

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

APPROVED MINUTES

Attendance: Mark Barmasse, John Suprono, Steve Coyle (5:04pm), Robert Peter and Ron Silberman (5:28pm)

Absent: Peter Villa

Other Attendee(s): Scott Clayton: Public Utilities Administrator and Ben Gilmore: Superintendent, Paul Cerreta: Operator III, and Pam Minella: Town of Colchester, Water and Sewer Representative

1. Call to Order

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

2. Approval of Minutes

A. Meeting of September 21, 2021

Mr. Suprono made a motion to approve the September 21, 2021 Regular meeting minutes, seconded by Mr. Silberman. **Vote 5-0, Motion Passed**

3. Report of Operations

A. September, October 2021

Mr. Gilmore went over the Joint Facilities Operations and Maintenance reports from September and October which includes but not limited to routine dewatering, grinder pump/pipe repairs and several pump station repairs. Key items reported on by Mr. Gilmore:

September: Dewatered 19 days, the RAS III chopper pump is in and pending installation, the VFD panel is in and has been installed, one (1) Inlet valve on RAS II wore out and needs to be replaced. Two (2) were previously replaced. All flow meters at the Plant have been calibrated, the 2012 crane truck needed repairs to the chassis and the crane-approx. \$4,000., The Vactor Truck had yearly service-approx. \$1,000., a mixer trial has been started in anoxic zone to see if there is a similar product with less maintenance and at a better value than the existing Flight mixer.

October: Dewatered 20 days, chlorine feed system was shut down for disinfection, one operator resigned, Mr. Cerreta became shift operator for direct responsible charge, the Vactor truck need two (2) new tires, the VFD for return sludge pump #3 failed and was replace with new one., the valve on the digester wore out and needs to be replace. An outside company will be brought in to change the valve.

Mr. Gilmore also pointed out the flow split between Colchester at 47% and East Hampton at 52% in September compared to October which reported Colchester at 49.4% and East Hampton at 50.6%. The I&I work done in the spring in East Hampton brought the flow closer to a 50/50 split.

4. Budget Status, Discussion/Action on the following items

B. 21/22 Budget Status

Mr. Clayton reported on the 2021/22 Revenue and Expenses. Revenue is reporting at 43.2% and Operations is reporting at 39.2%. Accounts are on track for this period. *Copies distributed and made part of these minute.*

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

A. Colchester Force Main

Work began on the force main repair November 15th and is estimate to be completed on December 22nd. Mr. Silberman requested to have the Board review the Joint Facilities agreement reviewed for the purpose of looking at shared costs and more specifically, the force main repair and the cost of the additional odor control chemicals needed operating the bypass.

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B. Town Easement for Eversource

Mr. Clayton had nothing to report at this time.

C. Lighting upgrades

Mr. Gilmore reported that the lighting upgrade for the Plant has been moved to the end of November. He is still waiting on the (27) explosion proof lights.

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

A. 2022 Meeting Schedule

A motion was made by Mr. Peter, seconded by Mr. Coyle to approve the 2022 Joint Facilities meeting schedule. **Vote: 5-0** *Copies distributed and made part of these minute.*

7. Capital Planning

A. MAPS (RFQ)

Mr. Barmasse requested the following items to be incorporated to the RFQ:

- The addition of the Solicitation Statement (Page 14) to qualify for State monies.
- The State requires the JF to do a Qualification base selection, Mr. Clayton will get confirmation with the State if we can request fee or cost information from engineering firms be included in the RFQ (page 9) if we want to be reimbursed.
- What do we have to do to be eligible for State grant loan money and is there any possibility that we can get State grant loan money for the engineering study.
- What is the possibility based on the States priority list and the funds available for us to score enough points on the priority list to get funds.

Mr. Coyle reported that he spoke with our State Senator, who represents both Colchester and East Hampton. The Senator recommended putting something together for the MAPS project for him to review and investigate if other grants may be available. The Board will consider this action after the engineering study is completed. *Copies of RFQ draft distributed and made part of these minute.*

B. Plant

Nothing to report.

8. Executive Session

A. None

9. Adjournment

Mr. Suprono made a motion to adjourn, seconded by Mr. Peter. **Vote: 5-0, motion passed**
Meeting was adjourned at 5:58

Respectfully submitted,
Linda B. Connors
Recording Secretary

Minutes approved by the Joint Facilities Committee on January 25,2022. **Vote: 5-0, motion passed**