



Colchester Sewer and Water Commission

Minutes of the August 13, 2015 Special Monthly Meeting

**Municipal Office Complex
Colchester, Connecticut**

Members Present: S. Coyle, R. Silberman, R. Peter, T. Hochdorfer (7:09), M. Cross

Members Absent:

Others Present: J. Paggioli (Public Works)

1. **Call to Order-** Chairman Coyle called the meeting to order at 7:03 p.m. Meeting Chair was transferred to Vice Chairman R. Peter at 7:04 p.m
2. **Approval of the Sewer and Water Commission June 11, 2015 Regular Monthly Meeting Minutes** – Motion to approve the minutes of the June 11, 2015 Regular Monthly Meeting Minutes as submitted, was made by R. Silberman, second by M. Cross; 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 – Mr. Paggioli provided to the Commission a spread sheet detailing the listing of Proposed Transfers to Close out FY 14-15 and provided the details for each. Regarding both the Water and Sewer Operating expenditure budgets, each finished with a positive cash balance.

Motion to approve the FY 14-15 Year end budget Transfers as submitted on the Attached spread sheet dated for the 8-13-2015 meeting, was made by S. Coyle, second by R. Silberman; Motion approved 5-0 (none abstained).

Monthly Financials – Monthly financials were distributed and discussed.

Quarterly Billing –As of 7/31/15 we have collected 18% of the projected budget and we have billed out 26.2% of the “projected” FY 15-16 budget. As of 6/30/15 we have collected 98.80% of the projected budget and we have billed out 99.7% of the “projected” FY 14-15 budget.

Disputes: None.

5. Water Activities

A. Water Activities Report – June & July

- 1) Service Work: Mark outs, Samples, Finals. Profiles, Service Calls, Shutoffs/Turn-ons, Quarterly Meter Reading.
- 2) New Developments. 4 Northwoods connections. Static Pressure test for development of Old Hebron Road, initial review of Plans.
- 3) Taintor Hill Treatment Plant alarm installation work finish.
- 4) Install visual monitoring system for Water Hauler station on Cabin.
- 5) Cross Connection surveys.
- 6) Staff implementation of budget, resource cost reduction.
- 7) Well 3A potential site at plant site preparation, Remove former lagoons, and fencing, fill and hydroseeded.
- 8) Main breaks: 1, Hayward Avenue.
- 9) Organizational structure meetings with Director every other Tuesday.
- 10) Deliver Annual Consumer Confidence Report to DPH
- 11) Roof Repair Well 3 Building.
- 12) Temporary Office staff adjustment. Vacation rotation.
- 13) Assist with Town crew with reopening of water services at Bacon Academy (irrigation Flow switch, yard hydrant, review Concession Stand Installation, and Rec.Plex timed flow valve to reduce spray park leak prior to construction daily reading. Reduction successful.
- 14) 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. Update: 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.

6. Sewer Activities

A. Joint Facilities Report – July meeting highlighted the FY 14-15 closing, however East Hampton had not final numbers completed for the transfers to be conducted. RDT Project listed below.

B. Sewer Activities Report – Consultation with Joint Facilities Personnel regarding the refurbishment or replacement of the impellers for the Prospect Hill Pump Station pumps. Over the course of time (over ten years) Mr. Clayton has noticed a drop in output of the pump rate (approximately 200 to 300 gpm he

estimates). The motors are new, and impellers are the originals. In consultation with Weston & Sampson, an older proposal was discussed. Estimated cost to be \$18,000. An updated proposal will be obtained and brought before the commission. After discussion, the Commission concurred with the benefit of the project to proceed subject to the updated proposal with formal action to be made at a subsequent meeting. Vendor is willing to conduct the work for the original \$17,238 quote. Internal Wear rings are included with the quote with the impellers. Additionally at the pump station a new volute is in stock, so that if either volute shows excessive wear, we have its replacement in hand. **UPDATE 1:** Awaiting parts delivery and scheduling of work after spring high flows. Parts are in at Weston & Sampson, work tentatively scheduled for August 2015. **Update 2:** Work has been completed on 8-6 and 8-7-2015. One pump each day was replaced. No backflow occurred throughout sewer system and the change out went “un-noticed”. Internal impellers were worn and installation resulted in and immediate increase in operational capacity of 150 gpm, on each pump. No issues were encountered during the volute inspection so that the spare is still in stock.

The pump station at the Recreation Complex exhibited a dual pump failure due to foreign materials entering the wet well. The station was down for approximately 4 days while replacement components were delivered. Partial operation occurred on day 5 with full return to service (dual pump operations) on day 8. Replacement pumps and control panel components were obtained, and Joint Facilities staff and staff installed one new pump (the burnt out one), repaired one existing pump and diagnosed the control panel failures. Spare Start/Run capacitors, relays and grinder pump are on hand and stored should the issue occur again in the future.

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. Old Business

A. 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

- 100% complete. See Water Project Status above. With the primary discussion concerning Well 3A, the Commission requested that this item be removed from future agendas until necessary.
- 8. New Business – Quarterly Spending Report Analysis** – The Commission discussed the concept regarding whether or not the analysis would provide any value. There are some line items within the budget that normally operate under a regular proportional dispersements, however there are significant items that are budgeted upon a “as required” basis (i.e. equipment repair etc.). The present budget report format brought to the Commission monthly documents the percentage of use of each and either proportional or empirical estimation has been used by experience. Discussion was had regarding if a percentage overage vs a dollar limit due to the range in the line item budgeted dollar amounts. A majority of the Commission members were comfortable with the present reporting since that the operational budgets have finished in positive conditions for the past several years. No formal action was taken by the Commission in regard to the item.
- 9. Adjourn** - Motion to adjourn, by S. Coyle , second by T. Hochdorfer ; Motion approved 5-0. Vice Chairman Peter adjourned the meeting at 8:42 p.m.

Respectfully submitted,
James Paggioli, L.S.