



TOWN OF WINCHESTER – CITY OF WINSTED

Town Hall – 338 Main Street  
WINSTED, CONNECTICUT 06098

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CLERK'S OFFICE

APR 11 2013

TO THE TOWN CLERK  
TOWN OF WINCHESTER, CONN.

**Minutes of Regular Meeting  
Water & Sewer Board**

**Lee Anne LaClaire Room, Town Hall, 338 Main Street, Winsted  
April 9, 2013**

Call to order was made by Chairman Richard Nalette at 7:00 p.m. The following members were present: Richard Nalette, John Massicotte, Tim Moran and Stephen Vaill. Jim McCarthy was also present. Ray Winn was absent excused.

Public Input - none

Copies of the proposed water and sewer budgets were distributed. Brief discussion followed regarding the revenues page.

**Minutes of Last Meeting: Motion by J. Massicotte to approve the minutes of the December 11, 2012 meeting. Second by T. Moran. Vote: All in favor - motion carried unanimous.**

**Motion by J. Massicotte to approve the minutes of the January 17, 2013 meeting. Second by T. Moran. Vote: All in favor - motion carried unanimous.**

**Motion by J. Massicotte to approve the minutes of the February 15, 2013 meeting. Second by T. Moran. Vote: All in favor - motion carried unanimous.**

**Motion by J. Massicotte to approve the minutes of the March 4, 2013 meeting. Second by T. Moran. Vote: All in favor - motion carried unanimous.**

**Motion by J. Massicotte to approve the minutes of the March 20, 2013 meeting. Second by T. Moran. Vote: All in favor - motion carried unanimous.**

**Discussion/possible action regarding Water Regulations:** Chairman Nalette noted the Board has had the regulations since last year. **Motion by T. Moran to approve the regulations as proposed in draft #2 dated 2/22/2012. Second by S. Vaill. Discussion:** Chairman Nalette noted Section 13 – Meters – has nothing in it; talked with David Battista who suggested leaving the section in and then fill it in later. J. McCarthy said it should be reviewed before approval. S. Vaill said need to review the regulations and make sure it's all set; hold off until next month. Discussion followed regarding State code addressing grey areas and possible impact on the Barkhamsted project. T. Moran withdrew his motion. S. Vaill concurred. Brief discussion followed that Steve Vaill will meet with Richard Nalette, Jim McCarthy & David Battista. **Motion withdrawn & item tabled.**

**Discussion/possible action regarding Water & Sewer Budgets as Proposed by Finance Director Robin Manuele:** Discussion followed regarding the worksheets that were emailed, balancing \$145,000 in the proposed sewer budget (from vacation, electricity, interest, etc.) and setting up separate accounts. J. McCarthy suggested using the small sheets and then next year we'll have the history. Discussion followed regarding capital reserve line items, assorted other line items/amounts, recent bid anticipated savings, duplicate account numbers, reviewing the budget with Robin and tabling adopting the budget. **Tentative special meeting scheduled for April 18 at 5 p.m.** Further discussion followed

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regarding various individual line items in the proposed water budget (brush cutting, pension, accrued time, etc.). **Tabled.**

**Discussion/possible action regarding Possible Withdraw of Oakdale Avenue Generator Program:** Chairman Nalette explained he asked the State if the Town can withdraw from the program; the State has another plan which the Town may qualify and have been accepted to but will have to wait another 1 – 2 years. J. McCarthy said we can continue to utilize portable generators. J. Massicotte verified there are enough generators if we lose electricity. Discussion followed regarding setting up the portable generators in case of storms, grant amounts and can't afford to participate in the program right now. Motion by T. Moran to *withdraw* from the Oakdale Avenue Generator Program and move forward with the application for the upcoming program. Second by S. Vaill. **Vote: All in favor - motion carried unanimous.**

**Discussion/possible action regarding Pipe Replacement on Upland Avenue:** Brief discussion followed regarding the location of Upland Avenue and condition of the pipes. J. McCarthy recommended doing 400' of 6" pipe with a hydrant; should be approximately \$30,000; still formulating a plan. Discussion followed regarding cost of materials & equipment, staging the timing of the work, length of time for the project, taking money from Crystal Lake heaters. J. Massicotte supported J. McCarthy getting a plan together and moving forward. S. Vaill asked for an estimate. Consensus is to move forward with the work.

**Discussion/possible action regarding Adding Report to Board of Selectmen Every Year to the By-Laws:** Chairman Nalette noted by-laws were emailed to members; explained Attorney Nelligan sent suggested verbiage changes to Article 10 so it worked with the Charter. J. Massicotte suggested Article 3, Section 1 pertaining to alternates should be removed. Chairman Nalette noted the Charter reads 5 members. Discussion followed regarding the creation of the by-laws. Consensus is to amend Article 3 & 10.

**Old Business:** Chairman Nalette explained he sent a letter to Russ' Septic for an unpaid bill of approximately \$33,000; Attorney Nelligan will handle it.

S. Vaill asked the status of the Brook Street leak. J. McCarthy said have to fix it. S. Vaill verified can use Public Works employees to do the work. Discussion followed regarding location of the leak, appreciate the cooperation of the Town Manager, recent problem discovered on West Main Street caused by work the State coordinated last year and the current Main Street project.

**New Business - none**

**Meeting adjourned at 8:15 p.m.**

Minutes Respectfully Submitted,

  
Laurie Bessette  
Minutes Secretary

**Next Regular Meeting:**

**Lee Anne LaClaire Room  
May 14, 2013  
7:00 p.m.**