



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 March 8, 2016

Chairman Richard Nalette called the meeting to order at 7:06 p.m. The following members were present: Richard Nalette, Tim Moran and Tim O'Meara. Also present was Jim Rollins, Director of Public Works. John Massicotte was absent. David Villa was absent excused.

Public Input – none

Approval of Minutes from February 9, 2016

Motion by T. Moran to **approve the minutes of February 9, 2016**. Second by T. O'Meara. **Vote:** All in favor - *motion carried unanimous*.

Updated Budget of 2015-2016: Mr. Rollins said nothing new – focusing on the town budget then will work on the water and sewer budgets. T. O'Meara said he spoke with Chris King who said he is willing to come in to talk with the Commission and address the money supposedly owed to the Town and the additional \$325,000. Discussion followed regarding bringing in King, King & Associates.

Update on questions asked of the Finance Director: Chairman Nalette noted the Finance Director was unable to attend. J. Rollins suggested Mr. Stratford attend when King, King comes in.

J. Massicotte arrived at 7:22 p.m.

Handle water and sewer emergency calls: Mr. Rollins explained the process has been handled by the Police Department for years – they dispatch water and sewer personnel; have been trying to iron this out – Jim McCarthy has been available 24/7 for years – the other 4 guys don't want to respond – it's an imposition to respond – this is more about compensation than ability; the feedback is it would be a supervisor upgrade or similar; have compared how other towns handle it; proposing \$400 upgrade for the on-call position plus overtime for responding – ultimately expect the cost to be approximately \$30,000 to the department per year; need to groom Jim McCarthy's co-workers to learn what he knows; want to re-create the supervisor position to allow that knowledge transfer and allow better customer service, cross-training and compensation. Extensive discussion followed regarding the 4 guys will be on-call 13 weeks per year, bringing in another employee to fill the gap left by the promotion, compensation, availability, incentive, calls will go directly to a dedicated phone, impact on next year's budget, doing the \$400 weekly as an upgrade, rewarding the person taking the call, talking with the union representative, getting something in writing for the Commission, etc. J. Massicotte asked about updated job descriptions. Brief discussion followed.

Fee for turning on and off service - \$100.00: Chairman Nalette said he is working on it with Attorney Nelligan who will be recommending a form to be published in the paper raising rates. T. O'Meara said he talked with Jeff Rines about soliciting Niagara Bottling for water; discussed this with Mayor Perez who suggested incrementally raising rates. Discussion followed regarding implementing an increase, hiring a firm to analyze rates (engineering or auditing), King, King was who last recommended the amount for increase, etc.

Pump Station #8: Chairman Nalette said this is the Demonstranti pump station; noted it is reaching the end of its life; will check with engineers and come back next month with information.

Indian Meadow Water & Sewer Line: nothing to report

Watershed Inspection Report: Chairman Nalette said this is back on track and purchase orders were issued. Mr. Rollins added it has a weird due date and we missed it; explained David Battista doesn't think it will be an issue.

Update on PPG Grant: Chairman Nalette said this is going forward. Mr. Rollins explained he is coordinating with Lenard and USDA to file the electronic application.

Director's Report: Mr. Rollins said the only items not covered earlier are:

- Change in Water Testing – the Coliform Testing Rule put in place;
- Decals – will be put on new trucks this week;
- 2 bill adjustments – clogs were in the sewer mains and not the service lines and the customers want adjustments; suggested contracting a company to be on call for these complaints; how does Commission want him to handle the credits. **Motion** by R. Nalette **to have the director negotiate the lowest reimbursement/credit.** Second by T. O'Meara. **Vote:** All in favor - *motion carried unanimous.*

T. O'Meara said he noticed while he was at the water treatment plant that one of the storage tanks needs to be replaced. Brief discussion followed that Jeff is waiting for a proposal.

Mr. Rollins said his office had an inquiry from the Community Lawyer seeking assurance Flint will not happen here. T. Moran noted 80% of the pipes have been changed. Chairman Nalette added the remaining lead is in the service pipes not the transmission pipes; letters were sent to homeowners during the time of the pipe replacement advising them to change their service pipes.

Old Business:

- **Upland Avenue:** nothing new to report
- **Lenard Engineering Report for USDA Rural Development Grant (PPG Grant):** addressed earlier
- **Historical Study:** doing as a nomination

New Business:

- **New Website:** Mr. Rollins explained will be utilizing the Town's website for now. Discussion followed.

Adjournment:

Meeting adjourned 8:27 p.m. with motion by T. Moran. Second by T. O'Meara. **Vote:** All in favor - *motion carried unanimous.*

Minutes Respectfully Submitted,

Laurie Bessette
Minutes Secretary

Next Regular Meeting:

Probate Room
Tuesday, April 12, 2016
7:00 p.m.