



Colchester Sewer and Water Commission

Minutes of the February 10, 2016 Regular Monthly Meeting

**Municipal Office Complex
Colchester, Connecticut**

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

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1. **Call to Order-** Chairman Coyle called the meeting to order at 7:02 p.m.
2. **Approval of the Sewer and Water Commission January 13, 2016 Regular Monthly Meeting Minutes** – Motion to approve the minutes of the January 13, 2016 Regular Monthly Meeting Minutes as submitted, by R. Peter, second by R. Silberman; 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 – Discussion.

Quarterly Billing –As of 1/31/16 we have collected 68.6% of the projected budget and we have billed out 76.2% of the “projected” FY 15-16 budget.

Disputes: None
5. **Water Activities**

A. Water Activities Report – January

- 1) Service Work: Mark outs, Samples, Finals. Profiles, Service Calls, Quarterly Readings, Leak Search
- 2) New Developments. 95 Linwood Avenue continuing, Northwoods 1,
- 3) Water Hauling – Continuing.
- 4) Well 4 –Issue with pump shaft. On Hold.
- 5) Staff begin FY16-17 Budget.
- 6) Well 3A – RFP Development Engineering Services Coordination Meeting Set
- 7) Main breaks: 1 Broadway,
- 8) Organizational structure meetings with Director every other Tuesday.

B. Water Projects Status –

- 1) Initial budget submitted.

6. Sewer Activities

A. Joint Facilities Report – January meeting 1/19/2016. Capital vs Operational discussion, and 2016-17 budget discussion. February 16, 2016 meeting to set budget. Portland agreement presentation.

B. Sewer Activities Report – No issues 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. See above.

7 Old Business

A) RFP 2015-16 Engineering Services Well 3A Project – The Board of selectmen approved the award to Weston and Sampson for the contract to provide Engineering service for the Well 3A project. Contract signed. Notice to proceed sent. Coordination meeting to occur next week.

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. See above, it appears that East Hampton will

accommodate Portland as a client as opposed to a direct Joint Facilities agreement.

- 8 **New Business – FY 2016-2017 Water and Sewer Operating Budget-**
Initial discussion and fees. The sewer side cannot be finished until the Joint Facilities budget is set. Discussion on fees indicated that there was consensus to set fee structures at a point to not be discouraging of the service request, while still ensuring that the system and the rate payers not incur a loss of equipment or cost. The final fee structure will be included within the budget presentation and adoption package. Completed budget presentation to occur at the March meeting.

- 9 **Adjourn** - Motion to adjourn, by M. Cross , second by R. Silberman ; Motion approved 4-0. Chairman Coyle adjourned the meeting at 8:53 p.m.

Respectfully submitted,
James Paggioli, L.S.