



TOWN OF WINCHESTER – CITY OF WINSTED

Town Hall – 338 Main Street

WINSTED, CONNECTICUT 06098

Minutes of Regular Meeting Water & Sewer Commission Lee Anne LaClaire Room, Town Hall, 338 Main Street, Winsted September 11, 2018

Chairman John Massicotte called the meeting to order at 7:02 p.m. The following members were present: Bill Hester, Joe Lemelin and John Massicotte. Also present were Finance Director Bruce Stratford, Director of Public Works Jim Rollins, Superintendent of Water Works Marty Cormier and David Battista of Lenard Engineering. George Closson was absent excused.

Public Input: None

Approval of Minutes from the August 14, 2018 Regular Meeting: Motion by J. Lemelin to **approve the minutes of August 14, 2018.** Second by B. Hester. **Vote:** All in favor - *motion carried unanimous.*

Tim Moran arrived at 7:04pm.

Carey Avenue Water/Sewer Extension Information Session: Mr. Rollins introduced himself; explained the road condition and reconstruction project; noted this meeting is to gauge interest in water and sewer connections up that road; introduced Mr. Battista. Mr. Battista displayed a map of the area; explained the location of the 600' road; said there are 6 houses, 9 vacant properties and several spur roads; does not include 3 Carey Avenue or 127 East Wakefield as they are already hooked up; **very preliminary** cost estimates for the 1,200' sewer line with connections to the houses and stub to vacant lots is \$360,000; a partial water main would be extended at a cost of \$260,000; the total cost of \$590,000 is to be borne by each new customer: \$24,000 for sewer and \$15,300 for water; costs are very competitive as compared to repairing or installing new systems; the Town could build just water or sewer or neither; the static water pressure is pretty low at the top so the benefit would be marginal although pressure enhancers could be put in houses; reviewed number of properties and ownership of properties; added abutting properties may want to join in; this session is to see if there is interest; some adjacent property owners have expressed interest in tying into the sewer. Mr. Rollins said water has marginal consideration but sewer has interest. Mr. Battista explained the process of property owners buying in after the project is done; if there is unanimous interest, the Town will take it to the next step of detailing costs, etc.; if there is unanimous lack of support or tepid interest, the idea may die out; after the road is in, there would be a lot of extra costs and work; if the project goes forward, everybody pays but this is just to get a general idea of cost and interest. Public comment received from Edward Gauthier, Phil DiLeppo, Katherine Sobol, Paul Horvay, Dona Lang, Alicia Samela and Salvatore Bazzano, Lisa & Cy Goulet, Sally Carotenuti and Patricia Daveluy regarding various issues including installing a shortened line, property assessment methods, surveying residents, if paving costs are included, including Lincoln Avenue, costs to customers already hooked up, access by Sterling Trail residents, timeline, fixing existing pot holes, planned construction

timeline, connecting Norwood via Alpha Avenue, shared roadways, paper roads, what a stub is, planned drainage work prior to paving, state requirements to hook up if within 300', etc.

Report from Finance Director: Mr. Stratford distributed bank statements and finance reports for the water and sewer funds.

Water: Mr. Stratford noted August was a collection period; represents \$488,000 (27% of revenue) collected through 8/31; collected \$338,000 (69% of amount billed); noted revenues are at 17% of the fiscal year and 20% of water rents; total revenues are at 19% which is a little better than last year; expenditures look normal; contingency includes Route 44 Bypass project and Route 44 Re-lining project. Chairman Massicotte questioned the purchase order amount. Discussion followed regarding unexpected costs, purchase orders just written, tracking project costs in the budget, Michels is charging the Town \$462 per week for going past the timeline, this is 2 different projects, etc. Mr. Cormier explained the estimate of time and progress of work. T. Moran verified the first bypass will be gone by the next meeting. Mr. Stratford noted total expenditures are at 26% of the budget; water has \$306,000 in checking and \$556,000 in the investment account. T. Moran asked if money would be taken for either of the projects. Mr. Stratford said he will leave the money in as long as possible; noted there is another collection period. Brief discussion followed regarding computer software cost.

Sewer: Mr. Stratford explained \$412,000 was billed in August (27% of the budget); have collected \$285,000 (69% of billings). Brief discussion followed regarding assessments. Mr. Stratford explained sewer rent collection is better than last year; noted received a \$5,000 payment from Russ' Septic. Brief discussion followed regarding investment income and sludge disposal fee. Mr. Rollins said he was surprised by the vehicle gas, oil and grease line. Mr. Stratford suggested watching it. Brief discussion followed regarding the new excavator. Mr. Stratford noted the cash balance is \$268,000 and the investment account has \$556,000. Mr. Rollins said he received an invoice from the Department of Public Health for the \$2.57 per water service charge as was discussed several months ago; this invoice is for \$3,341 and the other half will be billed in January. Brief discussion followed regarding \$6,640 was budgeted.

Update on Insurance Claim for Water Main on South Main Street: Chairman Massicotte reminded attendees it was decided not to pursue to allow work to progress.

Michels Contract for Temporary Bypass on South Main Street: The Town is paying \$462 per week (discussed earlier).

Estimate on Oakdale Generator: Mr. Rollins said he emailed the proposal; hoping to approve the bid as the vendor has held the price. Discussion followed regarding propane versus natural gas. Mr. Rollins said propane is less expensive, quick and easy. Mr. Cormier added will own the propane tank. Discussion followed regarding where to take the money from. **Motion** by J. Massicotte **to use \$37,000 from 322-935-0000 for the Oakdale Avenue Generator; to include the generator, propane tank, installation and possible fencing.** Second by J. Lemelin. *Discussion:* Discussion followed regarding timetable should be 8 – 10 weeks with completion by December 20, 2018. **Vote:** All in favor - *motion carried unanimous.*

Bid Package by Lenard for Pump Station #8: Mr. Rollins explained the information went into the bid specification; explained the 2 options; would like to put the bid out right away with specific equipment to two specific companies and then have the pump installation separate. Chairman Massicotte said he felt more comfortable doing an open bid. Mr. Rollins said he will put it out to bid; going ahead with the temporary and bypass; doing most of the work ourselves; still planning on doing this this year.

Barkhamsted Check for Initial Engineering for Water/Sewer Connections: Mr. Rollins said trying to craft the agreement for the developer; when the letter of agreement is done, the developer will write the check and will move forward; asked if want to write the purchase order or wait. Consensus is to wait until the check is written.

Updated Draft for Barkhamsted Interlocal Agreement - discussed above

Bill Adjustment Process: Mr. Rollins said the paperwork looks good; suggested notification be written only. Brief discussion followed regarding consideration should be done on a case-by-case basis.

Director's Report: Mr. Rollins addressed the following:

- Primacy Fees: Department of Public Health – discussed earlier

Chairman Massicotte asked about the bridge to the sewer plant and job applicants. Mr. Rollins said he hasn't gotten to the bridge; as of today, have 4 qualified applicants for the Sewer Plant position and 0 qualified applicants for Utilityman III. Chairman Massicotte asked about the 7 water leaks discussed last month. Mr. Cormier noted all the permits are in; waiting to finish the current project.

Old Business:

- Crystal Lake Dam Report: Mr. Battista said the report has been submitted to the State. Mr. Rollins noted the USDA was out but wasn't able to get it.
- Watershed Survey: Mr. Rollins said the report was submitted – it's ongoing.
- Wallens Hill Water Tank: Mr. Rollins said repairing is as costly as replacing; going to check the price of scrap metal; hoping to off-set the cost; need to get it down. Brief discussion followed regarding bidding it so the scrap metal guy takes it down.
- Barkhamsted Interlocal Agreement Update: - discussed earlier

New Business:

- Crystal Lake Tank: Mr. Rollins reminded attendees the tank has spalling issues; Jeff Rines has been reaching out to find solutions. Brief discussion followed regarding this is included in the budget. Mr. Rollins said he thinks it can be repaired without draining it. T. Moran suggested getting a report from the company. Mr. Rollins said he is getting a report but they need more information.

Adjournment: Meeting adjourned 8:30 p.m.

Minutes Respectfully Submitted,

Laurie Bessette
Minutes Secretary

<p>Next Regular Meeting:</p> <p>Probate Room Tuesday, October 9, 2018 7:00 p.m.</p>
