

**TOWN OF COLCHESTER – TOWN OF EAST HAMPTON
JOINT FACILITIES
COMMITTEE MEETING
February 20, 2018**

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 February 20, 2018 at 5:00 P.M.

In Attendance: Mark Barmasse, Peter Villa, Stephen Coyle, Robert Peter and John Suprono
Absent: Ron Silberman

Other Attendee(s): Tim Smith: Public Utilities Administrator, Scott Clayton: Plant Superintendent James Paggioli, Public Works Director for the Town of Colchester and Carol Morris-Scata, WPCA Chair for the Town of Lebanon, Ben Gilmore Joint Facility Operator 4.

1. Call to Order

Mr. Barmasse called the meeting to order at 5:02 p.m.

2. Approval of Minutes

A. Regular Meeting of November 21, 2017

Mr. Peter made a motion to approve minutes, seconded by Mr. Barmasse. **Vote 3-0 Motion Passed. 2 Abstained**

B. Regular Meeting of January 16, 2018

Mr. Coyle made a motion to approve minutes as modified, seconded by Mr. Villa. **Vote 5-0 Motion Passed.**

3. Report of Operations

A. November and December 2017

Mr. Clayton presented the January Report of Operations which have been made part of these minutes. Included in the report is a summary of the routine dewatering and maintenance as well as pump station repairs/cleaning.

There was an electrical problem at the Middletown Ave pump station (MAPS). A buss bar shorted on one of the pumps causing a small Arc Flash. The determination was there was carbon on the insulator. Repairs consisted of cutting the bus bar at next insulator and moving the bucket and replacing the clips. Also, the Eversource transformer located in front of the pump station shorted which may have been the cause. An infrared survey will be scheduled in the near future to detect if any heat is being generated on the buss bars. Three of the plant operators passed their state certification exams earning an Operator II, Operator III and an Operator IV.

4. Budget Status

A. Operations Budget 2017/18 Status

Mr. Smith presented the budget status for the current 2017/18 fiscal year.

There was a short discussion on the dump fees i.e. rate changes, increase volume and increase of septage haulers. It was decided that there be no change for 2018/19 and will be re-address at next year's budget. Copies were distributed and made part of these minutes.

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

A. Proposed 18/19 Fiscal Budget review and edits

The Joint Facilities committee reviewed and discussed the recommended operating and revenue budget for 18/19 fiscal year. This year's recommended expense budget has been increased by **\$146,427 or 6.56%**, over last year. The primary reason for this request is the Capital budget funding expense line item increased \$54,267.00, Building maintenance and repairs line item increase of at \$20,000.00, salaries increased \$39,531.00 due to 2.0 % contract increase, four Operators promoting to next level certifications and increased pension of \$55,000.00 due to one retirement and \$100,000 transfer from undesignated fund.

The Capital budget has the inclusion of the MAPS Channel Monster / \$75,000.00 and Ford Ranger (2-CEN) / \$37,000.00.

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

A. Resolution to approve 18/19 FY budget.

Motion was made by Mr. Suprono, second by Mr. Villa, the members approved the 2018/19 Joint Facilities Operating Budget as amended \$2,230,819, which reflects a proposed increase in expenses of \$146,427 or 6.56% over last year. **Vote: 5-0**

Mr. Smith discussed the possible purchase of a 2.81ac vacant parcel of land on Coughlin Rd (06/06/3B) which abuts the plant. Mr. Smith will contact the property owner for more details on the property and approval to walk the property.

7. Adjournment

Move to adjourn made by Mr. Coyle, and seconded by Mr. Peter. Motion unanimously carried, the meeting was adjourned at 6:25 pm.

Respectfully submitted,
Linda B Connors Recording Secretary

Minutes approved as amended by a unanimous vote of the Joint Facilities Committee on March 20, 2018.