

Town of Colchester – Town of East Hampton  
Joint Facilities Regular Meeting  
Tuesday, January 16, 2024 5:00PM  
Colchester-East Hampton Treatment Plant Meeting Room and Zoom

**MINUTES**

**Attendance:** Mark Barmasse, John Suprono, Robert Peter and Ron Silberman

**Absent:** Peter Villa

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

**1. Call to Order**

Mr. Barmasse called the meeting to order at 5:10 PM.

**2. Public Comments**

Steven Coyle (former Board member) wished everyone a Happy New Year.

**3. Approval of Minutes**

**A. Regular Meeting of November 21, 2023**

Mr. Peter made a motion to approve the November 21, 2023 meeting with correction to 7a. Item should read “ *Motion was made by Mr. Peter and seconded by Mr. Villa*”, seconded by Mr. Barmasse. **Vote 2-0, 2 abstained**

**B. Regular Meeting of September 19, 2023**

Mr. Suprono made a motion to approve the September 19, 2023 meeting minutes as presented, seconded by Mr. Silberman. **Vote 2-0, 2 abstained**

**4. Report of Operations**

**A. November/December 2023**

Mr. Cerreta went over the Operations and Maintenance reports for November and December. Key items reported on but not limited to:

**November:** RDT: 20 days, Belt Press: 17 days, solids to Synagro: 17.1%. The 2021 punch list items from the infrared inspection have been completed and the new 2023 infrared survey has been conducted. The Hubert inlet bar screen will require major maintenance. Parts have been ordered and should be in sometime in March. The Lakeside permanent repair parts have been received.

**December:** RDT: 20 days, Belt Press: 17 days, solids to Synagro: 18.5%. December had 13.75” of rain and 2 major storms. A meeting was held with AECOM to discuss design options for MAPS. The 2023 DEEP Nitrogen O+M survey was completed. The digester building piston pump #2 needed repair as well as the FST#1 sludge collector chain. Both repairs required significant overtime. *Copies of Joint Facilities Operations report distributed.*

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

**A. 23/24 Budget Status**

Mr. Clayton reported on the 2023/24 Revenue and Expenses. Revenue is reporting at 58.3% and Operations is reporting at 50.5% *Copies distributed and made part of these minutes.*

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

**A. MAPS -AECOM**

Mr. Clayton shared AECOM's preliminary design recommendations for the pump station. The recommendations include the possibility of a bypass pump, self-cleaning wet well, submersible pump and a new electrical building. A presentation will be given by AECOM to the Board in March. *Copies of AECOM Planning Phase Engineering Evaluation and Conceptual Design distributed.*

An additional item to be noted. In a recent report from AECOM it was established that the MAPS force main is in good shape.

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

**A. Election of Vice Chair**

Election of Vice Chairman was tabled to the next meeting. Mr. Clayton will confirm for the next meeting if Vice Chair is required to be from East Hampton.

**B. Presentation of proposed F/Y 24/25 budget**

The Joint Facilities committee reviewed and discussed the recommended operating and revenue budget for 2024/25 fiscal year. Any changes or corrections will be made at the February 20, 2024 meeting. This year's expense budget proposes an increase by \$105,759 or 3.95%. *Copies were distributed and made part of these minutes*

**8. Capital Planning**

**A. MAPS**

See 6A.

**B. Plant**

Mr. Cerreta is getting quotes for two (2) supernatant pumps for the digester building. Mr. Clayton informed the Board that he is officially retired. He will be staying on part time to supply the state license requirements and provide the budget reports. The Public Utilities Administrator (PUA) and Superintendent positions are still pending. Mr. Barmasse requested a follow up from the Town Manager on both positions for the next meeting.

**9. Executive Session**

**A. None**

**10. Adjournment**

Mr. Suprono made a motion to adjourn, seconded by Mr. Peter. **Vote: 4-0 motion passed**  
Meeting was adjourned at 6:30 pm.

Respectfully submitted,  
Linda B. Connors  
Recording Secretary