



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

September 8, 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, Victor Dubourg, Bill Hester, and Heather Fox.

Public Input-

- Candy Perez, 605 W. Wakefield Blvd- Residents back in 1994 had to pay an assessment for Grinder pumps. Asking policy to consider grandfathering residents in from 1994. Possibly one freebie then have to pay after that if repeat offender.
- Willard Platt, 113 W. Wakefield Blvd- Are 2011 Sewer Regulations were current? According to Article 1301 section 5 letter F of the regulations commission can charge a rental fee for Grinder pump and maintain them. 326 pumps and 10 miles of lines that are supported. Had to replace pump once. Who do we call on a Friday night if we have a issue? Priced out pumps, a used one on eBay is \$2,000.00 and a new one is \$5,000.00. There was a lot of extra money from excess bond money back when pumps were put in. Money that was used for items for sewer. Maybe look into rents or higher maintenance fees

Approval of minutes from Meeting August 11, 2026, Motion: J. Lemelin to approve the minutes for August 11, 2026, seconded by J. Coligan. ***Vote:*** all in favor-motion carried unanimously.

A. Report from Finance Department- Reports not provided by Finance Department

B. Fiscal 2027 Budget- Reports not provided by Finance Department

C. 123 Water & Sewer Capital Improvements: report not provided by Finance Department. J. Rollins did provide a priority list.

Bank Balances: Sewer Fund- report not provided by Finance Department. Water Fund- report not provided by Finance Department.

Savings Balances: Sewer Fund- report not provided by Finance Department. Water Fund- report not provided by Finance Department.

Update on Solar: report not provided by Finance Department.

- J. Massicotte- There has been no solar update for months.

STIF Investment Account Balances: Water Department Savings: *report not provided by Finance Department*
Water Department Conservation: *report not provided by Finance Department.*

Other Business:

D. Woodard & Curran update on Water & Sewer Rate study: Woodard & Curran reviewed their draft of Wastewater & Drinking Water Rate Study.

- Purpose for Rate Study
 - Identify capital improvement needs for both Wastewater & Drinking Water
 - Both Wate & Sewer are aging systems that require significant repair to meet permit requirements in the near and long term.
 - Rates have not increased to keep pace with annual costs and plan for future capital costs.
- Rate Drivers
 - Existing Costs
 - Operations & Maintenance
 - Existing Debt Service
 - Reserve Funds
 - Future Costs
 - Operations & Maintenance
 - Future Capital Costs and Debit Services
 - Reserve Funds
- Projected Rates
Average single users about 145 gallons per day (17.5 HCF per quarter)
 - Considering 3 Tiers

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

- Replacement generator is \$188,609 plus \$2,940.00 for service contracts for a total of \$191,549.00
- 25% deposit \$47,888.00 was paid.
- Total amount to budget in FY-27 \$221,281 in Capitol Budget.
- 10% Contingency \$20,000.00
- J. Rollins- Confident that the price they gave us is the final price.
- J. Massicotte- Do we have a timeframe?
- J. Rollins- Believe 8 months.

F. Spencer St Booster Station:

- (2) PRV's at the two lower houses are complete.
- Commercial dehumidifier on order.
- Steel on order for the panel board.
- Need to replace Expansion tanks with properly sized tanks.

G. 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- USDA in email said that loan is paid off and we can transfer ownership of Grinder Pumps.
- J. Rollins- Every property on the Highland Lake that has a Grinder Pump has an easement so that we can maintain the pumps.
- J. Rollins went over what he found in the Water & Sewer Regulations for the Grinder Pumps ultimately comes down to interpretation/definition of "life of the service".

- Discussion was had on how to move forward with pumps and the need to find a fair balance. J. Rollins thinks should be a service call charge keeping us as the maintainers.
- V. Dubourg- there is also concern about any spillages with property owners not wanting to pay an after-hours charge then you have DEEP involved.
- Discussion to be continued.

Bill Adjustments: none

Directors Report:

Capital Improvements:

- J. Rollins gave commission capital priority report. Would like to have a final priority list and budget numbers for next meeting. Need fund balance from Finance Department.

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 Town manager was given reasons why commission said no.
- J. Rollins reviewed the Water & Sewer Regulations and said there was very little on low pressure forced mains.
- J. Rollins reviewed contractor's submitted permit that provided a sketch of design plan. Permit fee has been paid.
- J. Massicotte asked if design plan was engineered and if they will own this system?
- J. Rollins replied no, the plan was not engineered, but some more details and technical specs are required. Yes, they will be responsible for the system in its entirety.

Staffing

- We were down 3 people, we have a new hire Adam Marzi Utilityman 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.
- Contract in final phase then payrate MOU.

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.
 - PRV meeting back in early August. Have not heard anything since then. Waiting for them to do their side.
- ***Emergency Response Plan submit by December 30, 2026:*** Emergency Response Plan is 75% complete already way better than last one. Needs to be submitted by December 30, 2026, thinking will just send it as is.
- ***Forest Stewardship Plan/ Water Department Conservation (Resilient Forest Grant):*** J. Rollins asked if we could rename this on agenda for future meeting to "Resilient Forest Grant." Grant is

submitted, total for grant is \$150,000. Forester RFQ received 3-4 qualifications. Invasive plant 2-3 qualifications received. J. Rollins asked if anyone would like to be on the selection committee, please let him know. Email will also be sent to Commission so please respond to that email by next week if you are interested.

New Business: None

Adjournment: Motion: J. Lemelin - made a motion to adjourn meeting at 7:50 pm, seconded by J. Coligan.

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

Minutes Respectfully Submitted,

Heather Fox

Minute Secretary