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Colchester Sewer and Water Commission

Minutes of the February 8, 2018 Regular Monthly Meeting

7:00 P.M Colchester Town Hall. Meeting Room
127 Norwich Avenue
Colchester, Connecticut

Members Present: S. Coyle, R. Silberman, R. Peter, T. Hochdorfer, K.Fargnoli
Members Absent: M. Hayes
Others Present: J. Paggioli (Public Works), Pam Minella (Public Works)

Regular Monthly Meeting

1. **Call to Order-** Chairman Coyle called the meeting to order at 7:00 p.m.
2. **Approval of the Sewer and Water Commission January 11, 2018 Special Monthly Meeting Minutes**– Motion to approve the minutes of the January 11, 2018 Special Monthly Meeting Minutes as submitted, by K. Fargnoli, second by R. Peter; Motion approved 5-0.
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 1/31/2018 we have billed out 73.7% of the projected budget FY 17-18 and collected 66.55% of the projected budget. Quarterly Bills sent out 1/2/2018.
Disputes: None.
5. **Water Activities**
 - A. **Water Activities Report** – January 2018 to Meeting Date

- 1) Service Work: Mark outs, Samples –Dist. And Source Finals. Profiles, Service Calls, Quarterly Readings conducted 12/5, respond to customers complaint issues, turn offs.
- 2) New Developments, - 2 Natures Way
- 3) Water Hauling – Halted with Voluntary Conservation Notice –Still in effect.
- 4) Backflow Cross Connections report completed and submitted.
- 5) Main breaks: Four –Park/Lynn Ave., Windham/Lebanon Ave., Roomies Road, Linwood Ave.
- 6) Well #4 Shut off.
- 7) Snow Operations.
- 8) Force gas well redevelopment technology, Well 3 redevelopment completed.
- 9) Distribution system recon for main breaks.
- 10) Reconfiguration of wells to accommodate redevelopment of Well 3 and address main breaks,

B. Water Projects Status –

- 1) Park Place –Meter installations & Connection Fees at each lot rented and CO Issued. Review Revisions to Upton Road Incord two sites revisions. Revisions to Linwood Ave site plan. Demolition Norwich Ave, Linwood Avenue continuing.
- 2) Eastern WUCC draft document, ESA, Eastern WUCC Water Supply plan, representation at meeting. See item below

6. Sewer Activities

- A. Joint Facilities Report** – Initial Budget Presentation. Corrections.
- B. Sewer Activities Report** – No issues.
- C. Sewer Projects Status** – No issues. See above for review projects.
Additional Upton Road pump station review of existing building for sale.

7. Old Business

- A) RFP 2015-16 Engineering Services Well 3A Project – Update:** Mr. Paggioli informed the Commission that Tuesday 2/13/18 Sampson and Weston along with Jim Duncan of The Stephen Church company will meet to review the design calculations and construction design. The design withdrawal rate are at a minimum of 360 to 400 gallons per minute to a maximum of approximately one million gallons per day, dependent upon the calculation method criteria. The latter amount exceeds the diversion permitting amount and will be discussed. The anticipated well design would be a 48” to 54” diameter outer core with a 24” diameter casing and screen. The annular fill is proposed to be SiLi Beads of same gradation size. The process has been accepted as the current well technology, with decrease of iron build up within the void spacing there by increasing the time frame before redevelopment is required, and decrease in turbidity of the water.
- B) Prospect Hill Pump Station** – Replacement of check valve. Still awaiting estimate documentation. Lighting of Wet Well of the pump station was replaced. Due to the location, the fixtures and switches are required to be explosion proof.
- C) WUCC Report of Activities-** Preliminary Integrated Report from Eastern WUCC review and comments to be submitted. Continued representation.

D) DEEP – Diversion Permit Extension – Discussion and Action. Normally a 6 month warning is sent by DEEP in regards to an expiring Diversion permit. Mr. Paggioli received the expiration warning within 29 days on the expiration date. It was anticipated that the Diversion Permit RFP and application would be a January 2018 agenda item with submission for early spring in conjunction with Well #3A data. Mr. Paggioli would like to prepare the initial application and extension request while submitting the RFP as part of the extension request, with the final renewal being prepared by the chosen RFP firm. Consent Order with DEEP was submitted in order to maintain the existing Diversion Permit withdrawal rate while the RFP and application are submitted. **Update:** Consent signed and returned by State. Withdrawal data submitted to DEEP. RFP to be posted.

8. New Business

A) FY 18-19 Sewer and Water Budget. Discussion regarding proposed budget. Joint Facilities Initial Budget Presentation indicated a large increase in sewer rates, however there were discrepancies regarding the spreadsheet formulas that caused a double counting of approximately \$283,000 of required revenue. Subsequent to the meeting, the necessary corrections, were made and a modest increase to the rate may be required, (1% to 2.5%). The Water portion of the budget will require a rate increase to accommodate the new State mandated fee that water companies will be charged by the State of Connecticut Department of Health to fund State DPH positions. The likely charge will be a dollar per connection/account. Approximately \$2,500. Contractual obligations for the upcoming year indicate 2.25% labor increase. The likelihood is that a 2% increase will necessary in order to cover costs.

9. Adjourn - Motion to adjourn, by R. Silberman , second by K. Fagnoli ; Motion approved 5-0. Chairman Coyle adjourned the meeting at 8:00 p.m.

Respectfully submitted,
James Paggioli, L.S.