

**TOWN OF COLCHESTER – TOWN OF EAST HAMPTON  
JOINT FACILITIES  
COMMITTEE MEETING  
May 15, 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 May 15, 2018 at 5:00 P.M.*

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

**Absent:** Peter Villa, John Suprono and 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 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 March 20, 2018**

Mr. Peter made a motion to approve minutes as amended, seconded by Mr. Coyle. **Vote 3-0 Motion Passed.**

**3. Report of Operations**

**A. March and April 2018**

Mr. Clayton presented the March and April 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.

March's nor'easter created quite a bit of damage, mainly power outages, down trees & brush at pump stations. The power outage also burnt out odor control (OC) station motor starter.

The month of April had larger repairs. The pump station at Chestnut Hill had extensive flooding which required the control panel to be replaced. A new pump had to be installed at pump #2 at Royal Oaks. Parts are no longer available for this pump system.

**4. Budget Status**

**A. Operations Budget 2017/18 Status**

Mr. Smith presented the budget status for the current 2017/18 fiscal year. Revenue and expenses are currently in line for the year. Expenses will continue to increase until year end, however no large items are expected before then.

Septage revenue while still at a deficit continues to increase due to the high volume of haulers. Copies were distributed and made part of these minutes.

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

**A. None**

**TOWN OF COLCHESTER – TOWN OF EAST HAMPTON  
JOINT FACILITIES  
COMMITTEE MEETING  
May 15, 2018**

**APPROVED MINUTES**

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

**A. Discussion on quorum for meetings as stated in IMA.**

Mr. Paggioli reviewed the IMA agreement to determine the requirement for a quorum. It is stated “*A minimum of 50% or more of the active voting membership with a minimum of at least one member from each town shall constitute a quorum*”.

The board currently consists of six active members, three from each town.

**7. Executive session**

**A. Potential property purchase.**

A motion was made by Mr. Peter and seconded by Mr. Coyle to enter into executive session at 5:23 p.m. to discuss the item listed above. **Voted (3-0) Motion Passed.** Mr. Smith, Mr. Clayton, James Paggioli, Ben Gilmore and Linda Connors were invited into this session.

*Executive session was adjourned at 5:36 p.m.*

A motion was made by Mr. Coyle and seconded by Mr. Peter to order two appraisals on the 192 West High St. property. **Voted (3-0) Motion Passed**

**8. Adjournment**

Move to adjourn made by Mr. Barmasse, and seconded by Mr. Coyle. Motion unanimously carried the meeting was adjourned at 5:37 pm.

Respectfully submitted,  
Linda B. Connors  
Recording Secretary

*Minutes approved by a unanimous vote of the Joint Facilities Committee on September 18, 2018.*