

Town of Colchester – Town of East Hampton  
Joint Facilities Special Meeting  
Tuesday, March 21, 2023 5:00PM  
Colchester-East Hampton Treatment Plant Meeting Room and Zoom

**MINUTES**

**Attendance:** Mark Barmasse, John Suprono, Peter Villa, Steve Coyle and Ron Silberman (5:24pm)

**Absent:** Robert Peter

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

**1. Call to Order**

Mr. Barmasse called the meeting to order at 5:01 PM

**2. Public Comments**

None

**3. Approval of Minutes**

**A. Special Meeting of February 28, 2023**

Mr. Coyle made a motion to approve the February 28, 2023 special meeting minutes as presented, seconded by Mr. Suprono. **Vote 4-0**

**4. Report of Operations**

**A. January 2023**

Mr. Gilmore went over the Joint Facilities Operations and Maintenance reports for February.

De-watered: 20 days this period.

Grant Weaver will be discussing some ammonia issues at the next process control consultation visit.

The Plant boiler had minor repairs on the circulator pump and the pressure relief valve, after which Hartford Steam Boiler completed the annual CIRMA inspection. *Inspection passed.*

One (1) bid was received for the PLC computer for the Secondary at an approx. cost of \$50k and a 16-week lead time. Mr. Gilmore will look at getting the cost reduced to approx. \$25-30K as well as getting additional bids.

The Lakeside repairs to refresh the insides of the septage receiving unit will cost an approx. of \$138k. There is a 28-week lead time and will require 30% up front for shop submittals and 30% up front for shipping. A representative from Maher is scheduled for tomorrow (3/22/23) to look at a possible alternative fix. Mr. Suprono made a motion to allow management to prepayment the Lakeside parts if necessary. seconded by Mr. Villa. **Vote 4-0**

The sludge well pump has been sent out to be rebuilt with a new stator and to resurface the rotor. The backup pump will be rebuilt in July.

Blower #2 had its annual preventative maintenance done. A new pressure relief valve and check valve were installed. The second blower will be serviced next week.

A new TWAS pump was received and installed in the Thickener building. The second pump is also being refreshed with a new stator to have as a backup.

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Mr. Clayton reported that Hebron's new flow meter is scheduled to be installed 3/29/2023. Mr. Coyle had concerns with Hebron reporting an averaged flow amount for the past few months and how it would affect the billing between Hebron and Colchester.

Mr. Coyle asked about the percentage of nitrogen reporting at 14% efficiency this month in comparison to 50% efficiency last summer. *Time of year will affect the nitrogen levels.*

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

**A. 22/23 Budget Status**

Mr. Clayton reported on the 2022/23 Revenue and Expenses. Revenue is reporting at 66.8%. Operations is reporting at 54.7%. Mr. Villa suggested creating separate line items for the larger special projects. *Copies distributed and made part of these minute.*

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

**A. MAPS -AECOM**

An approval letter was received from the State of CT DEEP to proceed with the engineering study with AECOM.

Motion was made by Mr. Silberman to authorize management to sign AECOM contract for the engineering study for MAPS in the amount of \$163,838.97. seconded by Mr. Suprono. **Vote 4-0**

**7. SOP Sub-Committee Report**

**A. Progress Report**

The SOP Meetings are currently on hold however, Mr. Cerreta has continued to update and test the drafted SOP. The SOP is not yet in use with the other operators.

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

**A.**

**9. Capital Planning**

**A. MAPS**

Nothing additional to report.

**B. Plant**

Nothing additional to report.

**10. Executive Session**

**A. None**

**11. Adjournment**

Mr. Suprono made a motion to adjourn, seconded by Mr. Silberman. **Vote: 5-0**  
Meeting was adjourned at 6:01 pm.

Respectfully submitted,  
Linda B. Connors  
Recording Secretary