

Town of Colchester – Town of East Hampton  
Joint Facilities Regular Meeting  
Tuesday, May 18, 2021 5:00PM  
Virtual Meeting via Zoom

**APPROVED MINUTES**

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

**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 5:02 PM

**2. Approval of Minutes**

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

Mr. Peter made a motion to approve the March 16, 2021 Regular meeting minutes as submitted, seconded by Mr. Coyle. **Vote 6-0 Motion Passed**

**3. Report of Operations**

**A. March, April 2021**

The Joint Facilities Operations and Maintenance report for March and April was presented which includes but not limited to routine dewatering 18 days and 14 days respectively, grinder pump/pipe repairs and pump station repairs. Key items reported on by Mr. Gilmore: There were miscellaneous vehicle repairs i.e. crane short box repair, brakes, and Vactor truck. Chlorine hypo system has been turned on. The Inlet doors, roof replacement and RAZ pump projects are on schedule.

Dewatering is being reduced approx. 22% to keep cost down nearing the end of the fiscal year.

Mr. Gilmore commented on board members concerns on not dewatering or pressing for a length of time, and he doesn't foresee any issues.

**B. Septage Receiving Facility Repair**

The septage receiving station was down for a few weeks. The pumps were worn out and were replaced. The check valves (2) are original and were replaced as was the associated piping. The check valves being worn out caused the inlet channel to drain into the septage pit. The control system (1993) then developed electronic issues with the electronics board and that was replaced with a newer style CSI level controller, and the metric tape which measures tank level was also replaced.

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

**A. 20/21 Budget Status**

Mr. Clayton shared the 20/21FY Revenue & Operations. Revenue is reporting at 93.2% collected which is currently in line for the year. Dump fees are reporting at 84% and should exceed the budgeted amount by the end of the fiscal year. \$9,850.00 was collected from the sale of the 1983 Vac truck and \$5,050.00 for the 2008 Ford F450 on govdeals.com.

Operations is reporting at 92.9% spent. Vehicles item (5742) includes the Vactor Truck purchase which will be moved to come out of Capital. *Copies were distributed and made part of these minutes.*

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

**A. Colchester Force Main**

Mr. Paggioli reported that two sets of plans were received and reviewed and are now waiting on the final plans to submit to DEEP for comments and approval. Bid date is estimated for mid-June with a possible July-August construction.

**B. Plant Roofs**

An additional \$18,000 was spent for new roof drains and piping (section C) and repairing the upper doors in attic to obtain better flashing. Cost of repairs were within contingency fund.

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

**A. Odor Complaints from Colchester Discharge**

With the Colchester odor control station not being operational the Town Manager (East Hampton) has been receiving odor complaints primarily in the Village Center. Colchester is looking at trying a different chemical feed and/or system.

**B. Transfer to Capital**

Mr. Barmasse entertained a motion to transfer \$455,174.00 from the Reserve for Capital & Non-recurring Fund (Fund 62-5980) to Capital Fund Balance (Fund 82) at the end of June, Motion to approved by Mr. Coyle, Seconded by Mr. Peter. ***Vote 6-0 Motion Passed***

**7. Capital Planning**

**A. MAPS**

Mr. Barmasse recommends beginning the planning for a time line for a Scope of work and/or RFQ for MAPS project. Mr. Clayton recommends forming a sub-committee specifically for MAPS project.

**B. Plant**

Nothing to report

**8. Executive Session**

**A. None**

**9. Adjournment**

Mr. Suprono made a motion to adjourn, seconded by Mr. Silberman. ***Vote: 6-0, motion passed***  
Meeting was adjourned at 6:15

Respectfully submitted,  
Linda B. Connors  
Recording Secretary

Minutes approved by the Joint Facilities Committee on July 20,2021. ***Vote: 4-0, motion passed***