

**TOWN OF COLCHESTER – TOWN OF EAST HAMPTON  
JOINT FACILITIES  
COMMITTEE MEETING  
May 21, 2019**

**APPROVED MINUTES**

*The Meeting of the Town of Colchester – Town of East Hampton Joint Facilities Committee was held at the Colchester - East Hampton Waste Water Treatment Plant Meeting Room on Tuesday May 21, 2019 at 5:00 P.M.*

**In Attendance:** Mark Barmasse, Robert Peter, John Suprono and Stephen Coyle

**Absent:** Peter Villa

**Other Attendee(s):** Scott Clayton: Public Utilities Administrator interim, James Paggioli: Public Works Director for the Town of Colchester, and Ben Gilmore: Joint Facility Operator 4.

**1. Call to Order**

Mr. Barmasse called the meeting to order at 5:07 p.m.

**2. Approval of Minutes**

**A. Regular Meeting of January 22, 2019**

Mr. Peter made a motion to approve minutes as amended (section 6 noted “18/19 Budget” changed to 19/20), seconded by Mr. Suprono.

**Vote 3-0 Motion Passed. 1 Abstained**

**3. Report of Operations**

**A. March and April**

Mr. Gilmore presented the March and April Report of Operations which have been made part of these minutes. Primary items reported on were:

The Hebron flow meter has been replaced. Additional meter reading confirmations were done due to the significant increase in the numbers. The Force Main replacement project at Old Marlborough Rd has been completed. Tim Smith resigned as of April 26<sup>th</sup>.

*Ron Silberman arrived at 5:20*

**4. Budget Status**

**A. 18/19 Budget Status**

Mr. Clayton presented the budget status for the 2018/19 fiscal year. Revenue and expenses are typically in line for the nearing of the end of this fiscal year. Over budget exceptions noted were, DC Plan contribution to Mr. Smith (5235), ARC flash study (5319 & 5330) and the check valve replacement at MAPS (5430). Copies were distributed and made part of these minutes.

*Resolution The Colchester-East Hampton Joint Facilities Commission does hereby authorize management to transfer \$260,099.00 from the Operating Fund (5980) to the Joint Facilities Capital Fund (82). Approved by Mr. Coyle, seconded by Mr. Peter and unanimously approved.*

**5. Old Business, Discussion/Action on the following items:**

**A. NPDES permit application ongoing**

Permit not yet approved.

**6. New Business, Discussion/Action on the following items:**

**A. Public Utilities Administrator Search**

A selection committee will be created for the hiring of the new PUA. Committee members will include: Town of East Hampton Town Manager, EH Human Resources (HR), James Paggioli, Public Works Director for the Town of Colchester, a representative from Joint Facilities Committee and representative from WPCA Committee. Mr. Barmasse has been selected to represent the WPCA

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and Mr. Coyle will represent Joint Facilities. As of closing date HR received four applications. Interviews will be starting the week of June 3<sup>rd</sup>.

**B. Synagro Contract**

New Synagro contract was reviewed. New contract includes a price increase of 4.2% and rate locked in for 3yrs. Copy of contract was distributed and made part of these minutes.

*Resolution; Motion was made to go with Synagro contract as proposed and to allow Mr. Clayton permission to sign contract as acting administrator. Approved by Mr. Suprono, seconded by Mr. Coyle and unanimously approved.*

**7. Executive session:**

**A. None**

**8. Adjournment**

Move to adjourn made by Mr. Suprono, and seconded by Mr. Coyle. Motion unanimously carried the meeting was adjourned at 6:00 pm.

Respectfully submitted,  
Linda B. Connors  
Recording Secretary

*Minutes approved by a unanimous vote of the Joint Facilities Committee on July 16, 2019.*