Town of Colchester – Town of East Hampton  
Joint Facilities Meeting  
Tuesday, March 15, 2022 5:00PM  
Virtual Meeting via Zoom

APPROVED MINUTES

Attendance: John Suprono, Steve Coyle, Robert Peter and Ron Silberman (5:22)  
Absent: Mark Barmasse and Peter Villa

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

1. Call to Order  
Mr. Suprono called the meeting to order at 5:15 PM

2. Approval of Minutes  
A. Regular Meeting of February 15, 2022  
Mr. Peter made a motion to approve the February 15, 2022 regular meeting minutes with changes to 5B, seconded by Mr. Coyle. **Vote 3-0, 1 abstained**

A. February 2022  
Mr. Gilmore went over the Joint Facilities Operations and Maintenance reports from February. Key items reported on by Mr. Gilmore: 
- The new operator started March 14th. 
- The lighting upgrade is 95% complete. 
- The mixer trial between ABS Sulzer and Wilo has been completed. ABS Sulzer’s price, part availability and less maintenance made it the best option. 
- The F550 crane truck needs a new transmission. Transmission is covered under warranty. 
- The DO probes have some wiring issues along with the conduit throughout the aeration tanks from the mixer to the recycle pumps. We are running on a temporary wire for the DO probes. Also need a local disconnect and conduit at the new RAS pump. Mr. Clayton noted that this is a health and safety issue and needs to be addressed. Cost estimate is $30K-$40K (funds maybe taken from Capital) 
  - An Infrared survey was done on the plant and MAPS. 
  - The VFD for RAS #2 has been ordered and should be in sometime in August or September.

4. Budget Status, Discussion/Action on the following items  
B. 21/22 Budget Status  
Mr. Clayton reported on the 2021/22 Revenue and Expenses. Revenue is reporting at 69.7% and Operations is reporting at 57.4%. Mr. Coyle requested that the Colchester Share payments be made in middle of the quarter or made monthly. **Copies distributed and made part of these minute.**

5. Old Business, Discussion/Action on the following items:  
A. MAPS RFQ  
Mr. Clayton reported that the RFQ is pending schedule dates, due to coordination with Mr. Clayton’s time off. 

B. Colchester Force Main/Odor Control
Chemical is being added as needed. Mr. Clayton reiterated looking at an engineering study to examining which practice of odor control will be most operationally effective and cost efficient. Mr. Coyle stated that Colchester is looking into it.

6. New Business, Discussion/Action on the following items:
   A. Synagro Contract
      The new Synagro contract shows 12% increase for the 1st year ($117.20 per wet ton) then adjusted to CPI (consumer price index) pricing for years 2 and 3. The current price is $104.18 per wet ton. Management recommends staying with Synagro. Mr. Peter made a motion to allow management to sign Synagro Contract once written. seconded by Mr. Coyle. **Vote 4-0**

7. Capital Planning
   A. MAPS
      See “Report of Operations”

   B. Plant
      See “Report of Operations”

8. Executive Session
   A. None

9. Adjournment
   Mr. Coyle made a motion to adjourn, seconded by Mr. Peter. **Vote: 4-0**
   Meeting was adjourned at 5:57pm

Respectfully submitted,
Linda B. Connors
Recording Secretary

Minutes approved by the Joint Facilities Committee on May 17, 2022. **Vote: 4-0, 1 abstained. motion passed**