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Colchester Sewer and Water Commission

Minutes the March 22, 2018 Special Monthly Meeting

**7:00 P.M Colchester Town Hall. Meeting Room 2
127 Norwich Avenue
Colchester, Connecticut**

Members Present: S. Coyle, R. Silberman, R. Peter, T. Hochdorfer (7:05), M. Hayes,
Members Absent: K. Fagnoli
Others Present: J. Paggioli (Public Works)

Regular Monthly Meeting

1. **Call to Order-** Chairman Coyle called the meeting to order at 7:01 p.m.
2. **Approval of the Sewer and Water Commission February 8, 2018 Regular Monthly Meeting Minutes**– Motion to approve the minutes of the February 8, 2018 Regular Monthly Meeting Minutes as submitted, by R.Peter, second by R. Silberman; Motion approved 4-0 (none abstained).
3. **Citizen's Comments** - None.
4. **Subcommittee Reports**
A. Finance – Transfers, Monthly financial reports, Quarterly billing, Disputes, other
Transfers – None
Monthly Financials – Discussion.
Quarterly Billing –As of 2/28/2018 we have billed out 73.7% of the projected budget FY 17-18 and collected 71.2% of the projected budget.
Disputes: None. Two requests for Sewer credits. One Granted.
5. **Water Activities**
A. Water Activities Report – February 2018 to Meeting Date
1) Service Work: Mark outs, Samples –Dist. And Source Finals. Profiles, Service Calls, Quarterly Readings conducted 3/5, respond to customers complaint issues, turn offs.
2) New Developments, - 4 Natures Way

- 3) Water Hauling – Halted with Voluntary Conservation Notice –Still in effect.
- 4) Budget preparation assist.
- 5) Main breaks: Bruce Circle.
- 6) Well #4 Shut off.
- 7) Snow Operations.
- 8) Distribution system recon for main breaks and production monitoring.
- 9) Service calls to determine high use at individual locations. (Issues found)

B. Water Projects Status –

- 1) Park Place –Meter installations & Connection Fees at each lot rented and CO Issued. Review Broadway Dental Office Conversion
- 2) Eastern WUCC draft document, ESA, Eastern WUCC Water Supply plan, representation at meeting. See item below

6. Sewer Activities

A. Joint Facilities Report – Revised Budget Presentation. Adopted. Property referral and site walk.

B. Sewer Activities Report – No issues in Colchester Collection system.

C. Sewer Projects Status – No issues. Review of individual connections for residents.

7. Old Business

- A) RFP 2015-16 Engineering Services Well 3A Project – Update:** Well location adjustment required due to obstruction at 38 feet below surface. 20 feet away depth to 68 feet occurred. Sister well (2 feet away) indicated delay in recharge rate. Due to proximity of pump well, it was determined to place new sister well 14 feet away in order to obtain a more diverse indication of the local area recharge rate. Pump tests conducted on revised location and secondary location closer to existing Well 3 building. Awaiting calculations and design contract to be delivered to us for First Selectman signature (Done and delivered) Update: Meeting held with Weston and Sampson and S.B Church to review design. Proposed well design to be a 48”-54” outside casing with a 24” withdrawal casing. Screen location to be 7 to 9 feet in length at the 40 to 49 foot depth. Instead of gravel pack, the annual fill is proposed to utilize SiLi Beads gradation. The beads have been utilized successfully in other states and are less subject to iron clogging that is problematic with gravel packed wells, therefor the well will require redevelopment less. They were instructed to prepare the final design plans for submission to DPH. Conservative calculation anticipates a withdrawal rate of 350 gpm which would be sufficient to maximize the permitted diversion totals for the well field.
- B) Prospect Hill Pump Station** – Replacement of check valve. Still awaiting estimate documentation.
- C) WUCC Report of Activities-** Preliminary Integrated Report from Eastern WUCC review and comments to be submitted. Continued representation.
- D) DEEP – Diversion Permit Extension – Discussion and Action.** Normally a 6 month warning is sent by DEEP in regards to an expiring Diversion permit.

Mr. Paggioli received the expiration warning within 29 days on the expiration date. It was anticipated that the Diversion Permit RFP and application would be a January 2018 agenda item with submission for early spring in conjunction with Well #3A data. Mr. Paggioli would like to prepare the initial application and extension request while submitting the RFP as part of the extension request, with the final renewal being prepared by the chosen RFP firm. Consent Order with DEEP was submitted in order to maintain the existing Diversion Permit withdrawal rate while the RFP and application are submitted. **Update:** Consent signed and returned by State. Withdrawal data submitted to DEEP. RFP posted.

- E) FY 18-19 Sewer and Water Budget.** Discussion regarding proposed budget. Joint Facilities Initial Budget Presentation indicated a large increase in sewer rates, however there were discrepancies regarding the spreadsheet formulas that caused a double counting of approximately \$283,000 of required revenue. Subsequent to the meeting, the necessary corrections were made and a modest increase to the Sewer rate will be required to support the Capital Improvements at the Waste Water Plant, approximately 4.0%. It was noted that there has not been a Sewer Rate increase in 7 years. The Water portion of the budget will require a rate increase to accommodate the new State mandated fee that water companies will be charged by the State of Connecticut Department of Health to fund State DPH positions. The likely charge will be a dollar per connection/account. Approximately \$2,500. Contractual obligations for the upcoming year indicate 2.25% labor increase. The likelihood is that a 1.5% increase in Water Rates will be necessary in order to cover costs. After brief discussion, the Commission instructed Mr. Paggioli to prepare the Legal Notice and to set the Public Hearing for April 19, 2018.

- 8. New Business – None.**
- 9. Adjourn -** Motion to adjourn, by R. Silberman , second by M. Hayes ; Motion approved 5-0. Chairman Coyle adjourned the meeting at 8:25 p.m.

Respectfully submitted,
James Paggioli, L.S.