



Colchester Sewer and Water Commission
Minutes of the 9 January 2008 Regular Monthly Meeting
Municipal Office Complex
Colchester, Connecticut

Members Present: R. Tarlov, R. LeMay, T. Tyler
Members Absent: S. Boyden, A. Pelletier, K. Fagnoli
Others Present: M. Decker (Public Works Director), Adam Turner (Planning Director), several Bacon Academy students from Mr. Frikman's civics class

1. **Call to Order** – Chairman Tarlov called the meeting to order at 7:04 p.m.
2. **Approval of the Sewer and Water Commission 12 December 2007 Regular Monthly Meeting** – *Motion to approve the minutes of the 12 December 2007 sewer and water commission regular monthly meeting as presented, by R. LeMay, second by T. Tyler; Motion approved 2-0 (T. Tyler abstained)*
3. **Citizen's Comments** - none
4. **Proposed Town Business District Zone – presentation by Planning Director Adam Turner** – Colchester Planning Director Adam Turner presented background and information regarding the proposed zoning changes for Commercial and Business District zones. The discussion included comments on the need and possible configurations for sewer and water system infrastructure improvements and potential build-out demands. There was also general discussion regarding design considerations especially as they relate to protection of watershed lands.
A. Turner indicated his desire to continue to work with staff and the Commission throughout this process to ensure the sewer and water system is capable of providing the services needed for the development activities anticipated within these zones.

5. Subcommittee Reports

A. Finance Subcommittee (draft 08/09 expense budget presentation, transfers, monthly update, etc.) – Monthly financial reports were reviewed and discussed.

M. Decker distributed draft sewer and water operating expense budgets and identified the changes from the current budget as well as the uncertainties associated with chemical, electrical, and manpower costs when the new plant operation begins. In addition, future fuel and electrical expense trends are uncertain at this time. An estimate has been generated for loan repayment and labor expenses until contract negotiations are complete.

M. Decker indicated he has just begun working on the revenue side of the budget and will be reviewing it with Mr. Chris Woodcock, the consultant that performed the recent rate study analysis.

Given the time frame and status of the budget, it will be necessary to meet again before the February meeting to generate the final draft revenue and expense budgets. A special meeting will be held on 30 January 2008 at 7:00 p.m.

M. Decker indicated he has received responses from customers on two denial letters for sewer credits associated with outside water use. Both customers were offered the opportunity to meet with the Commission but neither requested a meeting. Chairman Tarlov indicated he will generate reply letters.

6. Water Activities

A. Water Activities Report – Lab and production information were made available at the meeting for review.

M. Decker noted work since the prior meeting focused on completion of year-end activities including meter reading and cross-connection inspections and testing. Continued work on meter replacements; Treatment plant project work; cleaning out of O&M facility for interior ceiling work; routine monthly work (distribution system sampling, filter backwash, generator exercise, etc.)

B. Water Projects Status – cut in triple-gated tee and valves and 8 in. main up to hydrant location at GND Too project

C. APZ Reviews – none – Adam continues to meet with pre-existing non-complying properties regarding filing registrations in accordance with APA regulation

7. Sewer Activities

A. Joint Facilities Report – no December meeting – next meeting is 5:00 p.m. on Tuesday the 15th

B. Sewer Activities Report – oil delivery- 800+ gallons; no other operating problems

C. Sewer Projects Status – completed installation of sanitary sewer service to GND Too project

8. Old Business

A. Taintor Hill Road Treatment Plant Improvements – M. Decker reported there has been continued interior work with HVAC system, plumbing,

and electrical. Town continues to paint as walls get exposed before anything is mounted; electrical and pump building set on top of wet well, auxiliary wet well in place; pumps and motors are to arrive and be set next week, filters scheduled for delivery week of 21st

Loan closed the end of December – first application for reimbursement has been submitted. Additional justification needed for materials purchased in conjunction with work performed by Town.

B. Well 5A/Aeration Tower Project – all info into CL&P – awaiting reimbursement check then we will begin demolition of Well 5 building and installation of submersible with pitless adaptor

C. Capital Projects (Tank Painting, Meters, O&M Roof, Rt 149 Force Main Break) – painting/lead containment report issued by Tnemec to Lenard – will be setting up a meeting with Lenard Engineering within next couple weeks; meter installation interrupted but getting back on track; interior ceiling work to begin again in about a week or two; sewer force main work will not begin until spring

D. Other – Lyman Viaduct work begun this week; notice from Selectman's Office of conflict with October meeting – Yom Kippur holiday. *Motion to change the meeting date of the October Sewer and Water Commission regular monthly meeting to 15 October 2008, by T. Tyler, second by R. LeMay; Motion approved 3-0.*

9. New Business – none

10. Citizens Comments - none

11. Adjourn – *Motion to adjourn, by T. Tyler, second by R. LeMay; motion approved 3-0.* Chairman Tarlov adjourned the meeting at 8:51 p.m.

Respectfully submitted,
M. Decker