



TOWN OF WINCHESTER – CITY OF WINSTED

Town Hall – 338 Main Street

WINSTED, CONNECTICUT 06098

Minutes of Regular Meeting Water & Sewer Commission

*Probate Conference Room, Town Hall, 338 Main Street, Winsted
May 14, 2019*

Chairman John Massicotte called the meeting to order at 7:00 p.m. The following members were present: John Massicotte, Bill Hester, Joe Lemelin and Tim Moran. Also present were Finance Director Bruce Stratford, Budget Analyst Caroline Brayne, Director of Public Works Jim Rollins, Superintendent of Water Works Marty Cormier and Selectman Steven Sedlack (advised he was also attending a meeting across the hall). George Closson was absent excused. Also present was former Chairman and long-time Commission member Steve Vaill.

Public Input - none

Approval of Minutes from April 9, 2019: Motion by J. Lemelin to *approve the minutes of April 9, 2019*. Second by B. Hester. **Vote:** All in favor except T. Moran (abstained) - *motion carried*.

Report from Finance Director:

Sewer: Mr. Stratford distributed financial, checking and savings account statements; proceeded to review same; have \$477,000 in the operating account and \$563,000 in the savings account through the end of April; maintaining enough cash in savings for operations; the cash balance will grow during May. Revenues: collected \$1.4 million this year compared to \$1.53 million last year; total revenues are \$1.4 million this year compared to \$1.57 million last year; septic dumping is ahead but there has been no payment from Russ' Septic. Discussion followed regarding action against Russ' Septic. Expenditures: Department 315 is at 69% through 10 months of the year - electricity is on target with 3 months of bills to go; Department 316 is at 63% of the budget – there is an outstanding purchase order which may have been mis-applied. Brief discussion followed regarding an agreement with Tower Generator. Mr. Stratford said the second pension contribution was made from Department 317 as recommended by the actuaries; the Barkhamsted Interlocal line is mostly Lenard Engineering. Mr. Rollins noted a payment from Mallory Brook is in the system and has been coded against this line. Mr. Stratford noted the total fund is at 60% of the budget compared to 66% last year.

Water: Mr. Stratford distributed financial, checking and savings account statements; proceeded to review same; have \$478,000 in the operating account and \$563,000 in the savings account through the end of April. Revenues: currently at \$1.472 million (75%) as compared to \$1.492 million (71%) last year. Expenditures: Department 317 is at 61% through 10 months of the year – the line for vehicle, oil and gas needs to be watched. Mr. Cormier noted doing more with more guys – expect that to level out next year. Brief discussion followed regarding meter purchases. Mr. Stratford said Department 319 is at 66% of their budget; the pension contribution is complete from Department 321; a police invoice hit in Department 322 in April. Brief discussion followed. Mr. Stratford added the budget is comparable to last year

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but had the South Main project; will give an 11-month statement at the June meeting; will not have the final numbers until September. Discussion followed regarding actual numbers, fund transfers, etc.

Mr. Stratford distributed draft 2019-2020 budgets for the Water Department and Sewer Department; noted this is a first cut; will need to make recommendations on sewer rates; water will be fine. Chairman Massicotte verified numbers in the Actual column for 2017-2018. Brief discussion followed regarding the Actual column for 2018-2019 is through 3/31/2019.

Mr. Stratford explained April was sewer assessments month; a number of people paid their entire assessment; proceeded to list the eight (8) owners and addresses: 450 East Wakefield Boulevard, 838 East Wakefield Boulevard, 450 East Wakefield Boulevard, 115 West Wakefield Boulevard, 548 East Wakefield Boulevard, 362 East Wakefield Boulevard, 806 East Wakefield Boulevard and 345 West Wakefield Boulevard; asked for sewer lien releases. **Motion** by J. Lemelin **to issue a release of lien for each of the properties specified by Bruce Stratford.** Second by B. Hester. **Vote:** All in favor - *motion carried unanimous.*

Mr. Stratford requested the Commission write off water and sewer bills for a property acquired through blight at 48 Bridge Street in the amount of \$66.32 for sewer and \$95.35 for water. **Motion** by B. Hester **to write-off the water and sewer bill for 48 Bridge Street.** Second by J. Lemelin. **Vote:** All in favor - *motion carried unanimous.*

Sentinal Services Insurance Discussion on Support: Mr. Rollins said he received an email from Sentinal asking if they can proceed. B. Hester said he checked their references – no problems or issues – seems okay – they do try to use local workers. Mr. Rollins verified it’s okay to proceed – do have a few items in the contract to tweak; will provide the draft next month.

Discussion on Barkhamsted Line Extensions & Interlocal Agreement: Chairman Massicotte verified members read through it and reviewed input from George Closson; distributed correspondence from G. Closson and his own list of items; verified Mr. Rollins got input from Attorney Nelligan. Mr. Rollins explained Attorney Nelligan said he has no concerns with the service area changes. B. Hester noted item #3 (grease traps) is regulated by DEEP and State law. Mr. Rollins said the owner keeps saying he will own the system; the Town has ultimate responsibility. Discussion followed regarding location of the grease trap is part of engineering, including verbiage in the agreement, equipment specifications are already in the by-laws/regulations, no grease traps in Town are passive, etc. Mr. Rollins said the property owner of Mallory Brook has costs but do not think those are correct; the property owner is also looking at the new Zenon system and avoiding Winsted and up the road. Brief discussion followed regarding paving costs, plans for the water line, ownership, DEEP orders, etc. Mr. Cormier asked what the Commission wants – not the property owner. Brief discussion followed regarding accommodating what the Commission is not comfortable with, distance of the sewer line, etc. S. Vaill explained he helped write the original agreement with Don Stein; briefly explained the intent of the original agreement; expressed concern with the proposed location of the meter; reminded attendees this should be an agreement between Barkhamsted and Winsted – not the developer; recommended being cautious talking with the developer; gave an example of the rate issue currently between Watertown and Waterbury; suggested stronger language if Barkhamsted doesn’t pay; proposed Barkhamsted pay an initiation fee upfront. Discussion followed regarding anticipated increase due to the increased sewer usage area, spread the percentage increase over 5 or 10 years, offsetting capital outlay for the Plant, billing Barkhamsted and

not their individual customers, running the sewer lines up Old New Hartford Road, property owners would purchase their low-pressure pumps so not Town maintained, etc. Mr. Rollins said David Battista of Lenard Engineering has taken all those issues into consideration. Discussion followed regarding rates would be the same as Winsted but would include capital. Mr. Vaill reiterated need to work with Barkhamsted as the customer, not the developer. B. Hester concurred. **Motion** by B. Hester **to discuss with Barkhamsted only regarding the sewer connection as proposed by Lenard Engineering down Old New Hartford Road; not interested in an alternate route.** Second by J. Lemelin. **Vote:** All in favor - *motion carried unanimous.*

Interlocal Agreement: Chairman Massicotte suggested going back to the drawing board; consider a percentage for capital improvements; the State guaranteed Barkhamsted 35,000 gallons per day when the plant was built. Mr. Vaill explained the history of the construction of the sewer plant. Brief discussion followed regarding State intervention. Chairman Massicotte said good points have been raised; concerned the Commission may be in over its head; issue seems to be more complex. Extensive discussion followed regarding the State is forcing the Mallory Brook property owner to do something, using consultants from other towns in similar situations, determining what equipment Winsted wants in the Agreement, size of our project, amount of time the Agreement may take, sewer line only up Old New Hartford Road, future plans Barkhamsted may have, Barkhamsted's plans should never cost Winsted anything, etc.

Discussion and vote on Barkhamsted's Proposal for New Route for Sewer Connection: See above

Update on Truck Purchase: Mr. Rollins said it should be mid-July.

LEI Pump Station #8: Mr. Rollins said the final draft bid documents were submitted today; planning the start date right after Labor Day with a 75-day window and a 15-day option if site excavation is required; will look over the final, final draft and then send to Mark Douglass to put it out to bid. Chairman Massicotte verified this is just for the site work and the equipment is already done. Mr. Rollins explained they looked at 9 configurations for the propane tank; this allowed to shrink the footprint.

Sewer Rate Increase: Mr. Stratford noted he will have something with the new budget; won't go into effect until mid-year after the public hearings are held.

Tree Harvesting Discussion: Mr. Rollins explained he emailed the guys again; no response yet.

Water & Sewer Budget 2019-2020: Discussion followed regarding the preliminary 2019-2020 water and sewer budget; emphasis was made notating essentially the budgets did not change much. Extensive discussion followed regarding proposed increases for the Town Engineer to allow him to work for the Water and Sewer Departments outside his 40 hours for the Highway Department, added a full-time secretary, cleaning up the uniform line in each budget, creating a line for the Moore Avenue pump station and a line item for emergency repairs, reducing the amount in contingency, increases in benefits and pension amounts, vacuum truck purchase, debt administration, capital recovery fund, etc. Mr. Stratford said he will email a cleaner budget to Commissioners prior to next month's meeting.

Bill Adjustments: discussed earlier

Director’s Report:

- Internship from the Jimmy Mac Fund: Mr. Cormier explained the tournament cleared \$9,000; asked for a match from the Commission; proposing a 6-week program for a student involving 2 weeks in each division of water, sewer and distribution; hoping to send the student to Gateway College. Chairman Massicotte asked the liability to the Town. Mr. Stratford explained it would be like summer help. Mr. Cormier noted he is working with Judy Palmer at Regional School. Brief discussion followed regarding the number of students to participate in the plan, number of hours per week, planned duties, success and continuation of the tournament, etc. Mr. Cormier asked the Board to fund this. **Motion** by J. Lemelin **to support Marty Cormier’s proposal on the Jimmy Mac Project.** Second by B. Hester. **Vote:** All in favor - *motion carried unanimously.* Mr. Stratford verified the Board wants a line item built in. Discussion followed regarding the Foundation will donate money into the line item to fund the project.
- Amend specifications in the Regulations: Distributed information; trying to modernize the regulations; allow plastic pipe; explained the rationale behind the proposal; only downside is leak detection could be a problem but technology is improving that; explained an on-going issue with corroding pipes on John Street. Mr. Cormier explained the different acceptable types. T. Moran asked if there is proposed language. Discussion followed.

Old Business:

- Bridge Inspection at Sewer Plant \$7,500: Mr. Rollins explained the inspection was completed by Hammonasset; haven’t gotten the report back yet but initial findings are not critical. Brief discussion followed regarding utilizing the super truck for the inspection and cost.
- Overlook Water Main: Mr. Rollins said it will be included in the capital budget.
- Wallens Hill Water Tank: nothing new
- Crystal Lake Dam Historical Review Submitted: nothing new
- Water Leak Repairs (1): Mr. Rollins noted a leak was repaired on Park Place East
- Holmes Drive and Carey Avenue – Interest in Water or Sewer: nothing new
- Hydrant Repairs on Main Street: nothing new
- Whiting Street Pump Station: Mr. Rollins noted still figuring it out.

New Business:

J. Lemelin asked about a house on Spencer Street. Discussion followed regarding water off Upland Road, discontinuing water deliveries to the residence, Upland Road project, etc.

S. Vaill proposed the Town convert one of its vehicles to methane which the Sewer Plant produces; explained the rationale behind his suggestion; noted there is grant money available for it and it’s good publicity; described positive national news coverage the Town received many years ago for raising Trout in its tanks and releasing them into the local river.

Adjournment: Meeting adjourned 9:22 p.m.

Minutes Respectfully Submitted,

/s/
Laurie Bessette
Minutes Secretary

Next Regular Meeting:

 Probate Room
Tuesday, June 11, 2019
 7:00 p.m.