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*Gayle Furman*  
GAYLE FURMAN  
TOWN CLERK

**Colchester Sewer and Water Commission**  
**Minutes of the February 24, 2021 Regular Monthly Meeting**  
**7:00 P.M Zoom Virtual Meeting -Colchester Town Hall.**  
**127 Norwich Avenue**  
**Colchester, Connecticut**

**Members Present:** S.Coyle, R. Silberman, T. Hochdorfer, K. Fagnoli,  
G. LePage, R. Segura  
**Members Absent:** R. Peter  
**Others Present:** J. Paggioli (Public Works), "Karen's Laptop"

1. **Call to Order-** Chairman Coyle called the Regular Monthly meeting to order at 7:02 p.m.
2. **Additions to Agenda –** None.
3. **Approval of the Sewer and Water Commission January 27, 2021 Regular Monthly Meeting Minutes–** Motion to approve the minutes of the January 27, 2021 Regular Monthly Meeting Minutes as submitted, by G. LePage, second by R. Silberman; Motion approved 3-0. K.Fagnoli, T.Hochdorfer, R.Silberman Abstained.
4. **Citizen's Comments-** None.
5. **Old Bacon Academy Trustees- Appeal Presentation :** No Members of the Trustees attended the Zoom Meeting. Mr. Paggioli had sent the agenda directly to Mr. Andrew Norton with the link to the meeting. Mr. Paggioli confirmed that no meeting passcode was included within the meeting set up. Mr. Paggioli informed and had sent reports provided by The Trustees and staff's review of the reports with errors noted within the conclusions of the engineer's calculations. Brief discussion occurred in regard to acceptance of the flow into the sewer system, and custodial coverage, daily usage and the start of the high usage coinciding with the daily use period. Since no members of the Bacon Trustees attended the meeting, the Commission decided to table the issue until the March meeting
6. **Subcommittee Reports**
  - A. **Finance – Transfers, Monthly financial reports, Quarterly billing, Disputes, other**

Transfers – None.

Disputes- None new. Note of High Iron within water during Filter Vessel repair.

Monthly Financials –

Quarterly Billing –As of 1/31/21 we have billed out 76.5% of the projected FY 20-21 budget and have collected 69.77%.

Other- the .5 position for the Assistant to the Director is presently vacant.

Candidate has been chosen and offer letter being sent.

## **7. Water Activities**

**A. Water Activities Report** –January to date. Note: Critical Infrastructure Social Distancing of Staff has been re-established.

1) Service Work: Mark outs, Samples –Dist. And Source Finals. Profiles, Service Calls, respond to customers complaint issues and profile request.

2) New Developments – None.

3) Water Hauling – Halted with Voluntary Conservation Notice –Still in effect.

4) Well 5A Pump Repair and order replacement. (Iron build up)

5) Main breaks: 4 - Boretz Road, South Main Street, Lynn Street, Park Avenue

6) CBYD Mark outs

7) Snow Removal

## **B. Water Projects Status –**

1) General: The existing Utility Billing/Account History/Enterprise software CUSI, is no longer being supported by the developer Continental. The Software has become/ was not designed to operate with the new Badger meters. (Our existing meters are Model CE, next generation meters are the Model ME, however the present meters are Cellular based meter heads and this meter is the next supported meter and only one presently being supported by Badger). The Model CE meters are no longer available for purchase/ replacement. The upgraded Software is compatible with the Model CE & ME and Cellular based meters. A proposal was received from Continental and coordination was made with Badger such that an system wide meter replacement would not be required in order to transition to the present meter technology. (i.e. Cellular meters can be purchased as needed and individually). Update: In regards to cloud based or server based systems, the software update could be done at approximately 80% of the cloud based installation, along with no on-going hosting charges. In coordination with the IT of the Town, a new server to host the software and provide daily access to customers would be required, however at a cost of approximately \$4,800. This would be instead of the \$1,300 /month hosting fees. Return on invested would be recouped within 4 months. The onsite (Town Hall) server option was chosen and quotes are being obtained by Town IT. CUSI has been informed of the direction to be made and is adjusting implementation of deployment. Novus Insight has agreed to conduct the required work as a “special project” outside of the normal IT functions for the Town. Jan. 2021 Server obtained, Licensing PO written. Software Update to be loaded prior to next S&W meeting. Staff training by March readings with system operational by April billing. **Feb 2021Update:** Database transfer to CUSI has occurred,

Conversion and testing to be conducted within 3 weeks, Director's computer requires replacement in order to run new software –obtained. Readings will be processed in parallel for April in order to ensure 100% data integrity between systems.

## 8. Sewer Activities

**A. Joint Facilities Report** – Budget for FY 21-22 was approved. Overall theme was that with maintaining Capital funding as this previous year, a 2.3% increase in the Joint Facilities Budget would be proposed. There will likely be a 3.5% increase in Colchester rates due to our flow percentage increasing 1% from last year.

Additionally there were multiple repair items discussed for the plant. Of note the roof replacement and RAS Pump projects were noted. The RAS pump was authorized for repair and roof project was requested to be re-scoped and rebid.

**B. Sewer Activities Report** –Wet well cleaning and macerator grinders at Prospect Hill Pump station repaired.

**C. Sewer Projects Status** –Force Main Break Air Relief valve appeared to be tampered with and froze causing a minor leak. The Valve was replaced and handles removed from the valve assemblies.

## 9. Old Business

**A) Sewer Force Main Break** – Airline Trail East Hampton Rapello Viaduct area. Draft Construction specifications documents completed, full Viaduct pipe lining to be proposed with material evaluation being conducted. Life span analysis of repair being conducted.

**B) Prospect Hill Pump Station** – Joint Facilities has check valve and are coordinating obtaining quotes for installation from Delray, Kovacs and New England Pump. Awaiting final installation date from Joint Facilities.

**C) Joint Facilities Committee- Colchester request for Capital Planning Overview and Direction.** – During the Joint Facilities meetings the need for more concise Capital Planning along with Facilities Asset Management/Facilities Management practices has been identified by members of the Committee. No further update this month.

**D) RFP 2019-08 Well 3A Well House and Associated Piping. Update**  
Final Pump Test and Well sampling to be conducted 1/29/21. Samples once cleared will be submitted to DPH in order to receive approval for the Well 3a to be incorporated into the system. Letter submitted to DPH on 2/22/21.

**E) Anticipated Capital Project Schedule** – Discussion - Tabled

**F) Filter Vessel Failure** – On 1/6/21 – 1/7/21 A filter vessel failure regarding vessel #1 with media bypassing the nozzle heads entering the backwash and filtration system piping was noted by staff. Subsequent Vessel failures upon backwash cycle required that the plant be taken off line, the Vessels remaining without structural issues (3,4,&5) having damaged filter nozzles, required replacement and new media restored was into those vessels. Temporary operation was maintained by a 450 gpm portable cartridge system that was plumbed into the plant. Additionally camera and pipe jet work was required to 1) determine extent of media infiltration through out the system, 2) remove

media from below vessels 3,4, &5, and clear well piping, 3) determine failure locations within vessels 1 & 2. Additionally, piping isolation of Vessels 1 and 2 was required to bring the system back on line and conduct cleaning operations. Costs for just this scope of work (not including replacement of 15 year old media) is likely to exceed \$60,000. By 1/16 Plant was putting out clear water from rebuilt vessel 3. By 1/17 rebuilt vessel 4 was brought online. By 1/25 rebuilt vessel 5 was brought online. The portable plant was not needed after 1/18/21. No update this month due to time constraints.

**10. New Business –**

A) FY 21-22 Proposed Budget – Sewer likely increase of 3.5 % increase, Water- Open for discussion 1% Min, 2.5% Recommended for initial calculations. The Commission discussed and consensus was made to increase the base rate an additional ten dollar amount and calculate the water budget with the based rate augmenting the Water Capital Budget.

**11. Citizens Comments – None.**

**12. Adjourn** - Motion to adjourn, by K. Fagnoli, second by T. Hochdorfer ; Motion approved 6-0. Chairman Coyle adjourned the meeting at 8:00 p.m.

Respectfully submitted,  
James Paggioli, Director of Public Works