

**Town of Colchester – Town of East Hampton
Joint Facilities Regular Meeting
Tuesday, May 16, 2023 5:00PM
Colchester-East Hampton Treatment Plant Meeting Room and Zoom**

MINUTES

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

Absent:

Other Attendee(s): Scott Clayton: Public Utilities Administrator, Joseph Leone (5:05pm): Town of Colchester, Public Works Director, Paul Cerreta: Operator III, David Cox: Town of East Hampton, Town Manager and Lisa Seymour: Town of East Hampton, Human Resources Coordinator (5:36pm)

1. Call to Order

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

2. Public Comments

None

3. Approval of Minutes

A. Regular Meeting of March 21, 2023

Mr. Villa made a motion to approve the March 21, 2023 meeting minutes as presented, seconded by Mr. Suprono. **Vote 5-0, 1 abstained**

4. Report of Operations

A. April 2023

Mr. Clayton reported on a Notice of Violation (NOV) received on toxicity test done last summer. Specifically, retesting was required to be redone within 30 day from date of notice. Mr. Gilmore is working getting this rectified with the State.

Three (3) bids were received for the PLC blower controls. NIC came in with best and lowest bid of \$30,600. Motion was made by Mr. Villa to award the contract to NIC in the amount of \$30,600. seconded by Mr. Suprono. **Vote 6-0**

The Lakeside septage receiving system continues to have issues. The internal replacement parts that were approved at the March 21st meeting have been ordered, however the anticipated arrival is next year. A representative from Maher recommends the possible alternative fixes while waiting on the replacement parts including but not limited to: Replacing lower bearings, welding new pieces in the existing basket, rack assembly, scrapper comb, brush assembly etc. Mr. Suprono made a motion to allow management an additional \$20,000 for the temporary Lakeside parts. seconded by Mr. Silberman. **Vote 6-0**

Joint Facilities received the NACWA Peak Performance Platinum Service Award for 2022/23. This is eight years running.

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 89.1%. Dump fees are running behind due to shut down while work was done on the aeration tanks. Operations is reporting at 67.1%. *Copies distributed and made part of these minute.*

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

A. MAPS -AECOM

Mr. Clayton signed the contract with AECOM on April 24, 2023. A copy of the Connecticut Clean Water Fund (CWF) form for funding assistance was also forwarded to AECOM for completion.

7. SOP Sub-Committee Report

A. Progress Report

The SOP meetings are still on hold however, Mr. Cerreta has continued to update and test the drafted SOP. It was reported that the elevator lift at Prospect Hill is still considered unsafe for use and elevator as not been certified. Mr. Cerreta will forward Mr. Leone a list of the issues with the elevator as well as photos. Mr. Cerreta will also forward Mr. Leone copies of the SOP's. The SOP is not yet in use with the operators.

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

A. CWF Call for Projects

See 6A for discussion

9. Capital Planning

A. MAPS

See 6A for discussion.

B. Plant

See 4A for discussion.

10. Executive Session

A. Personnel Matter

Mr. Suprono made a motion to enter into executive session at 6:01 p.m. seconded by Mr. Villa.

Vote: 5-1, Mr. Clayton, David Cox, Lisa Seymour and Joseph Leone were invited into this session. Executive session was adjourned at 7:19 pm.

11. Adjournment

Mr. Suprono made a motion to adjourn, seconded by Mr. Peter. **Vote: 6-0**
Meeting was adjourned at 7:20 pm.

Respectfully submitted,
Linda B. Connors
Recording Secretary