



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 11, 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 (Facetime). Also present, Director of Public Works Jim Rollins, Tom Heuschkel, Victor Dubourg, Bill Hester, and Heather Fox.

Public Input- None

Approval of minutes from Meeting July 14, 2026, Motion: J. Lemelin to approve the minutes for July 14, 2026, seconded by J. Coligan. **Vote:** all in favor-motion carried unanimously.

A. Report from Finance Department- Finance Department, T. Heuschkel provided detailed finance reports ending 6/30/26.

Fiscal 2026 Budget:

Sewer fund Budget: Dept 704-Revenue- Total revenue is \$2,267,795

Sewer Rents-Current YTD Revenue: \$1,868,819

Sewer Rents Past Due: \$74,330

Sanitation Plant Department-Department 315- Is at 82% of its budget Year to date expenditures \$878,368.

Pumping Station-Sewer Dept 316- Is at 65% of its budget. Year to date expenditure is \$234,753.

W.P.C.A.-Dept. Is at 78% of its budget for the fiscal year. Year to date expenditure is \$573,043.

Debt Administration-913- Is 100% of its budget for the fiscal year. Year to date expenditures \$38,612.

Total Expenditures-\$1,724,776.

Revenues-Water Works- Year to date Revenue-\$1,968,851.

Water Rents Current-YTD Revenue-\$1,679,984.

Water Rents Past Due-YTD Revenue- \$63,121.

Water Works: Dept 317- Is at 68% of its budget for the fiscal year. Year to date \$405,575.

Crystal Lake Water Plant: Dept 319- Is at 78% of its budget. Year to date \$424,340.

Water Administration- Dept 321- Is at 82% of its budget. Year-to-date Expenditures \$826,075.

Water Commission- Dept 913- Is at 55% of its budget. Year to date Expenditures \$145,075.

Total Expenditures-\$1,801,064.

B. 123 Water & Sewer Capital Improvements: *Finance Department, T. Heuschkel provided detailed finance reports ending 6/30/26.*

Bank Balances: Sewer Fund- \$864,581.45. Water Fund- \$1,155,777.35

Savings Balances: Sewer Fund- \$177,051.02 Water Fund- \$916,458.79

Update on Solar: No report provided.

STIF Investment Account Balances: Water Department Savings: \$526,020.34 Water Department Conservation: \$788,743.02

Other Business:

C. Woodard & Curran update on Water & Sewer Rate study: J. Rollins –Postponed due to Lead Service Line Inventory Phase 2. Commission asked if we could try and schedule Woodard & Curran for next meeting in September to present and review report. If they cannot maybe they can give us some dates.

D. Upgrade to public access to trail head estimated cost \$10,000 budget from STIF account:

- J. Rollins part of the requirements is to have public access to the trail as well as a Forest Stewardship Plan.

Motion: J. Lemelin move that the Water Sewer Commission transfer \$10,000 from the Conservation Easement Investment Account (STIF) to the Water Fund General Fund checking account to fund conservation easement compliance activities, including, but not limited to, the development of public access and trailhead parking. I further move to authorize the Finance Department to establish and adjust the appropriate Water Fund operating and capital accounts necessary to implement this transfer, seconded by M. Farrell. **Vote:** *all in favor-motion carried unanimously.*

E. Fiscal 2027 Budget Update:

- T. Heuschkel provided Proposed Water and Sewer budgets. Commission reviewed and discussed.

Fund 2, Sewer: Discussion of Fund 2.

Motion: J. Lemelin to approve Fund 2 budget in the amount of \$2,381,000 seconded by D. Pines. **Vote:** *3 in favor-1 abstained, motion carried.*

Fund 3, Water: Discussion of Fund 3.

Motion: J. Lemelin to approve Fund 3 budget in the amount of \$2,248,029 seconded by D. Pines. **Vote:** *3 in favor-1 abstained, motion carried.*

F. Sewer Plant generator budget for 2027 is \$173,393.00 this includes?:

- 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 in Capitol Budget.
- Letter of intent submitted.

G. *Special Town meeting August 11th @ 5:30 PM in the Hicks Room. Referendum on August 18th @ Town Hall 8 AM to 8 PM:*

- DWSRF loan same terms 75% forgiveness and 2% for 20 years.

H. *Lead Service Line-Referendum for Phase 2 Date & Cost:* J. Rollins please get out and vote.

- Referendum 8/18/26 Town Hall 8:00 AM -8:00 PM.

I. *Spencer St Booster Station:*

- Second pump plumbed today.
- Second pump startup for next Thursday.
- Upgrading to a commercial dehumidifier.
- 17 PSI increase on top of the hill.
- Need to install (2) PRV's at the bottom of hill.
- Need to replace/modify tank mounts at a later date.

J. *Discussion on liability for replacement, repairs and maintenance of the grinder pumps installed on private residences. Update regulations on connection fees and grinder pumps:*

- J. Rollins- Assessments have been paid in full so as far as we can determine, we can transfer ownership.
- J. Massicotte- Water & Sewer Regulations are they on Town website and under Water & Sewer and are they the updated regulations?
- J. Rollins to follow up with Steve Vaill on pump ownership.
- Discussion had on how to move forward with pumps and the need to find a fair balance.

Bill Adjustments: none

Directors Report:

Moore Ave Sewer Extension:

- Town Manager asked if the Commission would consider an extension of the sewer line on Moore Ave as there is a house which would like to connect which requires an extension of the existing gravity main.
- The existing pump station needs attention.
- The existing gravity main has I&I issues.
- The existing force main has clogging issues.
- Manhole 952 has surcharging issues.
- There are other houses which could be served if we extend the main.
- Property in question can connect but at their expense.
- J. Massicotte -look into Moore Ave pumpstation.

Staffing

- We were down 3 people, we have a new hire Adam Marzi Utility man III he started on August 3, 2026.
- Wade Curtis Plant Operator III was poached by Torrington and did accept the job in their sewer Department.
- Payrate MOU are with the unions.

Forest Stewardship Plan:

- Resilient Forest Grant has been submitted.
- Forest Stewardship out to BID 3-4 qualifications were received.
- Invasive Plant 2-3 qualifications were received.

Old Business:

- ***Barkhamsted Water Line Installation:***
 - J. Rollins- Letter sent to Senese 6/1/26 for System Consolidation (abandon wells and connect) have not had a response.
 - Barkhamsted had PRV meeting with their engineer last week. Another meeting will take place on 8/19/26 at 9:00 AM.
 - V. Dubourg has been called about “water main” leaks in the plaza but it is from the wells.
- ***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.
- ***Eversource Electrical Update to correct power issues at Crystal Lake, Pump Station 8, and Perch Rock Trail:*** J. Rollins- Eversource contact said because of our complaint on 7/4 about the undervoltage issue, they found a faulty ground which they have fixed. We hope this resolves the issue.
- ***Forest Stewardship Plan/ Water Department Conservation:*** Resilient Forest Grant has been submitted will not know until December on decision.

New Business:

Adjournment: Motion: J. Lemelin - made a motion to adjourn meeting at 8:11 pm, seconded by D. Pines. ***Vote:*** all in favor-motion carried unanimously.

Minutes Respectfully Submitted,

Heather Fox

Minute Secretary