



## TOWN OF WINCHESTER – CITY OF WINSTED

Town Hall – 338 Main Street

WINSTED, CONNECTICUT 06098

### *Minutes of Regular Meeting Water & Sewer Commission Probate Conference Room, Town Hall, 338 Main Street, Winsted November 12, 2019*

Chairman John Massicotte called the meeting to order at 7:02 p.m. The following members were present: Bill Hester, John Massicotte and Tim Moran. Also present were Director of Public Works Jim Rollins, Superintendent of Water Works Marty Cormier and Selectman Candace Bouchard as well as Barkhamsted 1<sup>st</sup> Selectman Don Stein. George Closson and Joseph Lemelin were absent excused.

**Approval of Regular Minutes from October 8, 2019:** Discussion followed regarding the October 8 minutes reflected the Water & Sewer Rate Increase 2019-2020 issue was tabled but it was voted on: **Motion to keep the rates the same;** the motion was made by Joe Lemelin and seconded by George Closson; the vote was unanimous. **Motion by J. Massicotte to approve the minutes of October 8, 2019 with the changes.** Second by B. Hester. **Vote:** All in favor except T. Moran (abstained) - *motion carried.*

**Barkhamsted Line Extensions Update on Questions and Regional #7 Input:** Mr. Stein distributed maps and his proposal dated October 31, 2019; proceeded to explain the details of that proposal noting he extracted key information from information provided in reports by Eric Hess and David Battista; the proposed approach uses directional boring; noted the planned location of activity will cause no real disturbances; explained the planned infrastructure, pump operation, anticipated gallons per day flow; added this is a viable approach – no reason not to use it; Regional #7 is not convinced there will be no impact so meeting with them Wednesday; information has not changed much since last time. Chairman Massicotte said he talked with Dave Battista who stated he did not include the housing complex in his report. Mr. Stein stated the capacity can handle it; no where will it exceed capacities; all that may be needed is a simple letter from David Battista addressing the 20-30 units. Chairman Massicotte asked about the apartments proposed by Lombard Ford. Mr. Stein said that was a very long time ago; recapped the housing project proposed on the Farm; noted the Housing Trust is separate from the town. Chairman Massicotte asked about metering the lines. Discussion followed regarding those details would be included with the interlocal agreement. Mr. Rollins said those details will come out in the final design; all information, so far, has been preliminary. Discussion followed regarding making sure to take everything into account before going further. Mr. Stein reiterated he still has to meet with Regional #7 Wednesday night; explained Plan B; reminded attendees this is an agreement between the Town and Barkhamsted. Mr. Rollins reminded attendees this will be Barkhamsted's system – they have to maintain it; lines are similar to going around the Lake. T. Moran asked for something from David Battista regarding the housing units. Discussion followed regarding the meeting with Regional #7. Mr. Rollins noted this is a catch 22 – developer wants to know he has approval before investing more. **Motion by T. Moran to accept the conceptual proposal dated 10/31/2019.** Second by B. Hester. **Vote:** All in favor - *motion carried unanimous.*

**Public Input:** David LaPointe felt an alert was up because the rate increase was reflected as tabled in last months' minutes but the action was voted on; reminded attendees the rates were increased in 2016 only until the bonds are paid off.

*The Town of Winchester is an equal opportunity provider, employer and lender.*

### **Report from Finance Director:**

**Water:** Mr. Stratford distributed checking and savings account statements as well a year-to-date budget report through October 31<sup>st</sup> for the water division; have \$569,068 in savings and \$591,653 in checking. Revenues: have realized 24% of water rents through 1/3 of the year – comparable to last year; total revenues are \$507,000 compared to \$505,000 last year; collecting billings from the end of October so this will be a big collection month; expect to get 50% of the budgeted revenues. Expenditures: Water Works is at 25% of their budget; Water Plant is at 21% - noted Shoreline Diving item is for the tank. Brief discussion followed regarding tank work may be delayed until springtime. Mr. Stratford said Administration is at 34% of the budget; Water Commission is at 16%; total expenditures are at 24% compared to 48% last year which was higher due to payoff of the bond; Overlook Water Main line has a couple of outstanding expenditures and the auto flushers line is slightly overspent – consider a transfer. Mr. Rollins asked about emergency repairs in 317. Brief discussion followed regarding North Main water line break had extreme costs, \$10,000 to fix the asphalt, etc. **Motion** by J. Massicotte **to transfer \$25,000 from 322-835 to emergency repairs.** Second by B. Hester. *Discussion* followed regarding the amount in contingency. **Vote:** All in favor - *motion carried unanimous.*

**Sewer:** Mr. Stratford distributed checking and savings account statements as well as budget numbers through October 31<sup>st</sup> for the sewer division. Revenues: collected \$333,500 so far compared to \$341,000 last year; slightly ahead on past due - \$36,000 compared to \$31,000 last year; septic dumping is at \$54,000 compared to \$59,000 last year but \$4,600 of the \$24,000 collected in October was from Russ' Septic; total revenues are \$479,000 compared to \$488,000 last year. Expenditures: Sewer Plant is at 25% of its budget – everything looks as expected; Pump Stations are at 24%; 317 is at 26%. Brief discussion followed regarding Pump Station 8. Mr. Stratford said total expenditures are at 24.8% compared to 24% last year; have \$569,068 in savings and \$318,000 in checking; activities in both divisions are as expected.

**Update on Vac Truck Purchase from Sewer Equipment Company/Final Cost:** Mr. Cormier distributed copies of the final quote. Mr. Stratford verified they've built this truck before. Mr. Cormier confirmed noting this will be a 12-month build. Mr. Stratford asked when the cash has to go out. Mr. Rollins explained the payment options. Mr. Stratford suggested talking with Sourcewell for financing. Mr. Cormier reviewed alternate comparable quotes. Discussion followed regarding chassis cost, standard options, 25-year lifespan of the vehicle, value of the trade-in or reusing the chassis, amount budgeted, \$63,000 per year for 4 years from each divisions' budget, the next steps to get it on their books, etc. **Motion** by B. Hester **to select Sewer Equipment Company with the Freightliner chassis in the amount of \$415,925.01.** Second by T. Moran. **Vote:** All in favor - *motion carried unanimous.*

**Overlook Water Main Complete - Working on Installation of Laterals:** Mr. Cormier said waiting for the bacteria test results then will tie in the existing customers; should be done by the end of next week. Discussion followed regarding utilized injection pumping, timing, 8" main is replacing a 2" main which was choked down to 1/2" with fittings, etc.

**Billing Issues Concerning Different Numbers per Director of Finance and Tax Collector:** Mr. Rollins explained Caitlyn has been doing a deep dive into the issue; codes are assigned when meters are read and something is discovered; there are 48 assigned codes but only 2 are recognized by the software; working on the best way to address it. Mr. Stratford noted zero reads lead to figuring out what was happening. Mr. Rollins added when other than the 2 codes were used, no work order was generated.

**Update on Cost to have all Three Blowers in Operational Condition:** Mr. Rollins said Alex's best guess to get all three blowers up is around \$25,000 per VFD. Discussion followed regarding differences in the blowers, electricity demand profile, possible savings, etc. Chairman Massicotte said he would like a formal estimate.

**Update on Pump Station #8 Completion of Retrofit/Final Cost:** Discussed earlier; completion date should be in 2 weeks but the retaining wall will have to wait until the ground is settled – probably next summer.

**Ice Fishing/Internships:** Mr. Cormier explained the next tournament will be in January or February; distributed a draft application for an internship; looking for feedback; account has a balance of \$7,672.65; would like to get an intern for next summer; explained the plans for this year's tournament. B. Hester suggested several organizations which may be supportive. Discussion followed regarding prioritizing applications.

**Analyzer has been Traded for Six Months of Sewer Testing:** *done*

**Bill Adjustments:**

Mr. Stratford said he has one sewer adjustment lien release from the Collector of Revenues due to a property transfer paid 10/29/2019 at 620 Wynne Road. **Motion** by T. Moran **to release the lien.** Second by B. Hester. **Vote:** All in favor - *motion carried unanimous.*

Mr. Stratford explained 269 Walnut was taken down for blight; owned by Deutsche Bank who had stopped paying the bill; asking forgiveness of \$307.98 on sewer and \$510.41 on water. **Motion** by B. Hester **to forgive those amounts.** Second by T. Moran. **Vote:** All in favor - *motion carried unanimous.*

Mr. Cormier distributed a letter from property owner at 270 Walnut Street complaining of property damage from high pressure; explained state acceptable standards; her pressure reducing valve failed but the damage is not due to the Town, it's due to the failure of her equipment; the Town is not culpable; all the neighbors have the same pressures; distributed charts and maps indicating the pressures in adjoining properties. T. Moran asked about the receipts and if she turned the claim into her insurance company; asked Mr. Cormier to submit his written opinion. Mr. Cormier said we should advise her the Town is not culpable; she states in her letter her water pressure was 140psi but that's impossible. **TABLED**

Mr. Rollins distributed a bill adjustment request from 504 West Wakefield Boulevard; they are hooked up to a well and into the Town sewer system; they purchased several trees and watered them heavily which was reflected in their sewer bill. T. Moran asked about hooking up the meter – gave an example of filling pools, watering gardens, etc.; could do this as a one-time event. **Motion** by T. Moran **to waive \$160.73.** Second by J. Massicotte. *Discussion:* David LaPointe expressed concern everyone will be seeking the same relief and it could set a dangerous precedent. Discussion followed regarding credit the account if the bill has already been paid or adjust the account if not paid. **Vote:** one in favor (T. Moran); two opposed (J. Massicotte and B. Hester) - *motion failed.*

**Director's Report:** Mr. Rollins reported on the following:

- Emailed the bridge inspection report on the sewer plant; distributed the proposal from Cardinal Engineering.
- Sentinal has gotten two dozen customers. Brief discussion followed regarding the high pressure issue would not have been covered by Sentinal.

**Old Business:**

- Bridge Inspection at Sewer Plant complete; waiting for Report: discussed earlier
- PO to Cardinal Engineering for Bridge Repair at Sewer Plant: no action taken
- Wallens Hill Water Tank: Mr. Rollins said have had dialogue. Mr. Cormier said David Battista said the Town is ranked high in the state for the State Revolving Fund.
- Crystal Lake Dam Historical Review Submitted: nothing new to report
- Crystal Lake Tank -Water Tank Spalling Due to resume in September: discussed earlier
- Update on Water Regulations to Accept Use of High-Density Polyethylene: Mr. Rollins said Attorney Nelligan confirmed a public hearing is needed.
- Tree Harvesting/Housatonic Valley Watershed Association offer: Discussion followed regarding trees have not been harvested in 21+ years at the sewer plant, this has to move higher on the priority list, type of trees, selling the wood, etc.

**New Business**

- Special Meeting 11/19/2019 at 6pm to go over material from Don Stein of Barkhamsted; asked Dave Battista to join us to discuss and answer any questions. Chairman Massicotte verified members' attendance. Discussion followed regarding questions directed to David Battista. Mr. Stratford asked who is being billed for engineering. Discussion followed. ***THIS MEETING IS RESCHEDULED TO A LATER DATE: TBD***
- Complaint from owner at 216 Glendale Avenue regarding lack of pressure.

**Adjournment:** Meeting adjourned 8:43 p.m.

Minutes Respectfully Submitted,

/s/

Laurie Bessette  
Minutes Secretary

<p style="text-align: center;"><b>Next Regular Meeting:</b>  Probate Room <b>Tuesday, December 10, 2019</b> 7:00 p.m.</p>
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