

**TOWN OF COLCHESTER – TOWN OF EAST HAMPTON  
JOINT FACILITIES  
COMMITTEE MEETING  
January 22, 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 January 22, 2019 at 5:00 P.M.*

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

**Absent:** Peter Villa and Ron Silberman

**Other Attendee(s):** Tim Smith: Public Utilities Administrator, Scott Clayton: Plant Superintendent, Anthony Desimone: WPCA member, Carol Morris-Scata, WPCA Chair for the Town of Lebanon and Ben Gilmore, Joint Facility Operator 4.

**1. Call to Order**

Mr. Barmasse called the meeting to order at 5:04 p.m.

**2. Approval of Minutes**

**A. Regular Meeting of November 20, 2018**

Mr. Peter made a motion to approve minutes as written, seconded by Mr. Suprono. **Vote 3-0 Motion Passed. 1 Abstained**

**3. Report of Operations**

**A. November and December**

Mr. Clayton presented the November and December Report of Operations which have been made part of these minutes. Key items reported on were:

- Two (2) failed force main breaks in the sewer on Old Marlborough Rd. Excavation has determined that the bottom of force main is corroding. The WPCA has started work with CLA Engineering to replace that force main in the spring. As required, DEEP was notified of the spill.
- Construction has started at Princess and Hawthorne installing new generators and moving the control panels above ground.
- All pump station generators are now tied to the Mission SCADA system also Colchester has installed the Mission SCADA system to all their pumps stations.
- New pumps were installed at Stonecroft, Old Marlborough Rd, Pine Trail and Pump #1.

**4. Budget Status**

**A. 18/19 Budget Status**

Mr. Smith presented the budget status for the 2018/19 fiscal year. Revenue and expenses are currently in line for the year. Mr. Coyle suggested listing the revenues accounts that have a known income as an encumbrance with the exemption of the dump fees which has a frequent variation. Office staff will check with finance at modifying revenue sheet for the next meeting. Copies were distributed and made part of these minutes.

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

**A. NPDES permit application ongoing**

Mr. Clayton has sent a letter to the state requesting modification to the present and upcoming NPDES permits to allow for testing of only BOD's opposed to testing for CBOD's which required a certified lab technician. Permit not yet approved.

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*Ron Silberman arrived at 5:25pm.*

**B. Property purchase Coughlin Rd**

Mr. Angelo Simoni has contacted the Joint Facilities to see if there is interest in purchasing the property on Coughlin Rd Map ID 06/6/3B for a purchase price of \$70,000. The Board unanimously agreed not to enter into negotiations at this. Copy of letter was distributed and made part of these minutes.

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

**A. Presentation of proposed F/Y 2019/20 budget.**

The Joint Facilities committee reviewed and discussed the recommended operating and revenue budget for 19/20 fiscal year. Any changes or correction will be made at the February 19, 2019 meeting. Notable items: Increase in full time salaries (new Union contract), Increase in sludge disposal (contract revisions), Mission SCADA system and medical insurance increase (not yet finalized). Copies were distributed and made part of these minutes.

**7. Executive session**

**A. Personnel Matters.**

Mr. Peter made a motion to enter into executive session at 6:15 p.m. seconded by Mr. Suprono. **Voted (5-0) Motion Passed.** Mr. Smith, and Mr. Clayton, were invited into this session. *Executive session was adjourned at 7:30 p.m.*

**8. Adjournment**

Move to adjourn made by Mr. Suprono, and seconded by Mr. Coyle. Motion unanimously carried the meeting was adjourned at 7:34 pm.

Respectfully submitted,  
Linda B. Connors  
Recording Secretary

*Minutes approved by vote of 3-0, 2 abstained of the Joint Facilities Committee on March 19, 2019.*