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Colchester Sewer and Water Commission

Minutes of the March 9, 2017 Regular Monthly Meeting

Municipal Office Complex
Colchester, Connecticut

Members Present: S. Coyle, R. Silberman, R. Peter, M. Hayes, M. Egan

Members Absent: T. Hochdorfer

Others Present: J. Paggioli (Public Works), Stan Soby (BOS Liaison),

1. **Call to Order-** Chairman Coyle called the meeting to order at 7:08 p.m.
2. **Approval of the Sewer and Water Commission January 12, 2017 Special Monthly Meeting Minutes** – Motion to approve the minutes of the January 12, 2017 Regular Monthly Meeting Minutes as submitted, by R. Peter, second by M. Egan; Motion approved 5-0 (none abstained).
3. **Citizen's Comments** - None.
4. Motion was made to reorder the agenda to and Move Item 8B of the agenda to follow Item 3 to accommodate the presenters and renumber accordingly. Motion made by R. Peter and Seconded by R. Silberman. Motion passed 5-0.

Proposed Sanitary Sewer Connection Request- GAIA Gardens 12 Balaban Road. See Attached Correspondence. Attorney Melanie Howlett and Lenard Engineering presented to the Commission a general site plan of the GAIA Gardens apartment complex located at 12 Balaban Road depicting the configuration of the site and well field and septic system features with known septic system issues highlighted. Additional, they presented a preliminary map of a proposed Sanitary Sewer Alignment that would connect the property to the Town of Colchester's Sanitary sewer collection system locate approximately 3000 feet easterly of the site. Attorney Howlett explained that the Property is

the same location that was once considered for interconnection to the Town Water system. That issue was successfully resolved with the GAIA water system being maintained as an independent water system. The property is under the jurisdiction of the DEEP for on-site sewage disposal (community septic system) and is required to have a permit to discharge granted by the DEEP, once sufficient mapping, design, and engineering is conducted and submitted. The area is subject to shallow hardpan and elevated seasonal ground water table. However, the property owner has two potential choices in regard to obtaining a Discharge Permit from the DEEP. One is to submit a repair plan that would be conducted over a ten year time frame and would extend/replace the existing septic systems, final design details of which is undetermined of at the present time. The other is to connect to the Town's Sanitary Sewer collection system. The site is likely to require a on-site pump station (that would be maintained by the property owner) in order to bring the westerly two-thirds of the premise to the crest of the hill located on the easterly third of the premise. From this point, a gravity sewer main could be installed to Bulkeley Hill Road, then along Bulkeley Hill Road to Route 16, thence easterly to the Town interceptor sewer that crosses Route 16 east of Cabin/Meadow Brook. The crossing beneath of the brook/ or attachment to the bridge over Cabin/Meadow Brook would have to be designed and then approved by ConnDOT. Attorney Howlett noted concern that the septic systems of the Apartment complex are located within the Public water supply watershed for both the Town and GAIA Gardens Public Water Systems. Discussion ensued thereafter. General Consensus was reached in regard to the following: There is adequate capacity in the Colchester collection system and Joint Facilities treatment plant for the flows, (92 units). In regard to capacity and engineering, the issue is addressable. There are no other areas within the sewer shed that are exhibiting failed septic systems and are presently all single family residences or farmland. The area in general are listed a sewer avoidance areas within the State and Town Plans of Conservation and Development. The representatives have been conveyed that there is an established Connection Policy and Fee structure. Dependent upon final design that would be submitted and reviewed, revised and approved by the Town and ConnDOT in regards to if an additional pumping station or siphon at the Cabin Brook / Bridge crossing was required, the Commission conceptually agreed to recommend to the Board of Selectmen (which is the WPCA for the Town of Colchester) that the premises at 12 Balaban Road be allowed to connect to the Colchester Sanitary Sewer collection system.

A motion was made by R. Silberman and Seconded by R. Peter: To recommend to the Board of Selectman acting as the W.P.C.A. of the Town of Colchester, to accept the property at 12 Balaban Road as a customer and connection to the Town of Colchester Sanitary Sewer Collection System subject to the existing Connection an Fee Policy or other mutually agreed to consideration. Motion passed 5-0.

The second request that the Attorney Howlett brought forward is their research with DEEP to obtain any grant funding that they could apply for. Attorney Howlett have been pointed to a grant/loan program by the DEEP regarding funding within the Clean water Act. that would be a 25% grant – 75% loan that the Town would have to be obligated for. Discussion ensued regarding the particular details and the lack of final or definitive documents detailing the grants loan conditions. The Commission noted that without full information, no decision could be made regarding the second request. No action was taken upon the second request by the Commission.

5. Subcommittee Reports

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

Transfers – Motion was made by R.Peter and seconded by M. Hayes to approve the following transfer in regard to union settled change in job description of Administrative Assistant to Assistant to the Director position. Motion passed 5-0.

See Attached Memo:

Water Portion 4003210

From Contingency 50900 - \$1,880 To: Regular Payroll 40101 - \$1,630
FICA & Retirement 41230 - \$250

Sewer Portion 2403207

From: Other Purchases 42340 - \$1,880 To: Regular Payroll 40101 - \$1,630
FICA & Retirement 41230 - \$250

Monthly Financials – Discussion.

Quarterly Billing –As of 2/28/17 we have billed out 77.7% of the projected budget FY 16-17 and collected 73.42% of the projected budget.

Disputes: None.

6. Water Activities

A. Water Activities Report – January & February 2017.

- 1) Service Work: Mark outs , Samples –Dist. And Source, Finals. Profiles, Service Calls, Quarterly Readings, respond to customers complaint issues,
- 2) New Developments, Sewer Connection Movie Property. Northwoods 2 Units, Galaxy Plaza unit Snap Fitness.
- 3) Water Hauling – Halted with Voluntary Conservation Notice –Still in effect.
- 4) Backflow Cross Connections inspections finished throughout Town, correction verifications.
- 5) FY 2017 Vehicle ordered delivered and back being put on.
- 6) Main breaks: none.
- 7) Budget Preparation
- 8) Discovery and investigation of meter disturbance at restaurant at 199 South Main Street.

B. Water Projects Status –

- 1) Park Place – Awaiting Meter installations & Connection Fees.
- 2) Eastern WUCC draft document, ESA, Eastern WUCC Water Supply plan, representation at meeting. See item below
- 3) Decision to defer tank mixers for redevelopment of Well 3 and 5A at substantial savings over previous cost, to assist with drought supply, and as prudence should delay occur in permitting of Well 3A
- 4) Water meter /read software upgrade initial discussion.

7. Sewer Activities

A. Joint Facilities Report –Final close out cost to be completed by February Joint Facilities Meeting. Approximate Budget numbers discussed in regard to Capital Expenditures for the Treatment Plant and Annual Budget.

B. Sewer Activities Report – No unusual activity with Colchester Collection system. Wall Street question from owner regarding uninstalled extra lateral. BA research being conducted.

C. Sewer Projects Status – Discussion above.

8. Old Business

A) RFP 2015-16 Engineering Services Well 3A Project – Update:

Coordinating Test Drilling upon receipt of Certificate. Limited due to budget preparation.

B) Prospect Hill Pump Station – Replacement of check valve. See attached. It is anticipated that the work can be conducted within operational monies being split over the two fiscal years due to the lead time for the ordering and receiving of the specific check valve and the need to install it during low flow time frames.

C) WUCC Report of Activities- The Eastern WUCC has convened and specific to Colchester, Colchester has reaffirmed it's desired to maintain the Corporate Limits of the Town for its ESA (Exclusive Service Area) provider status. Next discussion of the process and Eastern WUCC areas will occur. March. 8, 2017 Meeting discussed.

8 New Business –

A) Agenda Topics – Discussion by Chairman. Topic included the desire to tour the facilities, one day each for Water facilities and one day for sewer Facilities so that newer member could be more familiar with the facilities of the Town.

B) FY -17-18 Operating Budget – Initial Discussion with numbers. Proposed 1.5 % increase on the Water User fee side. Discussion concerning Sewer side use of Fund Balance for Capital Project list at Joint Facility Treatment Plant. At present time Operating budgets still provide positive flow of Capital funds into each respective fund. Direction was given to finalize the proposed budgets for public hearing and recommendation at the April meeting.

9. **Adjourn** - Motion to adjourn, by R. Peter , second by M.Hayes ; Motion approved 5-0. Chairman Coyle adjourned the meeting at 8:47 p.m.

Respectfully submitted,
James Paggioli, L.S.