



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, Winsted

AUGUST 10, 2021

Chairman called the meeting to order at 7:04 pm. The following members were present: George Closson, Bill Hester, Joe Lemelin, John Massicotte and Mike Farrell. Also, present was Director of Public Works Jim Rollins, Steve Vaill and Pam Colombie.

Public Input-Resident Will Platt-113 W Wakefield Blvd-concerned with the sewer system capacity around highland lake. 1. Was the system designed for expansion. 2. Are failed septic systems. 3 Are new homes required to hook up and are they paying the assessment. S. Vaill-reassured resident that the system was engineered to include any buildable lots within 300 feet of the road which would include new homes and renovations. New homes are required to pay the sewer assessment.

I. Approval of minutes from July 13, 2021: Motion: Joe Lemelin to accept as corrected the minutes for July 13, 2021 (correct Motion: J. Lemelin to increase septic dumping fee to \$100 per 1,000 gallons starting August 1, 2021, seconded by B. Hester. **Vote:** all in favor-motion carried unanimous.

I. Approval of minutes from July 27, 2021: Motion: Joe Lemelin to accept as corrected the minutes for July 27, 2021 (correct Motion: C. Hester to approve \$2,001,000 in Revenue for Water Works with expenditures of \$1,997,238 following modification. Move \$3,000 from line 322-192-0000 to line 322-875-0000 to increase \$275,000, seconded by G. Closson. **Vote:** four in favor, one abstained motion carried unanimous.

II. Other Business

A. Editorial & Legal Analysis-discussion and revisions made, Pam Colombie to submit changes.

- Question 136-001 Sewer Commission Replace this ordinance with the following: A Water and Sewer Commission is established with the members, terms, powers and duties as set forth in the Town Charter.

- Question 323-001 Sewers (SS 323-2 Definitions.) Revise as follows: Sewer Commission - The Water Sewer Commission of the Town of Winchester as defined..."
- Question 323-002 Sewers (SS 323-5 Building sewers and connections.) Revise as follows: "...industrial building sewer permit, in amounts set from time to time by Winsted Water Works shall be paid to..."
- Question 323-003 Sewers (SS 323-6 Use of public sewers.) Defer decision until after Code publication.
- Question 323-004 Sewers (SS 323-7 Protection from damage.) Revise as follows: revise to maximum permitted by law
- Question 323-005 Sewers (SS 323-9 Penalties.) Revise as follows: revise to maximum permitted by law
- Question 323-006 Sewers (SS 323-10 Liens.) Revise as suggested.
- Question 377-002 Water (SS 377-2 Water rent charged unless notice of disuse.) Revise as follows: "...unless the owner or occupier of the premises shall have given written notice to the Director of Public Works or designee of its disuse..."
- Question 377-003 Water (SS 377-2 Water rent charged unless notice of disuse.) Revise as follows: "...charge to the owner for shutting off said water shall be set from time to time by Winsted Water Works..."
- Question 323-04 Sewers (SS Protection from damage.) Revise as follows: "...any person violating this provision shall be subject to immediate arrest under charge of disorderly conduct, and subject to maximum fine permitted by state law for each..."
- Question 323-05 Sewers (SS 323-9 Penalties) Revise as follows: "...shall forfeit to the Town and pay to the Treasurer thereof, the maximum fine permitted by state law for each such violation, and may be prosecuted criminally for such violation and fined the maximum fine allowed by state law for each offense; provided however..."
- Question 323-006 Sewers (SS 323-10 Liens) Revise as suggested.
- Question 377-002 Sewers (SS 377-2 Water rent charged unless notice of disuse.) Revise as follows: "...with the pipes of the Water Works, unless the owner or occupier of the

premises shall have given written notice to the said Superintendent of its disuse, when a disconnection will be made at the expense of the owner and the use of the water charged..."

- Question 377-003 Sewers (SS 377-2 Water rent charged unless notice of disuse.) Revise as follows: "The charge to the owner for shutting off said water shall be set from time to time by Winsted Water Works."
- Question 377-004 Sewers (SS 377-4 Plumber to make connection.) Revise as follows: "... but no service pipe will be permitted or allowed to remain on any premises where the rent is less than the appropriate annual base rate..."
- Question 377-005 Water (SS 377-5 Excavation in street.) Revise as follows: "...payable in advance, at rates set from time to time by Winsted Water Works..."
- Question 377-006 Water (SS 377-6 Inspection by superintendent. penalty for violation.) Revise as follows: "...and the charge for shutting off said water and for letting on the same shall be set from time to time by Winsted Water Works..."
- Question 377-007 Water (SS 377-8 Monthly report of connection by plumbers.) Delete
- Question 377-008 Water (SS 377-9 Opening and shutting off hydrants, etcl, forbidden.) Revise as follows: "...the Fire Department, except upon the instruction or permission of the Winsted Water Works or Director of Public Works or designee; provided, however, that this ordinance shall not affect..."
- Question 377-009 Water (SS 377-14 Penalties for offenses.) Revise as follows: "...shall, upon conviction, pay a fine equal to the maximum permitted by state law..."
- Question 377-010 Water (SS 377-15 Meters.) Revise as follows: "...for the period subsequent to the meter reading for the last quarterly bill..."
- Question 377-011 Water (SS 377-15 Meters) Revise as follows: "...paid for the cost of the meter, its installation and a service charge in an amount set from time to time by Winsted Works..."

- Question 377-012 Water (SS 377-16 Extensions of service.) Revise as follows: ". . . which application shall be accompanied by a fee as set from time to time by Winsted Water Works, and shall state. . . "

B. Barkhamsted Flow Meter & Theater-J. Rollins-provided documentation regarding meter readings and flow meter at town line and the discrepancy in the readings. He is following up with Don Stein about discrepancies and the installation of the meter at the Cinema.

C. Engineering for bid for Step Screen-J. Rollins-no engineering plans yet.

D. Sewer Plant frozen valve-J. Rollins-Alex has purchase order for new vendor to complete this work.

E. Stream Flow Dam Reports-J. Rollins-will be completed by deadline of August 31, 2021.

F. Expanding sewer to Morgan Dr/Lakeview Rd- G. Closson-still reviewing prior engineering and plans for gravity systems versus pump station, will follow up next meeting.

G. Plan of Conservation & Development Update: G. Closson-Public Hearing is scheduled for August 23rd.

H. Rowley St Bridge Engineering: J. Rollins-this will be submitted on Thursday August 12, 2021.

I. Nanni Drive-repaved-J. Rollins-paving is complete and under budget.

J. Letter template stating reason for approval / denial of bill adjustments-Commission agreed to allow a template which would include reasons for approval or denial of adjustments on commission letter head, office staff to provide draft letter. Rhonda will check into getting an email address for the commission.

K. Sewer lien & water over payment-Sewer Assessment Lien

Motion: G. Closson to approve release of sewer assessment lien for property address of 615 Wynne Rd, second B. Hester. **Vote:** *all in favor-motion carried unanimous.*

L. Election of Officers-

Motion: J. Lemelin to elect John Massicotte for Chairman, second G. Closson, Motion: by B. Hester to close nomination. **Vote:** *all in favor-motion carried unanimous.*

Motion: J. Lemelin to elect Bill Hester for Vice Chairman, second J. Massicotte, Motion: by G. Closson to close nomination. **Vote:** *all in favor-motion carried unanimous.*

Motion: J. Lemelin to elect George Closson for Secretary, second B. Hester, Motion: by M. Farrell to close nomination. **Vote:** *all in favor-motion carried unanimous.*

M. Special meeting for sewer budget August 24, 2021 @ 6 pm.

II. Bill adjustments-tabled to next meeting

Motion: J. Lemelin to table bill adjustments to next month's meeting, second by B. Hester. **Vote:** All in favor-*motion carried unanimous.*

III. Director's Report

- J. Rollins-*Rename bill disputes*-update Website to direct public to call DPW before calling contractor.
- J. Rollins-Mark Lombardo has retired-internal posting of Utilityman II, Plant Operator IV/Water Quality Utilityman job descriptions have been updated and are currently with Civil Service for approval.
- J. Rollins-***Barkhamsted Sewer Maintenance & Repair Agreement***. The second exchange is currently with Barkhamsted.
- J. Rollins-***Meter Upgrade/Zero Reads***-handout was provided to the commission regarding status of zero reads, MIU, repairs, Ultrasonic and Fixtured accounts. We are making great progress.

IV. Old Business:

- *Santoro's*: B. Stratford-no update
- *Sewer plant bridge repair*: still on for 2022.
- *Dam Repair through USDA funding*: J. Rollins-forcing to construct outlet control may speed up this project.
- *Water regulations update*: J. Rollins-we have not looked at that.
- *Tree Harvesting*: J. Rollins-No
- *Barkhamsted MIU*-discussed up above.

V. Adjournment: G. Closson-made a motion to adjourn meeting at 8:35 pm, seconded by M. Farrell. **Vote:** *all in favor-motion carried unanimous.*

Minutes Respectfully Submitted,

Rhonda Roy

Minute Secretary