

**EAST LYME WATER & SEWER COMMISSION  
REGULAR MEETING  
Tuesday, November 17th, 2015  
MINUTES**

FILED IN EAST LYME  
CONNECTICUT  
NOV 19 2015 AT 1:30 AM/PM  
*Cesley at 15:00*  
EAST LYME TOWN CLERK

The East Lyme Water & Sewer Commission held a Regular Meeting on Tuesday, November 17, 2015 at the East Lyme Town Hall, 108 Pennsylvania Avenue, Niantic, CT. Chairman Nickerson called the Regular Meeting to order at 7:02 PM.

**PRESENT:** Mark Nickerson, Chairman, Steve DiGiovanna, David Jacques, Dave Murphy, Joe Mingo, Carol Russell, Roger Spencer, Dave Zoller,

**ALSO PRESENT:** Joe Bragaw, Public Works Director  
Brad Kargl, Municipal Utility Engineer  
Kevin Seery, Deputy First Selectman & Ex-Officio

**ABSENT:** Dave Bond

**1. Call to Order**

Chairman Nickerson called the Regular Meeting of the East Lyme Water & Sewer Commission to order at 7:02 PM and led the assembly in the Pledge of Allegiance.

**2. Approval of Minutes**

▪ **Public Hearing I Minutes (Water) – October 27, 2015**

Mr. Nickerson called for a motion or any discussion or corrections to the Public Hearing I Minutes of October 27, 2015.

**\*\*MOTION (1)**

Mr. DiGiovanna moved to approve the Public Hearing I Minutes of October 27, 2015 as presented.

Mr. Spencer seconded the motion.

Vote: 6 – 0 – 1. Motion passed.

Abstained: Mr. Nickerson

▪ **Public Hearing II Minutes (Sewer) – October 27, 2015**

Mr. Nickerson called for a motion or any discussion or corrections to the Public Hearing II Minutes of October 27, 2015.

**\*\*MOTION (2)**

Mr. DiGiovanna moved to approve the Public Hearing II Minutes of October 27, 2015 as presented.

Mr. Zoller seconded the motion.

Vote: 6 – 0 – 1. Motion passed.

Abstained: Mr. Nickerson

▪ **Regular Meeting Minutes – October 27, 2015**

Mr. Nickerson called for a motion or any discussion or corrections to the Regular Meeting Minutes of October 27, 2015.

**\*\*MOTION (3)**

**Mr. DiGiovanna moved to approve the Regular Meeting Minutes of October 27, 2015 as presented.**

**Mr. Spencer seconded the motion.**

**Vote: 6 – 0 – 1. Motion passed.**

**Abstained: Mr. Nickerson**

**3. Delegations**

Mr. Nickerson called for delegations.

There were no delegations.

**4. Finance Director Report**

Mr. Nickerson Noted that the Finance Director's report was in the packet they had received this evening.

There were no comments.

**5. Billing Adjustment Requests – Attachment A**

Mr. Kargl said that there were no adjustments.

**6. Approval of Bills – Attachment B**

Mr. Nickerson called for a motion on the Regional Interconnection bill.

**\*\*MOTION (4)**

**Mr. DiGiovanna moved to approve payment of the following Regional Interconnection bill: Tighe & Bond Inv. #101590236 in the amount of \$525.09.**

**Mr. Zoller seconded the motion.**

**Vote: 7 – 0 – 0. Motion passed.**

**(Note: Ms. Russell joined the meeting)**

Mr. Nickerson called for a motion on the Pattagansett PS bill.

**\*\*MOTION (5)**

**Mr. Zoller moved to approve payment of the following Pattagansett Pump Station bill:**

**Prime Electric, Inv. #28963 in the amount of \$5,233.00.**

**Mr. DiGiovanna seconded the motion.**

**Vote: 8 – 0 – 0. Motion passed.**

Mr. Nickerson called for a motion on the Columbus Ave Bridge Water Main/Valves bill.

**\*\*MOTION (6)**

**Mr. DiGiovanna moved to approve payment of the following Columbus Ave Bridge Water Main/Valves bill: Machnik Bros. Inc., Inv. 006697 in the amount of \$36,787.75.**

**Mr. Zoller seconded the motion.**

**Vote: 8 – 0 – 0. Motion passed.**

Mr. Nickerson called for a motion on the Miscellaneous Road Patch Repair bills.

**\*\*MOTION (7)**

**Mr. DiGiovanna moved to approve payment of the following Miscellaneous Road Patch Repair bills: Tilcon, Inv. #1334429 in the amount of \$58.75 and Tilcon, Inv. #1334701 in the amount of \$2,059.97.**

**Mr. Spencer seconded the motion.**

Mr. DiGiovanna asked what this was for.

Mr. Bragaw said that it is for patches that the DOT was after them to complete and which have now been completed – such as on Flanders Road where the Habitat home is now.

**Vote: 8 – 0 – 0. Motion passed.**

## **7. Weston & Sampson Agreement – Saunders Point Wastewater Study**

Mr. Kargl said that this is for a study for the Saunders Point area. It is subject to review by the Town Attorney and to be sent to the DEEP for processing. This is just to authorize the Chairman to execute the agreement once reviewed.

### **\*\*MOTION (8)**

**Mr. Mingo moved to authorize the Chairman of the Water and Sewer Commission to execute and deliver an agreement with Weston & Sampson Engineers, Inc., in the amount of \$85,366.95 for the Saunders Point Wastewater Study, subject to the approval of the Town Attorney.**

**Mr. Zoller seconded the motion.**

**Vote: 8 – 0 – 0. Motion passed.**

## **8. RFQ – Well 1A and 2A treatment Study**

Mr. Kargl recalled that back in October they had provided a short list of the four firms that were selected for interviews for this project. The intent is to interview them on December 2, 2015 and then make recommendations to the Commission on how they would like to proceed.

## **9. Proposed Regular Meeting Schedule for 2016**

### **\*\*MOTION (9)**

**Mr. Zoller moved to approve the Water & Sewer Commission Regular Meeting Schedule for 2016 as presented.**

**Mr. DiGiovanna seconded the motion.**

Mr. DiGiovanna asked if they could start their meetings at 6:30 PM.

Mr. Nickerson said that he was in favor of starting meetings earlier and that the trend seemed to be to move in that direction. He asked if anyone had any issues.

Mr. Mingo said that people have to eat and that he prefers the 7 PM time.

Ms. Russell said that while she prefers the 7 PM start time that it is only once a month and that she could do it.

Mr. Nickerson said that while he is a big fan of starting earlier that they should keep this in mind and look to do it with next years calendar.

**Vote: 8 – 0 – 0. Motion passed.**

## **10. Water Project Updates**

### **▪ Meter Replacement Project**

Mr. Kargl said that he had contacted the DPH about 'sole-source' and noted that for some 10 to 15 years that they have been with Sensus. He would like to formally request that they go with Sensus with the DPH as they have been with them for so many years now.

Mr. Jacques asked how many meters would have to be replaced if they went to competitive bid and another vendor.

Mr. Kargl said 6500. He added that with what they have now that they would only have to put the touchpad in and then be able to do the radio read while with another vendor they would have to replace the entire assembly.

### **▪ Bridge Replacement Projects – Society Rd & Route 1**

Mr. Kargl noted that he had provided them with a spreadsheet on this work and the relocation of the water main. He noted that they would be responsible for buying the materials under Part A and would then be reimbursed by the State DOT. Part B is things that they want to do that would not be reimbursable by the State. One is for a hydrant on the east side of the bridge and a 6-inch water service

on the west side of the bridge for both domestic and fire (former Holdridge property). The \$17,000 would be something that would have to come out of the Capital Improvements.

▪ **Well 5 Roof Repair**

Mr. Kargl explained that this is a request for up to \$10,000 to replace the roof on Well 5 as it is approximately 20 years old and the equipment hatch area is unsafe and rotted. He said that he had asked for some estimates to do the work and had come up with prices that ranges from \$8000 to do some of it to \$10,000 to do it and to include any replacement of underlayment. He noted that Ms. Johnson had suggested that they could take this from the completed Security/Well Improvements remaining balance.

Mr. Murphy suggested that if they were going to do this then they should also move the \$23,078.81 that would be needed to completely cover the Columbus Ave. Bridge Repair project so that they would not have to do it later.

Mr. Kargl said that they could do that and added that there is some money coming from Amtrak on that but he does not have an exact figure at this time.

**\*\*MOTION (10)**

**Mr. Murphy moved to approve up to \$10,000 from the Water Construction Account to an account to be established Well 5 Roof Repair to replace the roof at the Well 5 treatment building and to move \$23,078.81 from the Shore Road/Water Main Replacement capital balance to the Columbus Ave Bridge Water Main capital balance to cover the cost of that project.**

Mr. DiGiovanna seconded the motion.

Vote: 8 – 0 – 0. Motion passed.

**11. Communications**

▪ **See Correspondence Log**

The correspondence log was available for review.

Mr. Kargl noted that they did get the approval from the DPH on the diversion permit with New London and it gives them the flexibility to transfer water to New London when they can with the only restriction being that they can transfer up to 1M gpd.

**12. Chairman's Report**

Mr. Nickerson thanked Mr. Seery for covering the previous meeting for him and said that he intends to do that from time to time in the future.

Mr. Murphy asked about Old Lyme.

Mr. Nickerson said that he has not heard anything since his last report a couple of months ago. He said that he would check into it and let them know.

**13. Staff Updates**

**a. Water Department Monthly Report**

There were no comments.

**b. Sewer Department Monthly Report**

Mr. Murphy asked about the Department of Corrections being over their allotment.

Mr. Kargl recalled that he had sent them an email and they said that they were looking into it. He did not hear back so he sent them another email letting them know that they are running over their allotment. He said that they still have not heard back from them but know that they are aware of it.

**c. Operating Budget Review**

Mr. Bragaw said that he had provided them with this report in their packets. Things so far have been tracking well. The water side has been a bit challenging with all of the road repairs but things are okay. The sewer side has been tracking well so far. He said that he would keep them updated on this as they move through the year.

**d. Staffing Matters**

(Note: Mr. Kargl was asked to leave this portion of the meeting)

Mr. Bragaw passed out an organization chart of the Water & Sewer Department noting that Mr. Poola would be retiring in early January 2016 after 29 years with the Town. Due to the length of service and the time accrued, this would involve a payout. They are looking at keeping one utility superintendent and Mr. Pape would be that person as he is a good people manager and the reorganization would allow them to pull everyday things off of Mr. Kargl so that he would have the time to do all that he has to do. He cautioned that they are not looking for more dollars here as they can make this work out and have the department be more efficient. They are looking to have a utility tech coordinator to work with Brad at no extra dollars but that would not be able to be implemented until around May. Mr. Pape would receive a stipend to be determined. Further he has spoken with Mr. Pape who said that he would be happy to take the position.

Mr. Nickerson said that they wanted to have a plan in place to implement when Mr. Poola leaves and not just be left open with nothing. This seems to be the best way to proceed with their plans for the future. He also noted that they were looking to increase Mr. Kargl's salary by 3.5% for how valuable he is to the department and the Town. He is seeking the Commission's approval to do so.

**\*MOTION (11)**

**Ms. Russell moved that Mr. Kargl's salary be increased by 3.5%.**

**Mr. Zoller seconded the motion.**

**Vote: 8 – 0 – 0. Motion passed.**

(Mr. Kargl returned to the meeting.)

Mr. Nickerson thanked Mr. Kargl for all that he does and said that the Commission had voted to increase his salary by 3.5%

Mr. Kargl thanked everyone.

**14. ADJOURNMENT**

Mr. Nickerson called for a motion to adjourn.

**\*\*MOTION (12)**

**Mr. DiGiovanna moved to adjourn the November 17, 2015 Regular Meeting of the East Lyme Water & Sewer Commission at 8:13 PM.**

**Mr. Zoller seconded the motion.**

**Vote: 8 – 0 – 0. Motion passed.**

Respectfully submitted,

Karen Zmitruk,  
Recording Secretary

**Town of East Lyme  
Water & Sewer Commission  
Meeting Schedule  
2016**

Meetings will be held at the East Lyme Town Hall  
Meeting Room #1 (upstairs)  
on the following listed Tuesdays at **7:00 PM**  
(4th Tuesday of the Month unless otherwise noted\*)

**January 26, 2016**

**February 23, 2016**

**March 22, 2016**

**April 26, 2016**

**May 24, 2016**

**June 28, 2016**

**July 26, 2016**

**August 23, 2016**

**September 27, 2016**

**October 25, 2016**

**\*November 15, 2016**  
(Third Tuesday due to holidays)

**\*December 13, 2016**

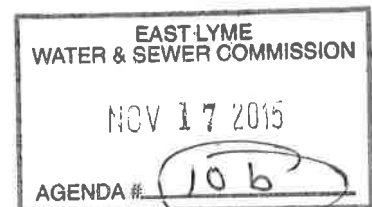
(\*Note: Due to the holidays the December meeting is on the Second Tuesday)

FILED IN EAST LYME  
CONNECTICUT  
Nov 19 2015 AT 9:55 AM/PM  
*Caitlin Falco, at*  
EAST LYME TOWN CLERK

**Cost Estimate for DOT Project 44-148  
Route 1 over Pattagansett River (Bridge No. 02973), East Lyme  
10-Nov-15**

| <b>Work to be done by DOT Contractor (Part A)</b>                                      |                          |      |          |            |                    |
|--|--------------------------|------|----------|------------|--------------------|
| Item No.   | Description              | Unit | Quantity | Unit Cost  | Total Cost         |
| 1  | 12-in Water Main         | LF   | 150      | \$155.00   | \$23,250.00        |
| 2  | 12-in MJ Gate Valves     | EA.  | 2        | \$2,400.00 | \$4,800.00         |
| 3  | 12-in 45 deg. MJ Bends   | EA.  | 8        | \$950.00   | \$7,600.00         |
| 4  | 12-in MJ Cap             | EA.  | 2        | \$350.00   | \$700.00           |
| <b>Total Estimate of Contractor Work</b>   |                          |      |          |            | <b>\$36,350.00</b> |
| <b>Work to be done by Municipality (Part B - Non-Participating Work)<sup>(1)</sup></b> |                          |      |          |            |                    |
| Item No.   | Description              | Unit | Quantity | Unit Cost  | Total Cost         |
| 1  | 6-in Water Main          | LF   | 60       | \$130.00   | \$7,800.00         |
| 2  | Fire Hydrant Assembly    | EA.  | 1        | \$7,000.00 | \$7,000.00         |
| 3  | 6-in MJ Gate Valve       | EA.  | 1        | \$1,300.00 | \$1,300.00         |
| 4  | 12-in x 12-in x 6-in Tee | EA.  | 1        | \$1,200.00 | \$1,200.00         |
| 5  | 6-in MJ Plug             | EA.  | 1        | \$150.00   | \$150.00           |
| <b>Total Estimate of Municipality Work</b>   |                          |      |          |            | <b>\$17,450.00</b> |
| <b>Total Estimate (Part A and B)</b>   |                          |      |          |            | <b>\$53,800.00</b> |

(1) Non-Participating work includes the installation of a fire hydrant assembly on the east side of the bridge and a 6-in water service on the west side of the bridge.



*Attachment plus #10.6. 11/17/15*