



## TOWN OF WINCHESTER – CITY OF WINSTED

Town Hall – 338 Main Street

WINSTED, CONNECTICUT 06098

### ***Minutes of Regular Meeting Water & Sewer Board Probate Conference Room, Town Hall, 338 Main Street, Winsted November 8, 2016***

Chairman Richard Nalette called the meeting to order at 7:04 p.m. The following members were present: Richard Nalette, John Massicotte, Tim Moran and David Villa. Tim O'Meara was absent excused. Also present were Jim Rollins, Director of Public Works, Bruce Stratford, Director of Finance and David Battista of Lenard Engineering.

**Public Input** - none

#### **Approval of Minutes from October 11, 2016:**

**Motion** by J. Massicotte to **approve the minutes of October 11, 2016**. Second by D. Villa. **Vote:** All in favor except T. Moran (abstained) - *motion carried*.

**Report from Lenard Engineering, Progress on Pumps Station:** Mr. Battista distributed soil borings results; explained the findings; noted property lines are still being determined; can start thinking of the technical aspects; distributed a sketch and explained the details of the same; noted blasting is not likely an option – going to need mechanical methods; explained the probable operation failure of the existing system – the proposed system would allow better management. Discussion followed regarding 104' distance between the existing system and proposed new location, same location would still go into rock but not as much as the new location, methods of excavation for each location, expanding the existing wet well may be more cost effective, considering all options, etc. Mr. Battista said definitely looking at options – deeper versus wider, adjacent tank with a short circuit connection, etc. D. Villa suggested a settling tank. Mr. Battista said new technology can handle the plastics and wipes easily now; details are yet to come; the sketch shows the challenges of the Perch Rock Trail property. J. Massicotte verified there is enough money to continue the evaluation; asked about the time frame. Mr. Battista explained it should take 1 to 2 months - probably January; the Board will have to make a decision on the final design; still on the predicted schedule; expect property acquisition may mess it up. D. Villa asked Jim Rollins about the longevity of the existing system. Mr. Rollins said the valves inside have been customized – expect it to last about 6 months. Discussion followed regarding the process will probably take more than 6 months, back-up plan using 1 pump instead of alternating pumps and having Certified Sewer available to keep pumping it. Mr. Battista said have to keep moving hard and following the schedule.

**Lenard Engineering Report for USDA Rural Development Grant** – Mr. Battista said no progress – will work on it in December and January when things get quiet.

**Updated Budget of 2016-2017:** Mr. Stratford proceeded to distribute budgets. J. Massicotte suggested reviewing the information received tonight and voting on the budget next month. Mr. Stratford noted the sewer budget includes a 4% rate increase and reflects the difference for a full year versus 2 billing cycles. Mr. Rollins asked when the increase has to be in place to put it in the bills for February. Mr. Stratford said December 31<sup>st</sup>; noted the 4% increase will give sufficient funds to cover the budget; explained the figures on the spreadsheet will generate revenue needed to cover the budget; will fall short for this fiscal year but over four cycles will be in good shape. T.

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Moran verified money was moved into a separate account and the capital recovery is a new charge. Mr. Stratford explained the intent of the capital recovery charge. D. Villa said he strongly urges the adoption of this – things break and need maintenance; this is a method to allow continued improvement to the system. T. Moran gave the reasoning for the last increase and his reasoning for abhorrence of this increase. Discussion followed regarding capital investment in the sewer fund. D. Villa noted the budget will be reflective of actual facts. T. Moran suggested cutting the budget, noted job descriptions were amended and salaries increased, etc. D. Villa said the budget has to go up.

Mr. Stratford distributed the 2016-2017 water budget; no increase other than \$10 per quarter for the capital recovery charge; explained the figures on the spreadsheet. Brief discussion followed regarding the water side generally generates a surplus. Mr. Stratford said this exercise was helpful in realizing the revenues. Discussion followed regarding noticing the public hearing for the next meeting, doing it without a budget in place, holding the public hearing allows the revenues to adopt a budget, Public Works has an operating budget, etc. D. Villa asked how far from the end of the fiscal year will the Board know where it stands. Mr. Stratford said should have a really good idea by August 31<sup>st</sup>. Discussion followed regarding fiscal adjustments, getting updates, etc.

Mr. Stratford distributed water and sewer updates; explained he is comparing this fiscal year to last year. Brief discussion followed regarding the water revenues reflects one billing and it was for base rate only – no usage. Mr. Stratford continued his explanation of the 2015-2016 comparison for the sewer funds.

**Discuss Rate Increase for Sewer Service Only:** Discussed earlier

**Director's Report:** Mr. Rollins said the biggest thing is the sanitary survey by the Department of Public Health; the diver was cleaning the inlet screen - noted the current grate could be revised to allow more water; the State is in a panic regarding water; think the Town will be fine but need to be aware of options. Brief discussion followed regarding communication with the State. Mr. Rollins noted the only mandate is increased reporting; sent a note to users to conserve water. Brief discussion followed regarding removal of the beaver from the canal.

**DPH Inspection of Water Treatment Operation, Wallens Hill Tank, Lead Testing Requirement:** Mr. Rollins said the State was totally amazed with the water filtration plant but focused on the pressure reducing valve at Highland Lake and the water tank on Wallens Hill. Extensive discussion followed regarding the inspection schedule for the Wallens Hill tank, no discrepancies were found last time, had proposed painting it just to make it look better, what the Department of Public Health will be looking for, either tear it down or replace it with a taller standpipe, how often the contents are tested, Fire Marshal has to agree to remove the tank, evaluating the system without the tank if there was a big fire, health department guidelines for water storage, Crystal Lake capacity, etc. Mr. Battista explained the statistics of demand if there was a large fire, mass balance of water out and water in, water would be forced to reverse, etc. Additional discussion followed regarding draining it and tear it down, cost to get it refurbished versus the cost to replace it with a standpipe, the necessity of the tank, fire loads needed, impact of the beaver dam, etc. Mr. Rollins said some kind of action needs to begin – a rough engineering print, conversation with the Fire Marshal, etc. Mr. Battista said there are two options – remove the tank completely or put a taller standpipe. D. Villa noted that's why we need the capital money. Mr. Rollins said the other DPH issue is the temporary pump stations/generators; the water supply plan needs to be updated. Discussion followed regarding submitting the 2005 plan that was never accepted due to the Mad River Dam issues. Mr. Rollins said there were some other small paper pushing things.

**Old Business** - none

**New Business** - D. Villa asked about the Oakdale Avenue generator. Chairman Nalette said it was removed to fill it up. Brief discussion followed regarding the State application for the generator was withdrawn, installing a propane generator, gas line stops at Palmer Avenue, zero pressure if the pumps are down, etc.

**Adjournment:** Meeting adjourned 8:34 p.m.

Minutes Respectfully Submitted,

Laurie Bessette  
Minutes Secretary

**Next Regular Meeting:**

Probate Room  
**Tuesday, December 13, 2016**  
7:00 p.m.