



# 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*

*May 12, 2026*

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

**Public Input-** Patsy Renzullo-65 Oakdale Ave, owns 259 North Main Street where there was a sewer back up 4/22/26-4/23/26 he received a letter and bill for Suspended Solids Violation from Winsted Water Works. Mr. Renzullo presented commission with a letter/report, he made inquiries with all his tenants and confirmed that none flushed wipes into the sewer system, one tenant said that they specifically ran a load of wash to see if there was any evidence of soapy discharge and observed none. Basement was examined and found no backup from sewer pipe. Said the site of the discharge was opposite the furthest corner (northeast) of his property. Said the shortest hookup from 259 North Main St would be perpendicular to his interior sewer pipe. Would make no sense for installer to run a connector more than twice the distance to hook in. Not a drop of the 1000 gallons of water pumped into the pipe entered the basement. Believes that an abutter 275 North Main or an owner on Walnut St some time ago encroached on 259 North Main when it was the property of prior owner. In addition, he found that he believes he is significantly overpaying for water and sewer. There are three apartments, two with one occupant and the other with four or five. Mr. Renzullo requests that the commission investigate this matter and adjust his overpayments as well as deny the unfair assessment to open the blockage in the pipe for which he is not responsible and has no control over. V. Dubourg said Water Department will set up an appointment to gain access to basement and meter to investigate and we can camera sewer lines.

**Approval of minutes from Meeting April 14, 2026, Motion:** J. Lemelin to approve the minutes for April 12, 2026, seconded by J. Coligan. **Vote:** *all in favor-motion carried unanimously.* J. Massicotte asked to please remove “special meeting” from minutes.

**A. Report from Finance Department-** Finance Department, T. Heuschkel provided detailed finance reports ending 4/30/26.

### **Fiscal 2026 Budget:**

*Sewer fund Budget: Dept 704-Revenue- Total revenue is \$1,737,779*

*Sewer Rents-Current YTD Revenue: \$1,420,563*

*Sewer Rents Past Due: \$63,717*

*Sanitation Plant Department-Department 315- Is at 63% of its budget Year to date expenditures \$673,179.*

*Pumping Station-Sewer Dept 316-* Is at 51% of its budget. Year to date expenditure is \$186,999.

*W.P.C.A.-Dept.* Is at 60% of its budget for the fiscal year. Year to date expenditure is \$439,757.

*Debt Administration-913-* Is 83% of its budget for the fiscal year. Year to date expenditures \$32,177.

*Total Expenditures-*\$1,332,112.

*Revenues-Water Works-* Year to date Revenue-\$1,511,078

*Water Rents Current-YTD Revenue-*\$1,268,303.

*Water Rents Past Due-YTD Revenue-* \$60,500.

*Water Works: Dept 317-* Is at 55% of its budget for the fiscal year. Year to date \$328,198.

*Crystal Lake Water Plant: Dept 319-* Is at 63% of its budget. Year to date \$342,486.

*Water Administration- Dept 321-* Is at 59% of its budget. Year-to-date Expenditures \$397,868.

*Water Commission- Dept 913-* Is at 39% of its budget. Year to date Expenditures \$103,043.

*Total Expenditures-*\$1,171,595.

**Community Investment Fund 2030 (CIF):** T. Heuschkel- asked for letter of support to submit with the town's application for round 9 closes beginning of June \$250,000 for rehabilitation and consultation plan. **Motion:** M. Farrell made a motion that the Water and Sewer Commission approve the letter of support for the Town's Rehabilitation & Engineering Study of Critical Equipment (RESCUE) Plan CIF Round 9 application and authorize the Chairman to sign and submit it on behalf of the Commission, seconded by J. Lemelin. **Discussion:** Commission discussed timing **Vote:** *all in favor-motion carried unanimous*

### **Launch Safe Street Program**

- T. Heuschkel -Reminder, please if you have not taken part in survey, please do as it closes at the end of this month.

**123 Water & Sewer Capital Improvements:** Reports provided and reviewed, discussed in the process of finding all the dollar amounts and closing out to get balances left and how to move forward with the capitals. J. Rollins-still need to get with Alex to see what could be closed. Crystal Lake a lot of the capital projects were taken out of anticipated line item as Jeff had budgeted for it so that money will be rolled into fund balance.

**ARPA Projects-** Reports provided and reviewed, invoices in place.

J. Massicotte- still estimating we are over \$28,000

T. Heuschkel-we are still in the closeout phase of the ARPA project.

J. Rollins-Still too soon to know for sure.

**Bank Balances:** Sewer Fund- \$1,192,812.21. Water Fund- \$1,696,038.78

**Savings Balances:** Sewer Fund- \$176,755.50 Water Fund- \$914,929.09

**Update on Solar Totals reflect charges for 9 months July 2025- March 2026:** Sewer Plant: \$67,754.51 Water Treatment Plant: \$24,041.92, T. Heuschkel-not happy with the solar credits and LSE amounts being almost equal. Why are credits lower and will follow up with LSE as to what is going on and how to maximize these credits.

**STIF Investment Account Balances:** Reports not provided.

**Other Business:**

**B. *Water & Sewer Rate study:*** J. Rollins –No update

**C. *Fiscal 2027 Budget Update:***

- J. Rollins -picking away at budget, plan to have draft ahead of next month's meeting.
- Sewer Plant Generator estimated cost \$400,000 lead time is 25-30 weeks
- Discussed adding Generator to Lead Service referendum
- M. Farrell- if any of the CIP balances could be used towards Generator
- T. Heuschkel- give us some time to close out some Capital projects, and we can see what we have for balances.
- B. Hester- if need be, the Town is willing to front the money for the Generator.

**D. *Update Reimbursement from DWSRF for Water Tanks and Bonding for Water tanks and Water lines:***

- Finance Department provided a DWSRF Loan Summary for the water tank projects includes all expenditures including the recent payment to Bart Clark for engineering services. This is included in the ineligible cost total.
- Discussed loan amount and payments

**D. *Forest Stewardship Plan/ Water Department Conservation:***

- Did meet with a state Forester and we walked the watershed property.
- We have the opportunity to apply for Resilient Forest Grant have application meeting. Tuesday May 19<sup>th</sup> at 11:00AM for up to \$150,000.
- Will need to create RFQ for a Forester.

**E. *Capital Improvement budget update on spending:***

- Will follow up once we figure out what can be closed out and how to move forward with balances. We can then go through it line by line.

**F. *Lead Service Line Inventory Update Phase 2 potholing (130 done, 69 unknowns, 4 known brass lines) & entry plan H2M to inquire with DWSRF about doing application for the update to help ease the cost as they reimburse at 75%. Need 200 potholes to be done in phase 2. Referendum for phase 2 date and cost:***

- Continue to move forward with Phase 2
- Needs referendum-timing is important
- Discussion regarding Lead Sample testing
- Waiting for the final cost estimate from H2M for Phase 2. Added some details and cost did not change so Bart reached out H2M to follow up
- There has been some push from DPH to lower the potholing standard but doubt that will pass.

**G. *Spencer St Booster Station:***

- Pumps and pressure switch delivered
- Waiting on quotes from electrician and plumber
- Complete one at a time

**H. *Perch Rock Trail Transfer Switch and Block Heater Delivery and Install:***

- Replaced control board and that did not do the job, going to give us credit for the control board
- Replacing the transfer switch lead time is 2-3 weeks
- Block heater was replaced

***I. Eversource electrical update to correct power issues at Crystal Lake. Pump Station 8, Perch Rock:***

- Poles and transformers are installed right by Crystal Lake not sure about the rest of the grid still think they have some work to do at the Northfield Station
- J. Rollins-Last week Eversource put in a Call before you dig up on Lake St. Met out there with their representatives to find out what this was all about, so I asked them if this was about the Highland Lake and Crystal Lake grid improvements, and they said yes.

***J. Risk & Resilience Assessment/Emergency Response Plan update:***

- Risk & Resilience Assessment is every 5 years we must update our Risk & Resilience and Emergency Response Plan
- Check list is about 95% complete want to go through it with the Departments and make sure nothing was missing after that just need to submit to DPH that it is completed they do not need to see it as they consider that proprietary information needs to be submitted by June 30, 2026
- Emergency Response Plan is 29 pages near the end of the first phase then will review it with each Department about 25% complete, needs to be submitted by December 30, 2026

***Items Working on:***

- ***PS #1 Danfield Guide Rails to protect system?: V. Dubourg***
  - Guiderail installed
  - Sight line that we were concerned about is fine
  - DOT is happy with everything
  - Site restoration with phased approach due to some drainage issues that the Street Department would need to address

***Bill Adjustments:***

- 41 Hillside Ave- looking for reimbursement for sewer line issue 4/8/26-Entire line from street was backed up solid for 80' before entering our basement. Backed up flooded the floor under the SW room of the basement, had no choice but to call Servpro Provided invoice was \$3,589.71. American Rooter was out on 4/17/26 to snake main line from outside vent they couldn't go past house trap, also snaked from clean out in basement still got stuck at trap. Trap was broken and will need to be replace and camera rest of line to ensure line is clear. Provided invoice \$340.65. Hayes Plumbing was out on 4/16/26 found mystery water under basement floor and that drain line was opened at one end and whole house trap was broken, 4/17/26 to tie up pipe near center, drop cut and cap, dig up trap and T for vent, cut out and re-pipe with new cleanout and PVC. Provided invoice \$1,802.58. American Rooter was back out on 4/30/26 ran snake from the clean out in the basement and pulled some roots but couldn't get past a certain point, used jetter to attempt to get through line but still unable to get through. Used camera attached to jetter and located problem area which is on the street. This line is located right where the street line is located. Recommend customer to call town to check their line. Provided invoice \$1,387.80. V. Dubourg explained his findings and repairs.

J. Rollins said house trap should be at the homeowner's expense.

B. Hester asked once all this work was done and still had an issue is that when he reached out to Water & Sewer Department? Also discussed updating Rules & Regulations will send J. Rollins the language he found.

**Motion:** J. Massicotte made a motion to reimburse \$2,700.00 for the sewer work the homeowner at 41 Hillside Ave had done from line item 2-321-835-0000-0000, seconded by J. Lemelin **Vote:** *all in favor-motion carried unanimously*

***Directors Report:***

***A. Staffing***

- Advertising for the three positions
- Payrate MOU are with the Unions

***B. Sanitary Survey***

- Initial response has been submitted
- Punch list stuff remains

***Old Business:***

- ***Barkhamsted Water Line Installation:*** no update
- ***Crystal Lake Filter Bed update***
  - Zero it out and start fresh FY27 CIP
- ***Industrial Park (pump station 9):***
  - Waiting for new gas meter-Scheduled with Tower Generator
  - Eversource Gas seems to be holding things up
  - Start-up next week
- ***OSHA:***
  - Noise evaluation was below threshold, still suggested a Hearing Preservation Program. Which involves yearly hearing screenings.
  - M. Farrell made a suggestion that this be done at yearly physicals through employees private Doctor
- ***Phragmites near Crystal Lake Dam:***
  - This will be part of the Forest Stewardship Plan

***New Business:*** None

***Adjournment: Motion:*** J. Lemelin - made a motion to adjourn meeting at 7:55 pm, seconded by M. Farrell. **Vote:** *all in favor-motion carried unanimously.*

Minutes Respectfully Submitted,

Heather Fox

Minute Secretary