

**TOWN OF EAST HAMPTON
WATER POLLUTION CONTROL AUTHORITY
SPECIAL MEETING
MARCH 3, 2015**

APPROVED MINUTES

The Special Meeting of the Town of East Hampton Water Pollution Control Authority was held at the Colchester - East Hampton Waste Water Treatment Plant Meeting Room on Tuesday, March 3, 2015 at 5:00 P.M.

In Attendance: Mark Barmasse, Daniel Valentine, Ralph Nesci and John Suprono (via phone)

Other Attendee(s) Vincent Susco Jr., Public Utilities Administrator and Peter Carli, representing Hampton Woods Development (Mr. Carli joined the meeting at 5:30 p.m.)

1. Call to Order

Chairman Barmasse called the meeting to order at 5:06 p.m.

At the request of Mr. Susco, Chairman Barmasse called for Agenda Item #6 B 2 – Authorization to transfer up to \$175,000 for Sludge Thickening Improvements to be moved to the first item of business for the meeting. Upon motion by Mr. Valentine, seconded by Mr. Nesci, the members **vote was unanimous in favor. Motion Passed.**

6B2: Authorization to transfer up to \$175,000 for Sludge Thickening Improvements

Mr. Susco began the discussion by informing the members that three (3) qualified bids were opened on January 20, 2015 and that Kovacs Construction, Danbury, CT, has been selected for the Sludge Thickener Improvement Project pending final funding for the project being in place.

He reminded the members that there was always an understanding that East Hampton and Colchester WPCAs would need to fund a portion of the costs since the Joint Facilities budget would not be able to cover the entire cost with internally generated funds. As a result of the bidding process the final amount to be split by the two WPCAs has been determined to be \$175,000.00 each for a total of \$350,000.00. This funding level along with the internally generated funding from the Joint Facilities, \$1,100,000.00, will be sufficient to complete the project.

The Colchester Board of Selectman approved the Colchester WPCA request for authorization to transfer \$175,000 from the Colchester Sewer Capital Fund on February 12, 2015.

Mr. Susco referenced the motion passed at the August 5th 2014 EH WPCA Regular meeting authorizing the transfer of up to \$185,500 from the Capital Fund to the Joint Facilities specifically for the Sludge Handling Improvements. He explained as result of the bidding process that the actual amount necessary will be less.

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After a short discussion, the following resolution moved by Mr. Nesci and seconded by Mr. Suprono was adopted. **Vote was unanimous in favor. Motion Passed.**

Resolution: The East Hampton WPCA does hereby authorize management to transfer up to \$175,000.00 from the WPCA Capital Fund (Fund 81) to the Joint Facilities specifically to complete the Sludge Handling Improvements at the Wastewater Treatment Plant as presented at this meeting.

2. Approval of Minutes: Regular Meeting of December 2, 2014

Upon motion by Mr. Nesci seconded by Mr. Valentine, the member's approved the Meeting Minutes as presented from December 2, 2014 (with clarification that management did follow-up on the residential water treatment complaint at Royal Oaks and a water softener was purchased). **Vote 3-0-1 (Chairman Barmasse abstained as he did not attend the December 2 Meeting)**

3. Public Remarks

None

4. Review of Correspondence

None

5. Board of Finance Liaison

None

6. Committee Reports

A. Joint Facilities Committee

Mr. Susco informed the members that a routine meeting took place earlier in the month which included the monthly report from Scott Clayton. The Joint Facilities budget was also reviewed for the second time with approval scheduled at the next meeting. Finally, an Executive Session was held to review candidates for the Public Utilities Administrator position and interviews are being scheduled for selected candidates.

Mr. Suprono, excused himself at 5:15 and was unable to return to the meeting prior to conclusion. Management indicated the remaining portion of the agenda could be presented however, no action could take place on any item.

Operation, Management & Budget Committee

1. 14/15 Budget Status

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Mr. Susco reviewed the current fiscal year's budget (through February 12th) that had been provided in the meeting packet. He informed the members there are no new variances to be discussed. He cautioned members on the affect weather can play on the budget during the spring melt and this year things are behind schedule. Impacts can come from Inflow and Infiltration [I&I] problems around the lake both in manpower overtime and mechanical issues and pump station issues.

2. Authorization to transfer up to \$175,000 for Sludge Thickening Improvements

See above. This agenda item was moved to the beginning of the meeting.

3. 15/16 Proposed F/Y Expense Budget

Referencing the budget that was distributed as part of the meeting packet, Mr. Susco reviewed the WPCA (expenses only) budget for fiscal year 2015/2016. He informed the members that this proposed budget reflects an increase of 7.35% (\$82,000) over last year. He also highlighted the following:

- Current projections for the current fiscal year indicate surplus of approx. \$61,000.00.
- This is the end of current working agreement with Joint Facilities; therefore, a 3% place holder was included for union adjustments (but only impacts ½ of 1 person).
- This budget reflects a PUA starting July 1st at a salary of \$100,000 and taking insurance for a family.
- \$10,000 is earmarked for I&I repairs.
- This year's budget is driven by the flow received at the wastewater treatment plant from each Town, for this year Colchester contributed 42.92% and East Hampton 57.08%. Although these percentage represent a nearly 1% swing from East Hampton towards Colchester over last year each Town will be contributing nearly \$100,000.00 more over last year due to the Capital requirement of the Joint Facilities to fully fund the Sludge Thickener Improvements. East Hampton's 2015 annual contribution to the Joint Facilities has been determined to be \$817,931.00 (account #5899). This represents a \$106,939.00 increase over last year.
- Preliminary revenue projections indicate a \$15.00/EDU increase may be necessary.

Mr. Susco responded to several questions of the members and concluded by reminded all that no action is being requested at this meeting. Feedback was

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requested in order to incorporate changes and provide an updated version at the next meeting.

B. Public Water Systems

At the request of Mr. Susco, Chairman Barmasse called for Agenda Item #6 C 4 – Hampton Woods to be moved to the next item of business to accommodate Mr. Peter Carli who arrived at the meeting. Upon motion by Mr. Valentine, seconded by Mr. Nesci, the members began the Public Water System discussion with Hampton Woods. **Vote was unanimous in favor. Motion Passed.**

4. Hampton Woods

Mr. Susco presented the final step, (Phase II) of the Certificate of Public Convenience and Necessity, (CPCN) for the Hampton Woods community water system. He explained that several meetings with the developers engineer have resulted in a water system that is compliant with the Towns regulations. The Developer's work has been overseen by the Towns engineer.

At the request of the members management provided additional details of the project including but not limited to water supply, water treatment, water distribution and wastewater service.

Mr. Valentine and Mr. Carli left the meeting at 6:05.

1. Village Center

A power surge resulted in the failure of the flow controller for the green sand filters. Resetting required outside services and may result in further programming to prevent a future occurrence. Water quality was not impacted.

2. Royal Oaks

Memorial School was impacted by the same power surge (see Village Center) which took the well offline. Outside services determined there was permeant damage to the contactor and pressure switch, both have been ordered for replacement estimated cost \$1,500.00. While the well is off line water service for the school is being provided by the wells at Royal Oaks with no effect to the system.

Mr. Susco also shared the renewal document with UBS for their meter reading, billing and payment processing for the Village Center and Royal

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Oaks. He informed the members that UBS has serviced the EH WPCA for eight years and service has been exemplary.

3. Villages at Long Crossing

Mr. Susco shared a memo dated January 28, 2015 outlining the process for planning and development of a public water system and informed the members of the issues related to and status of this endeavor.

5. WDTF meeting of January 2015

Meeting did not take place

C. Sewer Development

Nothing to Report

7. Old Business

A. Post Retirement Working Agreement

Agreement has been signed and has been made part of these minutes.

B. Revised & Restated Sewage Transit Agreement with Marlborough

Agreement has been signed and has been made part of these minutes.

C. Public Information Workshop of January 6, 2015

Chairman Barmasse made a presentation about the work of the Water Development Task Force at the Public Information Workshop on January 5, 2015.

8. New Business

No New Business

9. Executive Session

A. Discussion of PUA Candidates

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In lieu of an Executive Session, Chairman Barmasse provided an update to the members stating that interviews are being scheduled for the final candidates and that the interview process will be a panel interview with representative from Colchester and East Hampton as well as the Town Manager of East Hampton.

10. Adjournment:

On a motion made by Mr. Nesci seconded by Mr. Barmasse and unanimously carried, the meeting was adjourned at 6:22 p.m.

Respectfully submitted,

Renee Bafumi
Recording Secretary

Minutes approved by a unanimous vote of the East Hampton Water Pollution Control Authority on April 7, 2015.