

**TOWN OF COLCHESTER – TOWN OF EAST HAMPTON
JOINT FACILITIES
COMMITTEE MEETING Special Meeting
January 21, 2020**

APPROVED MINUTES

The Meeting of the Town of Colchester – Town of East Hampton Joint Facilities Committee was held at the Colchester - East Hampton Waste Water Treatment Plant Meeting Room on Tuesday January 21, 2020 at 5:00 P.M.

In Attendance: John Suprono, Robert Peter, Ron Silberman and Stephen Coyle

Absent: Peter Villa

Other Attendee(s): Scott Clayton: Public Utilities Administrator, James Paggioli: Public Works Director for the Town of Colchester, Ben Gilmore: Superintendent

1. Call to Order

Mr. Suprono called the meeting to order at 5:22 PM

2. Approval of Minutes

A. Regular Meeting of November 19, 2019

Mr. Coyle made a motion to approve minutes, seconded by Mr. Peter.

Vote 4-0 Motion Passed.

3. Report of Operations

A. November and December

Mr. Gilmore went over the Joint Facilities Operations and Maintenance reports for November and December which includes but not limited to routine dewatering, grinder pump/pipe repairs and several pump station repairs. Key items reported on by Mr. Gilmore: A new day tank was installed at MAPS. The new forklift was ordered and delivered. Conn-OSHA conducted a preventive visit and recommended confined space training for new operators along with the yearly operator training. North Main PS was cleaned and generator project is close to being finished.

Mr. Barmasse arrived at 5:32

Mr. Clayton reported that the Grit Classifier is not rebuildable and needs to be replaced. The cost out for a direct replacement would be approx. \$57,000 for a mild steel unit (extra \$22,000 for stainless steel) plus \$20,000 for installation and a turnaround time of 16 weeks. Mr. Clayton suggests the mild steel direct replacement for \$80,000. Mr. Peter recommends researching other brands and options of grit selectors. *Motion made by Mr. Coyle, Seconded by Mr. Suprono for the research and the replacement of the Grit Classifier and funds there and about \$80,000. **Vote: 5-0 Motion Passed.***

4. Budget Status

A. 19/20 Budget Status

2019/2020 Revenue and Expenses for all accounts are showing minimal changes, with the exception of the increase for the computer replacements (5744). Mr. Barmasse asked about the funds for the Grit Classifier. Mr. Clayton will have the funds initially come out of (5741) Machinery and Equipment, becoming a deficit. Funds will come out Capital Improvements if needed, then be transferred to account (5741). *Copies were distributed and made part of these minutes.*

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

A. NPDES permit application ongoing

Permit not yet approved.

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

A. Joint Facilities Commission 2020 Meeting Schedule

A motion was made by Mr. Silberman seconded by Mr. Peter to approve the 2020 meeting schedule. *Unanimously approved.*

B. Presentation of proposed F/Y 20/21 budget.

The Joint Facilities committee reviewed and discussed the recommended operating and revenue budget for 20/21 fiscal year. Any changes or correction will be made at the February 18th 2020. meeting. *Copies were distributed and made part of these minutes.*

Key items that were discussed were: Expense budget has a recommended increase of \$84,783.00 or 3.5% over last year. Primarily the Capital budget funding expense line item increased \$130,050.00. The sludge disposal increased \$23,646.00 due to more solids being pressed, salaries decreased due to change in management and medical insurance increased \$9,820.00. The Capital budget has the inclusion of the MAPS force main replacement project financing of \$485,000.00 for the next five years.

The increase of the Capital budget of 3.5% will support the buildup to cover the potential bond payment for MAPS and ongoing funds for capital items.

Flow meters have all been calibrated resulting in 43.16% flow calculation for Colchester and East Hampton at 56.39%.

7. Capital Planning

A. MAPS

Mr. Clayton received three scenarios from DPC Engineering for the MAPS project.

1. Rehabilitation at \$3.3 million (slip lining)
2. Replace Force Main and existing alignment at \$3.2 million
3. Replace Force Main and new alignment for \$3.8 million

All options include but not limited to excavation, trench repair and bypass pumping.

The recommendation from DPC is to continue using the existing Force Main and replacing with a new Force Main and new alignment. Mr. Barmasse also recommends looking at the cost of doing a Force Main line assessment. Mr. Barmasse also requests reviewing the old facilities plan for a possible MAPS replacement study as well as larger items that are at their life expectancy with no back up. i.e. Blowers, RAS pump and drives and chains.

8. Executive Session

A. None

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9. Adjournment

Move to adjourn made by Mr. Suprono, seconded by Mr. Coyle. Motion unanimously carried. Meeting was adjourned at 6:56 PM.

Respectfully submitted,
Linda B. Connors
Recording Secretary

Minutes approved by a vote of 2-0, 1 abstained by the Joint Facilities Committee on February 18, 2020.