account has been finalized and audit in the previous year and there are no active assessment accounts remaining. Residual funds within the account are requested to be transferred to the Sewer Capital Fund.

Quarterly Billing –As of 8/31/15 we have collected 23.40% of the projected budget and we have billed out 26.5% of the “projected” FY 15-16 budget.

Disputes: None.

## 5. Water Activities

### A. Water Activities Report – August

- 1) Service Work: Mark outs, Samples, Finals. Profiles, Service Calls, Shutoffs/Turn-ons, Quarterly Meter Reading conducted.
- 2) New Developments. 2 Northwoods connections.
- 3) Taintor Hill Treatment Plant alarm installation work finish.
- 4) Water Hauling – Uconn.
- 5) Cross Connection surveys.
- 6) Staff implementation of budget, resource cost reduction.
- 7) Well 3A potential site at plant site preparation, Visit by DPH
- 8) Main breaks: 1, Norwich Avenue.
- 9) Organizational structure meetings with Director every other Tuesday.
- 10) Temporary Office staff adjustment. Vacation rotation..
- 11) Replacement vehicle specified out and quotes received.

### B. Water Projects Status –

- 1) Initial meeting was held with DPH in regard to needs survey to be included within the listing of Water projects to be included in DPH's submission to the EPA in regard to funding the State Revolving Loan Fund. Well #3a was included within the discussion. Application for Well #3a has begun. As part of the application a Professional Engineering consultant firm is required to be brought on board as well as a Certified Well drilling firm. A RFP is to be prepared for the engineering services and well driller should be discussed. Preliminary application submitted to DPH, Director has reviewed with DPH staff, DPH Field site visit scheduled 8-20-2015. Local engineers contacted in regard to scope of work and requirements that the Department will be looking for. Update: Site visit went well. Correspondence received indicating DPH concurrence subject to wetland delineation and check valve on sewer lateral, GEI information from Lori's Mobil, other issues that staff believes are easily addressable within the RFP for engineering services.

## 6. Sewer Activities

A. Joint Facilities Report – No meeting in August.

B. Sewer Activities Report – No issues.

C. Sewer Projects Status – RDT Project. Project awarded to Kovacs. Colchester Selectmen approved funding recommendation listed in February 2015 meeting of Sewer and Water Commission. Submittals have started anticipated start of major work to occur during low flow periods in summer. Joint Facilities Colchester Funding delivered. **Update:** At the July meeting of Joint Facilities, the issue in delay of timely review, revision and approval of submittals was brought up and the impact to the construction schedule. It was anticipated that the delivery of the RDT and installation would occur in October, however it appears that November is the more realistic time schedule. There are sufficient days within the contract for the delay in installation but should the installation be delayed further there are “weather dependent” issues that will have to be addressed by the

contractor and operations within the plant. The issue is continuing to be monitored.

7. **Adjourn** - Motion to adjourn, by R. Peter , second by T. Hochdorfer ; Motion approved 4-0. Chairman Coyle adjourned the meeting at 7:45 p.m.

Respectfully submitted,  
James Paggioli, L.S.