



## TOWN OF WINCHESTER – CITY OF WINSTED

Town Hall – 338 Main Street

WINSTED, CONNECTICUT 06098

### *Minutes of Regular Meeting*

### *Water & Sewer Commission*

*Town Hall, 338 Main Street*

*February 13, 2024*

Chairman called the meeting to order at 6:00 pm. The following members were present: John Massicotte, Joe Lemelin (FaceTime), George Closson, Mike Farrell. Also, present was Director of Public Works Jim Rollins, Finance Director Ann Marie Rheault (Via Phone), Victor Dubourg, Alex Combes, Bill Hester, Steve Vaill and Heather Fox.

**Public Input-** none

- I. Approval of minutes from Regular Meeting January 11, 2024, Motion:** J. Lemelin to approve the minutes for January 11, 2024, seconded by G. Closson. **Vote:** *all in favor-motion carried unanimous.*

#### **A. Report from Finance Director-**

##### **Fiscal 2024 Budget:**

*Sewer fund Budget: Dept 704-Revenue- Total revenue is \$1,140,918.*

*Sewer Rents-Current YTD Revenue: \$774,785      Sewer Rents Past Due: \$94,048*

*Sanitation Plant Department-Department 315- Is at 40% of its budget. Year to date expenditures \$450,720.*

*Pumping Station-Sewer Dept 316-Is at 26% of its budget. Year to date expenditures \$112,019.*

*W.P.C.A.-Dept Is at 36% of its budget for the fiscal year. Year to date expenditures \$319,791.*

*Debt Administration-913-Is at 76% of its budget for the fiscal year. Year to date expenditures \$51,087.*

*Total Expenditures-\$933,616.*

*Revenues-Water Works- Year to date Revenue-\$967,015.*

*Water Rents Current-YTD Revenue-\$796,173.*

*Water Rents Past Due-YTD Revenue-\$89,452.*

*Water Works: Dept 317- Is at 37% of its budget for the fiscal year. Year to date \$259,381.*

*Crystal Lake Water Plant: Dept 319-Is at 37% of its budget. Year to date \$211,979.*

*Water Administration- Dept 321- Is at 39% of its budget. Year to date Expenditures \$177,185.*

*Water Commission-Dept 322-Is at 42% of its budget. Year to date expenditures \$204,387.*

*Total Expenditures-\$885,647.*

*123 Water & Sewer Capital Improvements- Capitol Improvement spreadsheets provided and reviewed by Ann Marie. Further discussion to follow regarding funding.*

*Bank Balances-Sewer Fund- \$1,278,015.89, Water Fund-\$2,251,456.76.*

*Savings Balances: Sewer Fund- \$172,828.15, Water Fund- \$890,290.53.*

- B. *Update on Electricity Analysis-*** Ann Marie provided electricity and solar accounts summary up until December 23. Net sewer solar credits: \$7,905.55, Net water solar credits: \$2,805.19
- C. *Sewer Plant Transfer Switch-*** A. Combes-switch delivered as well as a 2<sup>nd</sup> double pull switch, holes drilled. Working on rigging contractor once rigging is lined up will contact Traver for a start date.
- D. *Crystal Lake Filter Bed-*** J. Rollins sand blasting complete, priming started. NSF anchors were delivered but not installed yet.
- E. *Tree Removal along 263-*** J. Rollins-Eversource almost complete with their part. Distinctive Tree will be back in town in the coming weeks, have been delayed due to the weather.
- F. *Raz Pumps:*** has been delivered in service building, an indoor winter project.
- G. *Barkhamsted Water line drawing:*** J. Rollins- No update on drawing.
- H. *Raw Water Pumps:*** No update
- I. *Housatonic Valley Walkway Status:*** J. Rollins had a meeting with Housatonic Valley Association on 1/12/2024. Map of proposed hiking trails provided to the commission. J. Rollins reviewed the map with the commission members. The only issue is three minor encroachments on watershed property. Possible property line adjustment, J. Rollins will follow up.
- J. *Phone stipend:*** J. Massicotte asked about on call phone stipend, J. Rollins to provide a price breakdown of on call phone stipend.
- K. *Resolution Notices:*** Resolution of the Town of Winchester Water Sewer Commission concerning financing Water Main Improvements and Resolution of the Town of Winchester Water Sewer Commission to Address EPA/DPH Requirements for Lead Service Line Regulations and two water main projects.  
  
***Motion:*** J. Lemelin authorize to move forward to split resolutions into three 1) Lead Service Line Inventory 2) Water Main Improvements Vons Lane and W. West Wakefield Blvd 3) Water Main Improvements Bridge, Perkins, and Fruit St to present to the Board of Selectman. seconded by G. Closson. ***Vote:*** *all in favor-motion carried unanimous.*
- L. *E-One Pumps:*** J. Rollins (20) E-One pumps ordered and received. 2<sup>nd</sup> (20) E-One pumps ordered expected 1-2 weeks.

**II. Items Working on for Summer and Fall**

- **PS #1 Sewer Plant:** J. Rollins- Waiting for the weather to clear up to start excavation work.
- **PS #2 Danfield:** J. Rollins- Still waiting on permit from DOT, had a close call with a car crashing into the pump station thankfully only needed a bit of electrical work.

**III. Bill Adjustments:** None

**IV. Director's Report:**

- **Sewer Plant Digester:** A. Combes- sewer plant digester full of rags has not been cleaned in the 35 years of operation. Have a company out of Vermont would need to do an assessment, to do that will need to take a trip down for a site visit. Cost for visit \$4,200. Will need to replace (2) sludge pumps already have funding in capital, requesting a BID waiver for proprietary vendor BDP Industries, they have intimate knowledge of our systems as they have been to the plant on multiple occasions to diagnose issues. They also installed the polymer system which has been working flawlessly since the day it was started up.

**Motion:** J. Lemelin made motion for BID waiver for proprietary vendor BDP Industries in the amount of \$27,346.47 for the (2) sludge pumps, seconded by G. Closson. **Vote:** *all in favor-motion carried unanimous.*

- **Santoro's Cleaners:** Waterbury Republican Newspaper article stated that Santoro's plans to pay 100% to everyone.
- **Crystal Lake & Wallens Hill Tank Sites-** Plant controls and SCADA system meeting last week to refresh all on project. J. Rollins to follow up with DPH on interim vs. permanent funding for water tanks.
- **Lead Service Inventory:** Bid opening postponed from today February 13, 2024, at 10:00 AM due to storm to Thursday February 15, 2024, at 2:00 PM.
- **Main Focus 2024:** Water tanks: Wallens & Crystal Lake, Sewer Pump Stations: Danfield & Sewer Plant. Lead Service Line Inventory, Drinking water state revolving fund and Water Main Improvements on Bridge St, W. Wakefield Blvd, Perkins, and Fruit St.

**V. Old Business:**

- **ARPA Funds Phase I-**\$350,000 sewer plant's raw water pumps/\$350,000 sewer pump station rehabilitations 12/6/21-*no update.*
- **ARPA Funds Phase II-**\$450,000 sewer plant step screen/\$250,000 sewer plant septage receiving station & other water & sewer capital projects 6/20/22-*no update.*
- **Sewer Plant Chains to be installed in the spring:** Still on for the spring.
- **36 sewer assessments liens-**Tabled

**VI. New Business:** None

**VII. Adjournment: Motion:** J. Lemelin- made a motion to adjourn meeting at 7:30 pm, seconded by M. Farrell. **Vote:** *all in favor-motion carried unanimous.*

Minutes Respectfully Submitted,

Heather Fox

Minute Secretary