

**Town of Colchester – Town of East Hampton
Joint Facilities Regular Meeting
Tuesday, September 19, 2023 5:00PM
Colchester-East Hampton Treatment Plant Meeting Room and Zoom**

MINUTES

Attendance: John Suprono, Peter Villa and Ron Silberman (zoom)

Absent: Mark Barmasse and Robert Peter

Other Attendee(s): Scott Clayton: Public Utilities Administrator and Paul Cerreta: Operator III

1. Call to Order

Mr. Suprono called the meeting to order at 5:07 PM.

2. Public Comments

None

3. Approval of Minutes

A. Regular Meeting of July 18, 2023

Mr. Villa made a motion to approve the July 18, 2023 meeting minutes as presented, seconded by Mr. Suprono. **Vote 2-0, 1 abstained**

4. Report of Operations

A. July/Aug 2023

Mr. Cerreta went over the Joint Facilities Operations and Maintenance reports for July & August. July Report- RDT: 19 days, Belt Press: 19 days. Operators continued with the routine daily/weekly inspections and maintenance. One (1) operator took their wastewater exam. A new operator started on July 31st.

August Report- RDT: 24 days, Belt Press: 23 days. Goals for the month include increase of percent solids of de-water sludge, continue operator training, organize files and create a tracking system for products and vendor information. Two operators visited the Town of Meriden facility to learn about the tertiary treatment and phosphorous removal. One operator enrolled in the Operator I & II exam prep class. Colchester- replaced a worn ball check valve at Chestnut Hill PS. Hebron- the emergency generator had a fuel line rupture at Raymond Brook PS. Mr. Cerreta is looking into a bypass fitting to be able to connect to East Hampton's portable pump if needed. Two (2) new trucks were ordered in August. The Ford F250 with plow has been delivered and the Ford F450 crane vehicle should be ready in October. New England Pump and Valve will be doing the temporary repairs to the Lakeside receiving station. Work will start tomorrow (9/20/2023). US Automation started programing the HMI for the blower control in the secondary building.

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

A. 22/23 and 23/24 Budget Status

Mr. Clayton reported on the 2022/23 Revenue and Expenses. Revenue is reporting at 94.1%. Operations is reporting at 76.% and does not include the \$511k for Capital . Revenue is still pending final payments from Hebron. There was a brief review of the 2023/24 budget reports acknowledging that there are no significant expenditures to date this early in the fiscal year. *Copies distributed and made part of these minutes.*

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

A. MAPS -AECOM

AECOM inspected a few of the man holes.

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

A. Letter of Resignation

Mr. Clayton has submitted his written letter of resignation and retirement effective December 29, 2023. *Copies distributed and made part of these minutes.*

B. Election of Chair

Tabled to November 21, 2023 meeting

Mr. Clayton asked if any Board member would be available to sit in on the interviews for Superintendent on Thursday 9/21/23. *All parties present are not available.*

8. Capital Planning

A. MAPS

Nothing additional to discuss.

B. Plant

The status of the open projects is being reviewed i.e. RAS drive, Aeration computer, NIC PLC system, Lakeside septage repairs.

9. Executive Session

A. None

10. Adjournment

Mr. Villa made a motion to adjourn, seconded by Mr. Silberman. **Vote: 3-0**
Meeting was adjourned at 5:28 pm.

Respectfully submitted,
Linda B. Connors
Recording Secretary