



TOWN OF WINCHESTER – CITY OF WINSTED

Town Hall – 338 Main Street

WINSTED, CONNECTICUT 06098

Minutes of Special Meeting Water & Sewer Board Probate Conference Room, Town Hall, 338 Main Street, Winsted June 30, 2016

Chairman Richard Nalette called the meeting to order at 7:13 p.m. The following members were present: Richard Nalette, John Massicotte, Tim Moran and David Villa. Also present were Jim Rollins, Director of Public Works, and Bruce Stratford, Director of Finance. Tim O'Meara was absent.

Public Input – none

Mr. Rollins distributed proposed 2016-2017 water and sewer budgets.

Sewer: Mr. Stratford explained his proposed figures and Mr. Rollins explained his proposed figures. Extensive discussion followed regarding cost of benefits, printer expenses, percentage of salaries, engineering services, labor calculations, restoring contingency, software increases, adding engineering services, filter replacement expenses, capital request for LED lights, turbo blower and plant upgrade totaling \$120,000, replacing a pump station, expected revenues and expenses, etc. D. Villa asked if a rate increase should be considered for sewer. Mr. Stratford said a small increase could be considered. Discussion followed regarding the last rate increase, expense increases, 4% increase, possibly adding capital expenses, etc. D. Villa verified there should be approximately \$250,000 left to last through the next revenue stream. Brief discussion followed regarding the Demonstranti pump station and Indian Meadow issues.

Water: Mr. Rollins explained his proposed figures; noted manpower is the issue. Discussion followed regarding materials on hand in case of catastrophe, what's involved in hydrant maintenance, heating system change, anticipated maintenance due to not addressing issues in previous fiscal year, designating correct budget line items, etc. Mr. Stratford proceeded to review his proposals. Mr. Rollins noted he added a line item for on-call to WPCA for tracking purposes. Discussion followed regarding the truck was purchased from contingency, capital needs include Willow Street water main break, Brook Street leak, section under Indian Meadow, Willow Street bid details, all totaling \$100,000. D. Villa asked about the payment to the Town and remaining operating funds and why the fiscal year is operating on a different cycle from the Town. Discussion followed regarding moving water and sewer's fiscal year, planning for a catastrophic failure, setting money in a dedicated capital reserve, putting a capital fund contribution in the budget and encumbering those funds, following the process to not have the past occur again, Webster account being established, moving the money within a week, etc.

Update on questions asked of the Finance Director: No action taken.

Adjournment: Meeting adjourned 8:32 p.m.

Minutes Respectfully Submitted,

Laurie Bessette
Minutes Secretary

Next Regular Meeting:

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