



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 March 13, 2018

Chairman Richard Nalette called the meeting to order at 7:04 p.m. The following members were present: Richard Nalette, John Massicotte and Tim Moran. Also present was Director of Public Works Jim Rollins.

Public Input- none

Approval of Minutes from February 13, 2018: Motion by J. Massicotte to *approve the minutes of February 13, 2018*. Second by T. Moran. **Vote:** All in favor - *motion carried unanimous*.

Report from Finance Director– not present

Update on Next Step to Proceed with Repairs to Crystal Lake Dam: Chairman Nalette explained the process is on-going but have some work to do with SHPO (State Historic Preservation Office); in the process of getting it going again.

Ongoing Discussion with Barkhamsted regarding Water and Sewer Agreement: Chairman Nalette said all meetings have been cancelled as the customers have gone away.

Update on East Wakefield Pump Station #8 regarding Land Purchase and Type of Station: Chairman Nalette noted documents were found showing we have a right-of-way for the property the current pump station is on but missing one document. Discussion followed regarding the right-of-way agreement and still planning on retro-fitting the existing pump station.

Possible Sewer Line Extension Holmes Drive Area: Chairman Nalette said to plan on next month for the hearing.

Fund Transfers: Chairman Nalette distributed copies of two (2) fund transfer requests; one is transferring \$16,000 from Water Works Emergency Services (317-925-0002) to Water Works Contracted Services (317-831-0000) and the second is transferring \$5,000 from Sewer Works Pipe and Manholes (316-865-0000) to Sewer Works Office Supplies (316-806-0000) in the amount of \$2,000 and Sewer Works Computer and Software (316-812-0000) in the amount of \$3,000. **Motion** by T. Moran to *approve the proposed fund transfers*. Second by J. Massicotte. **Vote:** All in favor - *motion carried unanimous*.

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

- Rich Kemp's exact retirement date is uncertain but it's coming; working with the Civil Service Commission on the job description.

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- Charlie Nichols is expected to retire at about the same time.
- Met with a company offering water and sewer service insurance; Torrington offers similar internally but the company would like to make a presentation to the Board; supported listening to their presentation. J. Massicotte expressed his doubts. Mr. Rollins explained the services the company provides. T. Moran said homeowners can add that endorsement to their insurance policy.
- Carey Avenue Sewer and Water line extension report is complete; 1,200' sewer line extension is estimated at \$360,00; detailed the plans; 800' water line extension is estimated at \$230,00; detailed the plans and complications; noted the cost would be shared by property owners; thinks both improvements would be unlikely but the sewer line might generate more interest. Discussion followed regarding a water line was run down Route 800 to DMV but no one has opted into it. Mr. Rollins suggested inviting the property owners in for an informative session; noted the number of properties with existing service; if the septic line is run, those properties will have to tie in when their system fails. J. Massicotte asked if there is cost savings for doing both lines at the same time. Mr. Rollins said think that was presumed. Discussion followed.
- GIS work is continuing but delayed by snow.
- Holabird bridge water main is operational again.

Old Business:

- J. Massicotte verified the tank at Wallens Street is drained. Mr. Rollins said it looks like Crystal Lake dam needs to be off-line for repairs; going to request putting Wallens Street back online during repairs. Discussion followed regarding the amount of time needed for repairs, hoping to have rough numbers soon, etc.
- Mr. Rollins noted Pump Station #8 continues to be a problem

New Business:

- Election of Officers- **Motion** by T. Moran **to leave the current officers as is.** Second by J. Massicotte. **Vote:** All in favor - *motion carried unanimous.*
- Discussion followed regarding having Joe Lemelin appointed to the Board.
- J. Massicotte asked about bonding. Chairman Nalette said not sure we can do bonding if we have a line of credit. Discussion followed regarding if we bond before a project is done, putting bonding money paying for the project, continuing to set aside the bonding money after the bond is paid off, effect of increases, timeline for the line of credit to bonding, process for bonding, etc.

Adjournment: Meeting adjourned 7:51 p.m.

Minutes Respectfully Submitted,

Laurie Bessette
Minutes Secretary

Next Regular Meeting:
Probate Room
Tuesday, April 10, 2018
7:00 p.m.