

Town of Colchester – Town of East Hampton  
Joint Facilities Regular Meeting  
Tuesday, March 16, 2021 5:00PM  
Virtual Meeting via Zoom

**APPROVED MINUTES**

**In Attendance:** Mark Barmasse, John Suprono, Robert Peter, Peter Villa, Steve Coyle and Ron Silberman (5:20)

**Absent:**

**Other Attendee(s):** Scott Clayton: Public Utilities Administrator, Ben Gilmore: Superintendent and James Paggioli: Public Works Director for the Town of Colchester and Jeremy Cogdill, Garland Roofing

**1. Call to Order**

Mr. Barmasse called the meeting to order at 5:03 PM

**2. Approval of Minutes**

**A. Meeting of February 16, 2021**

Mr. Coyle made a motion to approve the February 16, 2021 Regular meeting minutes as submitted, seconded by Mr. Villa. ***Vote 3-0 Motion Passed, 2 abstained.***

**3. Report of Operations**

**A. January**

The Joint Facilities Operations and Maintenance report for January was presented which includes but not limited to routine dewatering (21 days), grinder pump/pipe repairs and pump station repairs. Key items reported on by Mr. Gilmore: The Inlet doors have been ordered from Lindquist. The Vaughan chopper pump has been ordered. One operator is scheduled to take their DEP test. The 83 Vac truck and 08 Ford F450 have been posted on govdeals.com. The trucks are showing some interest so far at \$6,706 for the Vac and \$1,133 for the Ford.

**4. 20/21 Budget Status**

Mr. Clayton shared the 20/21FY Revenue & Operations. Revenue is reporting at 70% collected which is currently in line for the year. Operations is reporting at 81.9% spent. Outliers reporting over budget are Vehicle Repairs (5438) and Other Supplies and Materials (5690).

The approved Undesignated Fund Balance (Fund 62) transfer of \$400,000 to the Joint Facilities Capital Fund Balance (Fund 82) has been moved, and is currently reporting under (62 object# 5980) per finance. Capital contribution will be done in May or June. *Copies were distributed and made part of these minutes.*

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

**A. Colchester Force Main**

Mr. Paggioli reported on the Environmental Partners proposal to perform a full slip line for the damaged pipe in their design. Design specs are still pending. Construction to begin possibly around May or June with the overall construction time once pits are in of 2-3 days.

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

**A. Presentation by Garland Roofing on Plant Roofs**

Mr. Jeremy Cogdill, Garland Roofing Company gave a presentation on the roof study that was conducted in October 2020. Core samples and inferred scans were done on four (4) buildings which are noted in the report as building's B (Secondary Building), C (inlet/Primary Building), D (Thickener Building) and F (Digester Building).

The Recommendation is to do a full replacement on three (3) buildings (B, C and D). Roof will be replaced with Rubberized modified, modified bitchyman, 2ply system with a 30-yr. warranty.

Three roofing bids were received in October and are set to expire in April. Ben and Scott will reach out to the roofing contractor (lowest qualified bidder) to see if contract can be extended and work postponed until April.

Motion made by Mr. Coyle to authorize Scott Clayton to award the lowest qualified bid, after reference checks, up to \$235,000 which includes a 10% contingency. Seconded by Mr. Peter.

***Vote: 5-0, motion passed***

**7. Capital Planning**

**A. MAPS**

Nothing to discuss

**B. Plant**

Nothing to discuss

**8. Executive Session**

A. None

*Mr. Suprono lost Zoom contact*

**9. Adjournment**

Mr. Villa made a motion to adjourn that was seconded by Mr. Silberman. ***Vote: 5-0, motion passed***  
Meeting was adjourned at 6:10

Respectfully submitted,  
Linda B. Connors  
Recording Secretary

Minutes approved by the Joint Facilities Committee on May 18, 2021. ***Vote: 6-0, motion passed***