



Colchester Sewer and Water Commission

Minutes of the December 10, 2015 Regular Monthly Meeting Municipal Office Complex Colchester, Connecticut

Members Present: S. Coyle, R. Silberman (7:07), R. Peter, M. Cross
Members Absent: T. Hochdorfer
Others Present: J. Paggioli (Public Works), R. Tarlov (BOF Liaison), S. Soby (BOS Liaison)

1. **Call to Order-** Chairman Coyle called the meeting to order at 7:00 p.m.
2. **Approval of the Sewer and Water Commission November 12, 2015 Regular Monthly Meeting Minutes** – Motion to approve the minutes of the November 12, 2015 Regular Monthly Meeting Minutes as amended with Item 7C –No action taken, by M.Cross, second by R. Peter; Motion approved 3-0 (none abstained).
3. **Citizen's Comments** - None
4. **Subcommittee Reports**
A. Finance – Transfers, Monthly financial reports, Quarterly billing, Disputes, other
Transfers – None.

Monthly Financials – Discussion.

Quarterly Billing –As of 11/30/15 we have collected 49.07% of the projected budget and we have billed out 51.6% of the “projected” FY 15-16 budget.

Disputes: Billing None. Connection Policy- Caveat/Abandonment issue, 346 Lebanon Avenue Unit 6, HUD vs Buyer. A brief informational discussion by Mr. Paggioli concerning the issue.

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5. Water Activities

A. Water Activities Report – November

- 1) Service Work: Mark outs, Samples, Finals. Profiles, Service Calls, Quarterly Readings, Leak and High Usage Calls
- 2) New Developments. 95 Linwood Avenue new 1.5" and upgrade, plan review, inspection. Park Place Subdivision Legal Documents
- 3) Well 3 – Returned to service.
- 4) Water Hauling – Resumed. CT Water company flushing.
- 5) Well 4 – Issue with pump shaft. On Hold.
- 6) Staff implementation of budget, resource cost reduction.
- 7) Well 3A – RFP Development Engineering Services – Review – Recommendation.
- 8) Main breaks: 1 O&M Plant,
- 9) Organizational structure meetings with Director every other Tuesday.
- 10) Roof Repair Well 3 Building contractor given specific detail for price.
- 11) One abandonment demolition, Lori's Mobil.

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. Aug 2015: 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. September 2015 – RFP 2015-16 for Engineering Services prepared. Note to discuss \$111,000 of Town Capital that was set aside for "Water Sources" that was instituted in 2004-2006 and remains "untapped" to date. Expenditures within the fund were done and labeled Well 5a, and therefore may be available to be used in conjunction with existing Water Capital Funds. **RFP to be opened on 11-18-2015 See Item 8A.**

6. Sewer Activities

A. **Joint Facilities Report** – November meeting highlighted general maintenance issues around the Treatment Plant and Timing of the RDT installation.

B. **Sewer Activities Report** – No issues within the Colchester collection system.

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. 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. Update: The delivery of the Unit is scheduled for January 2016. JF staff is comparing cost alternatives for cold weather disposal and storage of sludge as part of the installation time frame.

7 **Old Business**

A. Service Area Action – Park Place Sub-division discussion and action.

Development #309 Old Hebron Road-

The Water portion of the project will be discussed herein. The Developer has agreed to provide the 8” water line loop that connect the service line from the terminus at Stollman Road, down Old Hebron, through the site, and connection to the 8” main that is the terminus to the Old Hartford Road water main within the cinema property. Additionally there is a 8” service stub that is provided that will enter the Recreation Complex at the cul-de-sac of the parking area adjacent to Field R-6. This will benefit the fire flow amounts in the area and provide a significant reduction in the cost to install irrigation systems with the park, should the town chose to do so in the future.

The Sewer portion of the project - Review of new development of Old Hebron Road and revision of plans and documents. The developer has submitted all required documents to ensure that the home owners association is responsible for the upgrade, maintenance, operation, repair of the pump station and emergency generator. The development does not impact the operation and maintenance cost to the town in regard to pump station operations. The Association is similar to those associations that were allowed to operate and connect to the system. i.e., Northwoods, Settlers Green, etc. It is recommended that the development and subject parcel be included within the Sewer Service area and a motion be made to include the property known as # 309 Old Hebron Road to the Sewer Service Area. Mr. Paggioli had included memorandum to the members concerning the operation of the pump station within allowable Statutory regulation and the approval process being in conformance with the Town of Colchester POCD, Zoning, and Subdivision regulations for the site and general area. Discussion occurred concerning burden, and Home Owners Associations solvency issues, and easement access. Since the general consensus of the Commission was that the request conformed to regulation, the addition of the premises to the Sewer Service area should be granted. Motion was made by R. Silberman and seconded by R. Peter that : The Colchester Sewer and Water Commission recommends to the Colchester Board of Selectmen, acting as the Colchester WPCA, to include #309 Old Hebron Road

into the Sewer Service Area of the Town of Colchester, consistent with the plans and documents, provided that the Sewer Pump station be operated in Accordance with Connecticut General Statute Chapter 103 Sec. 7-246f.
Motion Passed 4-0.

8 New Business

A. RFP 2015-16 Engineering Services Well 3A Project. – Two responses were received for the scope of Services listed within RFP 2015-16 Engineering Services for Permitting and Design of Well 3A. Both firms were qualified and have experience in regard to water facilities projects. The respondents were Leggette, Brashears and Graham (\$38,655); and the next was Weston & Sampson (\$35,800). The fixed based bid cost is based upon the three conditions that the Department of Health required for permitting. The design phase cost will be dependent upon test well results and would be at cost additional to the base bid. Each respondent provided hourly rates for the design portion of the project. It should be noted that Weston and Sampson are the design engineers of the existing Taintor Hill Road Filtration plant. Based upon the submittals and the Town of Colchester Purchasing Policy, Mr. Paggioli recommended that the RFP 2015-16 be awarded to Weston and Sampson.

A motion was made: That the Colchester Sewer and Water Commission recommends to the Board of Selectmen to award the bid for Engineering Services for Permitting and Design of Well 3A as RFP 2015-16 to Weston and Sampson Engineers, for the base bid price of \$35,800 with design work to follow at the hourly rates within the RFP response documents. Motion by R. Silberman, second by R. Peter, the motion passed vote 4-0 .

B. Proposed Agreement between Colchester East Hampton Joint Facilities and the Town of Portland Sewer and Water Commission-Tim Smith of the Joint Facilities forwarded a proposed draft agreement concerning the connection of St. Clements pump station to the Colchester – East Hampton Sewerage Treatment plant. The issue will be brought up as a Joint Facilities agenda item. Of note, Capital Cost percentage for upgrades to the plant is lacking from the document.

9 Adjourn - Motion to adjourn was made by M. Cross , second by R. Peter ; Motion approved 4-0. Chairman Coyle adjourned the meeting at 8:00 p.m.

Respectfully submitted,
James Paggioli, L.S.