

**Town of Colchester – Town of East Hampton
Joint Facilities Regular Meeting
Tuesday, January 19, 2021 5:00PM
Virtual Meeting via Zoom**

APPROVED MINUTES

In Attendance: Mark Barmasse, John Suprono, Steve Coyle, Robert Peter and Ron Silberman

Absent: Peter Villa

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

1. Call to Order

Mr. Barmasse called the meeting to order at 5:06 PM

2. Approval of Minutes

A. Meeting of November 17, 2020

Mr. Peter made a motion to approve minutes, seconded by Mr. Coyle

Vote 4-0 Motion Passed, 1 abstained.

3. Report of Operations

A. November and December

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

November: Operators have been using the Vactor truck to clean out plugged manholes during CMOM inspections., Infrared inspections were done at the plant and MAPS (heater issues, loose wires)., The seal water pump was replaced., The RAS#3 pump needs repair. Cost of approx. \$14,000 to replace internals or \$19,000 to purchase new., The Heat exchanger in shop was serviced.

December: Boiler and water heaters were inspected., A leak on the boiler line was found and corrected., Two operators are preparing to take their DEEP certification for a Class I and Class 4., The operators had odor control chemical training at the Colchester pump station (Green Clean Pro by Biosafe). Mr. Coyle asked if anyone from Colchester emergency services or fire dept were contacted regarding the use of this chemical. *Mr. Gilmore stated that they were not, but he will contact them prior to the next meeting.,* The seal water tank was rotting and has been repaired., There was a force main break off River Rd. in Colchester. Mr. Paggioli explained that a mega lug fitting failed and blew a 4' section of pipe out of a 16" Tee into the drain off manhole. Repairs were made the same day with limited damages., Mr. Gilmore has received one quote so far for the Inlet doors (3) replacement at approx. \$20,000.

4. Budget Status

A. 20/21 Budget Status

Mr. Clayton shared the 20/21FY Revenue & Operations and reported that there were no significant changes from the last review. Mr. Coyle asked about energy efficiency to pumps, drives etc. as their being replaced. Mr. Clayton reported that variable frequency drives and premium efficiency motors are being installed at replacement with the exception of the interior transformers which have not been replaced. Lighting upgrade had been done previously and are currently working on upgrading to LED. *Copies were distributed and made part of these minutes.*

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

A. None

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

A. Presentation of proposed F/Y 21/22 budget

The Joint Facilities committee reviewed and discussed the recommended operating and revenue budget for 2021/22 fiscal year. Any changes or correction will be made at the February 16, 2021 meeting. *Copies were distributed and made part of these minutes*

This year's expense budget proposes an increase by \$63,300 or 2.52%. Mr. Clayton highlighted the following items:

Sludge disposal increased \$30,835.00 due to more solids being pressed.

Capital budget funding increased \$31,862.00.

The Vactor truck use fee increased to \$200.00 for Marlborough, Hebron and Lebanon.

Heating oil was decrease by \$15,000 (1.81gal)

Bond P&I payment decreased by \$15,145. Bond to be paid off in 21/22 FY.

B. Transfer to Capital account

Mr. Coyle entertained a motion to transfer \$400,000 from the Undesignated Fund Balance to Capital Fund Balance, which was residual from 19/20FY. **Motion approved by Mr. Coyle, Seconded by Mr. Peter. Vote 5-0 Motion Passed**

Mr. Silberman left meeting at 6:10pm

7. Capital Planning

A. MAPS

Mr. Clayton presented a video inspection of the Middletown Ave pump station (MAPS) showing the mechanical workings of the pump station. Repeated concerns of station are the size of the wet wells, the shortness of emergency time of minutes vs hours if flooding occurs and the lack of bypass equipment. Copy of video will be sent to Board Member.

B. Plant

As part of the OSHA requirement, new doors will need to be installed in the inlet building.

8. Executive Session

A. None

9. Adjournment

Mr. Suprono made a motion to adjourn that was seconded by Mr. Coyle and approved. **Vote: 4-0**
Meeting was adjourned at 6:25 PM.

Respectfully submitted,
Linda B. Connors
Recording Secretary

Minutes approved: **Vote 4-0** by the Joint Facilities Committee on February 16, 2021.