



TOWN OF WINCHESTER – CITY OF WINSTED

Town Hall – 338 Main Street

WINSTED, CONNECTICUT 06098

Minutes of Special Meeting

Water & Sewer Commission

P. Francis Hicks Room, Town Hall, 338 Main Street, Winsted

May 26, 2020

Chairman John Massicotte called the meeting to order at 4:30 p.m. This meeting was televised and streamed live; callers were invited to call in on 860-738-6958 for public comment. The following members were present: George Closson, Bill Hester, Joe Lemelin, John Massicotte and Tim Moran. Also present was Finance Director Bruce Stratford and Director of Public Works Jim Rollins. This meeting respected all social distancing rules and attendees were well-situated throughout the meeting in the meeting room.

Public Input - none

Discussion on Interlocal Sewer Agreement with Barkhamsted CT: Extensive discussion followed on the proposed Interlocal Sewage Agreement with Barkhamsted; proposed agreement was reviewed page by page; the following items were discussed:

Article A.2.: Add “and low-pressure grinder pumps” at the end of the sentence. Mr. Rollins verified that item is wanted.

Article A.9.: Correct “30 degrees Centigrade” to “20 degrees Celsius”.

Article A.15.: Add “depreciation and replacement” after the word “insurance”. Also add “Sewer Fund” before the word “budget”. J. Rollins verified depreciation and replacement should be included. Discussion followed regarding costs, verbiage, percentages, reminder that this section is definitions, etc. Mr. Stratford requested Sewer fund be specified before the word budget in the last sentence.

Article C.4.: Mr. Rollins suggested more thought be put into this section: peak hourly flow, numbers, limits, etc. Chairman Massicotte noted low pressure pumps would change this. Discussion followed regarding timing of peak flows, limits, where the numbers in the 2002 agreement came from, Lenard Engineering calculations, etc. Mr. Rollins asked about the location of flow meters. Chairman Massicotte said requesting one at each hook-up and one at the town line. B. Hester said this allows for comparison. G. Closson verified they get their water from wells; how does it get measured. Mr. Rollins said we’ll put meters on their well lines. Discussion followed regarding charging based on meter size which is related to service size. G. Closson questioned quarterly accounting. Mr. Rollins explained in order for Barkhamsted to bill their customers quarterly, we need to read the water meters. Extensive discussion followed regarding only reading what’s coming in and going out, base rate would be for what’s coming in and going out, the number of meters, influence of Lombard Ford, issue

needs additional conversation, reading each meter but let Barkhamsted pay us, discovering meter errors, do we need to know individual usage if only charging for flow, etc. Mr. Rollins felt the meters would avoid administrative work to do it right from the start instead of revisiting it later because they'll hook up to water anyway later. Chairman Massicotte suggesting adding a section, C.4.a, Winchester would supply Barkhamsted with an individually metered quarterly reading per hook-up with a final quarter payment due from Barkhamsted to the Winchester Sewer Fund. B. Hester noted Barkhamsted is not paying for our manpower to go over the line to read the meters. Mr. Rollins said he will draft up a package that's consistent. Chairman Massicotte said he would like to get this to Attorney Nelligan by the next meeting. Discussion followed regarding Section 4 and 4.a.

Article C.5.: Chairman Massicotte said the grease/oil separator will be added.

Article C.6.: Chairman Massicotte noted this applies to Barkhamsted homes and facilities directly connected to the sewage system. Discussion followed regarding homes on New Hartford Road were included in this agreement originally and no other subdivision, Exhibit A & B not intended to be included in the agreement anymore, etc. Chairman Massicotte read a letter submitted previously from John Sinese addressing the Barkhamsted Housing Trust. Discussion followed regarding the plans for the Housing Trust and/or farm.

Article D.3.: Chairman Massicotte said if special sampling is needed, it will be billed to Barkhamsted; Lenard Engineering will review the oil/grease separator information. G. Closson noted the DEEP has very specific details for discharge. Discussion followed regarding who has the authority to check the separators, maintenance, alarms, etc.

Article E.1.: Chairman Massicotte suggested adding the hook-up costs and a percentage of major upgrades and depreciation – 1%. Mr. Rollins said E.3. addresses that based on ratio of usage but is that the percentage allowed or actually using. Discussion followed regarding pump stations, previous negotiations with Borghesi, size and flow through existing sewer lines, etc. Chairman Massicotte asked if the cost to hook-up to the Sewer Plant be imposed. Extensive discussion followed regarding costs to originally build the plant, currently have a \$1,000 sewer connection fee, size of lines, charge per pump or MIU, charges allowed in existing regulations, etc. Mr. Stratford said still researching but suggested Barkhamsted pay 1% over 2 or 3 years as an ownership percentage. Extensive discussion followed regarding who is paying for the extension (Barkhamsted or the plaza owner), charges would be similar to Highland Lake sewer assessment services, etc. Mr. Stratford recommended adding a section "Connection Fee". Discussion followed regarding where to add the section, including it in Article E.2., not wanting to pay the fees, replacement costs, Barkhamsted is asking for the right to 1% usage of the plant, if USDA required the expansion, hook-up costs are required for Winsted, users have to pay for the line, etc.

Article E.5.d.: Mr. Rollins asked if DEEP technical information should be included. Chairman Massicotte said that was the original intent. Discussion followed regarding Lombard's oil/grease separator. Consensus is construction can start but has to follow DEEP regulations.

Article E.6.: Mr. Rollins asked to make sure the Town insures the extra area.

Article F.2.: Mr. Rollins said Marty Cormier is not okay with anyone else using the metering systems. T. Moran said earlier we requested that we do the meter readings and now we want to do the meter maintenance – get into their homes, get into their businesses. Mr. Rollins said we already do that at Highland Lake, in condominiums, etc. Discussion followed regarding those are in Winsted, originally Barkhamsted was responsible for maintain their system, etc. Chairman Massicotte was concerned with liabilities and complications working over Town lines. B. Hester felt what’s in that town is that town’s problem. Mr. Stratford said we should be responsible for the meters at the town line and billing only what’s coming through the lines to the sewer system. Discussion followed regarding Barkhamsted has to figure out the billing, water usage, etc. B. Hester added it’s up to them if something breaks down. Discussion followed regarding sharing manpower if they ask for help, liability, etc.

Article K.: Mr. Stratford asked to add “pronouncements” after GAFB (Governmental Accounting Standards Board); this addresses everything we have to abide by.

Article M.: Chairman Massicotte asked to change “15 years” to “10 years” as alot can change.

Chairman Massicotte said next we have to verify Exhibit A; never had an Exhibit B. Mr. Rollins said Exhibit B was the design plans. Discussion followed regarding Exhibit C will be an as built when the project is constructed. Discussion followed the process and timeline. Mr. Rollins asked for comments be sent to him. Chairman Massicotte said expect to have Don review it after Attorney Nelligan reviews it but the Commission needs to review it before it goes to Attorney Nelligan.

Adjournment: Meeting adjourned 5:59 p.m.

Minutes Respectfully Submitted,

/s/

Laurie Bessette
Minutes Secretary

Next Regular Meeting:

Town Hall, 338 Main Street
Tuesday, June 9, 2020 @6:00 p.m.