



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

July 14, 2026

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-absent excused. Also present, Director of Public Works Jim Rollins, Bill Hester, and Heather Fox

Public Input- None

Approval of minutes from Meeting June 9, 2026, Motion: J. Lemelin to approve the minutes for June 9, 2026, seconded by J. Coligan. **Discussion:** CIP and fund balance was had. **Vote:** all in favor-motion carried unanimously.

A. Report from Finance Department- No reports provided from Finance Department.

Fiscal 2026 Budget: No reports provided.

123 Water & Sewer Capital Improvements: No reports provided.

Bank Balances: No reports provided.

Savings Balances: No reports provided.

Update on Solar: No report provided.

STIF Investment Account Balances: No reports provided.

Other Business:

B. 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 J. Lemelin, **Vote:** all in favor- motion carried unanimously

C. Water & Sewer Special Project Consultant- Reappointment:

J. Massicotte nominated Steve Vaill as the Water & Sewer Special Project Consultant, are there any other nominations seconded by J. Lemelin, **Vote: all in favor- motion carried unanimously**

D. Water & Sewer Rate study: J. Rollins –received 1st draft from Woodard & Curran was email over yesterday. J. Rollins reviewed report with Commission. J. Rollins to forward over report to the commission to review. ZOOM meeting Monday July 20, 2026 @ 10:00 AM J. Rollins will send invite to Commission.

J. Massicotte-Did the numbers we gave them include full staff?

J. Rollins-Yes, full staff.

E. Fiscal 2027 Budget Update:

- J. Rollins -expenditures are 90-95% complete, administrative budget is 95% complete. Still waiting for some items from finance. Need to clean up some place holders for Crystal Lake.

F. Bonding for Water Tanks and Bonding for Water tanks and Water lines:

- J. Rollins tank and water main loans have closed and are included in budget for in FY 2027

G. Sewer Plant generator Energy Systems:

- Rental generator is installed and 100% operational from Energy Systems at \$9,700/month.
- 1st month rental is paid fee which should be credited once new generator is installed.
- Replacement generator is \$188,609 plus \$2,940.00 for service contracts.
- 25% deposit \$47,888.00 was paid.
- Total amount to budget in FY-27 \$173,393.00

H. Lead Service Line-Referendum for Phase 2 Date & Cost, Special Town meeting August 11th @ 5:30 PM in the Hicks Room. Referendum on August 18th @ Town Hall 8 AM to 8 PM:

- Special Town meeting 8/11/26 @ 5:30 PM Town Hall.
- Referendum 8/18/26 Town Hall 8:00 AM -8:00 PM.
- DWSRF loan same terms 75% forgiveness and 2% for 20 years.

I. Spencer St Booster Station:

- First one plumbed and wired.
- Second one in a week or two depending on startup.
- Upgrading to a commercial dehumidifier.
- Should be substantially completed by next meeting.

J. Glendale area service leaks:

- Services are all repaired.

K. Risk & Resilience Assessment:

- Risk & Resilience Plan is complete and submitted.

Bill Adjustments:

- 29 Center Street: Sewer line backup, American Rooter called out they tried to snake line up to 75' with machine, tried snaking but snake kept getting stuck, tried both 2" and 3" cutters, line still would not open. Tried using water bags and line still not opening. Used portable Jetter to try and get line to open, line still did not open. Used camera and locator

to find line is broken in the street. Line is slowly draining but unable to use water in the home. J. Rollins-pipe was crushed by contractors when they did the water main project. We made the repair and did camera, and water is flowing through with no issues at this time after the repair was made.

Motion: J. Massicotte made a motion to reimburse \$1,782.50 to owner at 29 Center St from Water Fund Contingency line item 3-000-321-835-0000-0000 for the invoice provided from American Rooter, seconded by J. Lemelin **Vote:** *all in favor-motion carried unanimously.*

- Tax office asked for some clarity/guidance in regard to 25 High St for water service that has been shut off to residents who provide a Physicians note documenting a medical condition. We did turn the water back on once we received the notice.

Motion: J. Massicotte made a motion to leave water on at 25 High St and make a payment plan, seconded by J. Lemelin **Vote:** *all in favor-motion carried unanimously*

Directors Report:

Staffing

- We are down 3 people we did consider 8 applications, (1) offer letter today.
- Payrate MOU are with the unions and making progress.

Water Department Conservation:

- Part of the requirements are for public access to trail, estimated cost of \$10,000 for trailhead parking construction. Kiosk the land trust will build it. Would we like to withdrawal money from the STIF account or use money from budget? J. Rollins will see how Finance would like it done.

Old Business:

- ***Thank you note to Ashley:*** Signed by Commission chair.
- ***Barkhamsted Water Line Installation:*** J. Rollins- had a Barkhamsted resident come in upset, they unfortunately did not have all the facts. I went over plans and they seemed to have a better understanding of the project.
- ***Emergency Response Plan submit by December 30, 2026:*** Emergency Response Plan is 75% complete already way better than last one. On track to be submitted by December 30, 2026
- ***Industrial Park (pump station 9):***
 - Complete.
 - Eversource decided a gas meter was needed in the end.
- ***Eversource Electrical Update to correct power issues at Crystal Lake, Pump Station 8, and Perch Rock Trail:*** J. Rollins said Eversource grid update around lake is complete, we think. We did have an issue at Crystal Lake Plant during the July 4th storm. Plant was on generator backup for 38 hours. Eversource is looking back into the issue. J. Rollins told commission that we had the generator serviced during the service they replaced the turbos. Turbos had an issue that is called “wet stacking” they came back out and ran the generator to clean out the plugged-up turbos.

- ***Forest Stewardship Plan/ Water Department Conservation:*** Resilient Forest Grant has been submitted will not know until December on decision. Forester and Invasive Plant Eradication is advertised and is due on 8/6/26.

New Business:

- B. Hester update on Wallens Hill Development 100-130 new customers for both water & Sewer in the next 5 years.

Adjournment: Motion: J. Lemelin - made a motion to adjourn meeting at 7:40 pm, seconded by J. Massicotte.

Vote: *all in favor-motion carried unanimously.*

Minutes Respectfully Submitted,

Heather Fox

Minute Secretary