



TOWN OF WINCHESTER – CITY OF WINSTED

Town Hall – 338 Main Street

WINSTED, CONNECTICUT 06098

Minutes of Regular Meeting

Water & Sewer Commission

Town Hall, 338 Main Street

August 12, 2025

Chairman called the meeting to order at 6:00 pm. The following members were present: John Massicotte, Joe Lemelin, David Pines, Jamie Coligan, Mike Farrell was absent excused. Also, present was Director of Public Works Jim Rollins, Tom Heuschkel from the Finance Department, Bill Hester, Victor Dubourg, and Heather Fox.

- A. **Public Input-** Matthew Closson-submitted letter to Commission on July 9th in regard to 48 Bridge St Winsted, CT. This is a town owned property that he made an offer to purchase. Contingent on Water & Sewer connection fees. This is a vacant lot, house was previously taken down, currently there is water & sewer on property. Offer for property would be based on waiver of connection fees. Board of Selectman came back and said they do not have the authority to waive those fees. Suggested I write a letter to the Water & Sewer Commission for clarification. Spoke with Victor about this, he has been on property and found the water shut off and we have a pretty good idea of where the sewer is. Asking if there is a connection fee to hook up to water & sewer and if so, can it be waived seeing property already has those connections.

J. Rollins- Was this a property that fees were not collected?

V. Dubourg- Property was blight only, Rhonda looked into that.

J. Massicotte- Hookup fees are to the main water & sewer lines, was meter turned in or thrown out?

J. Rollins- Typically with a legal demo meter gets returned to Water & Sewer Department.

J. Massicotte-Was Meter turned in?

J. Rollins-Have to believe it was.

J. Massicotte- Would need to purchase new meter. As far as hookup fees are concerned hookups are already curb side.

J. Lemelin- Would there be some type of inspection?

J. Rollins- Would have to go out and find lines and camera them as well as check the service line material.

J. Massicotte-So there would be labor involved.

J. Massicotte- This will be an ongoing issue.

B. Hester- They are already hooked up, fees are for a new hookup. I understand the meter charge.

J. Massicotte- There is still labor involved, do we charge by the hour or put a dollar amount on it?

Matthew Closson- Victor did mention before any connection is made, he would want to camera sewer line and there would be an assessment/charge for that, and we are understanding of that.

V. Dubourg- Don't have a dollar figure.

J. Lemelin- We will have to handle these case by case.

J. Rollins- Demos are typically if they rebuild in 5 years, we don't have them abandon the water system. If they do not plan to rebuild then they have to abandon the water at the corporation. (Sewer is cut and capped at property line.)

M. Closson- Need answer for next selectman meeting which is next Monday evening.

J. Massicotte- What's the cost of the meter?

V. Dubourg- 5/8" meter about \$310.00

V. Dubourg- We have another potential one like this on Prospect St and a demo at 170 W. Lake St.

Motion: J. Massicotte to move forward for construction purposed for the water & sewer connection fees to be waived. Connections fees will be waived providing lines are in good condition. Property owners will have to cover cost of a new meter and any labor for inspections and camera services rendered, Seconded by J. Lemelin **Vote:** *all in favor-motion carried unanimous.*

Approval of minutes from Regular Meeting June 10, 2025, Motion: J. Lemelin to approve the minutes for June 10, 2025, seconded by D. Pines. **Discussion:** J. Massicotte had a question about solar credit totals being accurate, T. Heuschkel reviewed and confirmed totals are correct. **Vote:** *all in favor-motion carried unanimous, one abstained J. Coligan.*

Approval of minutes from Budget Meeting June 26, 2025, Motion: J. Lemelin to approve the minutes for June 26, 2025, seconded by D. Pines. **Vote:** *all in favor-motion carried unanimous, one abstained J. Coligan*

B. Report from Finance Department- T. Heuschkel- note no email of financial reports we wanted to pivot to the question that sewer is in a less healthy situation than water is. How are they going to look by end of year? Is sewer going to make it out, ok? T. Heuschkel provided **preliminary** end-of-year report projections.

Fiscal 2025 Year End Preliminary Reports: Reviewed by T. Heuschkel

- Sewer looks like it will close with a small deficit and
- Water looks like it will close with a surplus.

D. Pines-Did we not do a project?

J. Rollins- Still have opened positions and focused on lead service line and water tanks, had no time to go after other projects.

J. Massicotte- When will we get FY 26 reports?

T. Heuschkel- Next month's meeting.

V. Dubourg- For approved rate increases where in the general labor did you project these numbers?

J. Massicotte-There was \$15,000 in the budget we passed for the extra 10% for you guys in both water & sewer.

J. Rollins- It's in unnegotiated line for \$15,000 water and \$15,000 sewer.

Fiscal 2026 Budget: Not provided

123 Water & Sewer Capital Improvements: Reports not provided.

Bank Balances: Sewer Fund- not provided. Water Fund- not provided

Savings Balances: Sewer Fund- not provided Water Fund- not provided

STIF Investment Account Balances: not provided

C. *Update on Solar- not provided*

D. *ARPA Fund's Phase 1 & 2 Update on Approved Projects/Estimated completion dates/changes:*

- ***Pump #1 Danfield:*** Coordinating start date with contractors.
- ***Pump #2 Sewer Pump:*** Fully operational, have abandoned old pump station. Still have fence and some concrete work to finish up.
- ***WPCA Bridge:*** J. Rollins- complete
- ***Raw Water Pumps and Controls:*** Need to touch base with Alex

E. *Update Reimbursement from DWSRF for Water Tanks:* T. Heuschkel-received up to fiscal 24, submit all of fiscal 25 (July 1, 2024-June 30, 2025).

- J. Rollins-Will have to do another package eventually after completion. Anticipate final completion by end of August. Then final punch list.

F. *Lead Service Line Inventory Update:* J. Rollins- H2M kicked into high gear, they chose contractor for pot holing. Had two bidders, went with the lower bidder for two reasons. 1) less money 2) sending out one vacuum crew and one backfill crew rather than two because we don't have the bandwidth to keep up with two crews. Planning mid to end of September for pot holing.

V. Dubourg- have 201 unknowns trying to knock off the unknowns. We have done two on Coe St.

G. *Crystal Lake SCADA & Plant Controls, online watching invoices & Wallens Hill Filling watching invoices: Remaining Budgets Crystal Lake Water Tank & Wallens Hill Completion Dates:*

Crystal Lake Tank & Wallens Hill Tank – working on and made progress last week, working ungodly hours trying to match antique computer language to modern computer language. Looks like its falling into place, fewer unknowns.

H. *Public access for Housatonic Valley Association:* Trail is roughed in worked with interns for two days. Roughed in trail, worked on clearing view sheds and cleared brush.

I. *Lien on 536 Main St. Winsted CT:* J. Rollins- if you recall we wanted to do a mechanics lien but only have 90 days. Town Attorney said treat like sewer rates not paid, so asking commission to have chairman sign lien document for 536 Main St.

Motion: J. Lemelin to have chairman of Water & Sewer Commission sign lien for 536 Main St.- Kent Pizza and file lien with the Town Clerk, Seconded by D. Pines ***Vote:*** *all in favor-motion carried unanimous.*

J. *Election of officers:*

Chairman: J. Lemelin nominated J. Massicotte for chairman, are there any other nominations seconded by D. Pines ***Vote:*** *all in favor- motion carried unanimously, one abstained J. Massicotte.*

Vice Chairman: J. Massicotte nominated J. Lemelin for vice chairman, are there any other nominations seconded by D. Pines, ***Vote:*** *all in favor- motion carried unanimously, one abstained J. Lemelin.*

Secretary: J. Massicotte nominated M. Farrell for secretary, are there any other nominations seconded by D. Pines, ***Vote:*** *all in favor- motion carried unanimously*

Items Working on:

- **PS #1 Danfield:** Coordinating start date with contractors.
- **PS #2 Sewer Pump:** Fully operational, have abandoned old pump station. Still have fence and some concrete work to finish up.

Bill Adjustments: None

Director's Report:

- **OSHA:** Have two consultants, one for labs and one for everything else. Requested an extension through October 6, 2025, which was granted. Contractors think we should be ok for that extension date. Then training. Moving forward slowly.
- **Capital Improvements budget:** Getting fund balance numbers is helpful.
- **Water Tanks:** Closing in on water tanks then full-on with the Lead service line inventory.
- **T. Heuschkel-**Computer upgrades for Water & Sewer Windows 10 coming to an end need to replace computers to support Windows 11

Old Business:

- **Ownership of Grinder Pumps, Water/Sewer Meters Turnover to Property Owners:** J. Rollins- regulations say we own it. Can we change our regulations to say otherwise? USDA says we own it until loan was paid. Not sure if that is true but that is what I have been told. Need to find time to research USDA contract. Would need a public hearing to change regulations.
- **Sewer Chains Drive Shaft Update:** J. Rollins- some issues with wrong parts waiting for a clutch, most of the work is done.
- **Crystal Lake Filter Bed update for 2 to be done in spring-seals are received:** J. Rollins-3 filter beds were to be done, didn't allocate enough to do all 3 beds, need to come up with some more capital
Massicotte- Completed Filter bed 3 and 1 should have \$60,000 left.
J. Rollins- \$60,000 number not accurate
- **Industrial Park (pump station 9) New Generator on Order? Delivery Date September 2025?:** J. Rollins-still on for September V. Dubourg trying to get exact date.

New Business:

- Sue Grossman Trail: moving along looking for grants and low interest loans. Many challenges. Plan is to develop Yield Industries to get them water & sewer down there. Push to get water and sewer down to that area.

Adjournment: Motion: J. Massicotte - made a motion to adjourn meeting at 7:21 pm, seconded by J. Lemelin.

Vote: all in favor-motion carried unanimously.

Minutes Respectfully Submitted,

Heather Fox

Minute Secretary