

**EAST LYME WATER AND SEWER COMMISSION
REGULAR MEETING MINUTES
OF OCTOBER 24, 2017**

Present: Kevin Seery, Acting Chairman, Steve DiGiovanna, Dave Jacques, Joe Mingo, Dave Murphy, Carol Russell, Roger Spencer and Dave Zoller

Also Present: Joe Bragaw, Public Works Director
Brad Kargl, Municipal Utility Engineer
Anna Johnson, Finance Director
Mark Zamarka, Town Counsel

FILED

Oct 26 2017 AT 12:05 AM/PM
Karin Yalton, Clerk
EAST LYME TOWN CLERK

1. Call to Order. Mr. Seery called the Water and Sewer Regular Meeting of October 24, 2017 to order at 6:55 p.m.

2. Approval of Minutes

a. Regular Meeting Minutes - September 26, 2017. Mr. Seery asked for additions, deletions or corrections to the September 26, 2017 East Lyme Water and Sewer Commission Regular Meeting Minutes.

MOTION (1): Mr. Zoller moved to approve the East Lyme Water and Sewer Commission Regular Meeting Minutes of September 26, 2017, as presented. Seconded by Mr. Murphy. Mr. DiGiovanna abstained from voting. (7-0-1) Motion carried.

b. Special Meeting Minutes - October 10, 2017. Mr. Seery asked for additions, deletions or corrections to the October 10, 2017 Special Meeting Minutes.

MOTION (2): Mr. DiGiovanna moved to approve the East Lyme Water and Sewer Commission Special Meeting Minutes of October 10, 2017, as presented. Seconded by Mr. Murphy. Mr. Zoller abstained from voting. (7-0-1) Motion carried.

3. Delegations. There were none.

4. Consider Adoption of Proposed Sewer Rates.

Mr. Mingo expressed concern that we have a rate increase and the Town budget is not presented until April.

MOTION (3): Mr. Zoller moved to approve the proposed sewer rates. Seconded by Mr. DiGiovanna. (8-0) Unanimous.

5. Consider Adoption of Proposed Water Rates.

MOTION (4): **Mr. Zoller moved to approve the proposed water rates. Seconded by Mr. DiGiovanna. (8-0) Unanimous.**

6. Billing adjustments - Attachment A.

The Commission reviewed the leak adjustment requests.

Mr. Seery asked for an explanation on the leaking toilet adjustment. Mr. Kargl stated the customer made an attempt to correct the leaking toilet. He felt it would fit the intention. Mr. Kargl reported we are trying to move forward with a meter replacement program that will allow us to obtain real data on usage and notify our customers when we notice usage that was not normal.

Mr. Mingo could not understand how anyone does not notice a toilet running. Mr. Kargl stated the intent of the policy is to help customers who have significant leaks. The policy is working as intended at this point. He was asked if the customer has to demonstrate they have a problem? Mr. Kargl replied they do.

7. Approval of Bills - Attachment B.

MOTION (5): **Mr. DiGiovanna moved to approve the Tighe & Bond Invoice No. 101790012 in the amount of \$39,476.00. Seconded by Mr. Zoller. (8-0) Unanimous.**

Mr. DiGiovanna asked for information regarding hours for the pump station upgrades. Mr. Kargl replied this was a long-term contract and it is a lump sum for scope items and is based on percentages.

MOTION (6): **Mr. DiGiovanna moved to approve Invoice 400746243 from Xylem in the amount of \$14,494.32 and Invoice No. 474181 from Weston & Sampson in the amount of \$7,580. Seconded by Mr. Zoller. (8-0) Unanimous.**

Mr. Mingo asked if it is a back-up pump? Mr. Kargl replied it was. We were able to work with them to reduce costs.

MOTION (7): **Mr. DiGiovanna moved to approve Invoice 474180 from Weston & Sampson in the amount of \$3,475. Seconded by Mr. Zoller.**

(8-0) Unanimous.

8. Finance Director Report. Ms. Johnson stated her reports are in the Commission's packets.

Mr. Zoller asked for an explanation of the first paragraph. Ms. Johnson replied the \$433,000 for meter deposits becomes the cash flow until we receive revenue from our billing. Mr. Murphy asked if we use this money until we start collecting in November. He was informed we do.

9. Draft Sewer Regulations. Mr. Kargl reported we had a Subcommittee Meeting last week and are working on draft regulations. We will need another Subcommittee Meeting. We are working on how to implement and approve applications. Mark Zamarka, Town Counsel, stated the subcommittee has done a lot of hard work.

Ms. Russell stated Town Counsel and Mr. Kargl will work on the sewer connection application form prior to the next subcommittee meeting and have to implement the regulations in the permit process.

Mark Zamarka, Town Counsel, left the meeting.

10. Water and Sewer Commission Regular Meeting Schedule for 2018. Mr. Jacques asked why there was a change to the December meeting schedule. Mr. Seery replied because there was no room available.

MOTION (8): **Mr. Murphy moved to accept the proposed
Water and Sewer Commission Regular
Meeting Schedule for 2018 as presented.
(8-0) Unanimous.**

11. Sewer Project Updates

a. Niantic Pump Station Emergency Upgrades. Mr. Kargl reported we evaluated the need for the Niantic Pump Station and visited facilities in Connecticut with Western & Sampson engineers. The visit was useful and allowed us to be comfortable with choosing the right pumps. The pumps we have right now at Niantic and Pattagansett will be removed. We looked at a HOMA and Sulzer pump. We don't have pricing for it yet but will shortly. Mr. Kargl concluded that the HOMA & Sulzer pump will not clog as much, and there will be less maintenance on it. Waterford and Groton use this type of pump. The Sulzer facility is in South Carolina, and they have a repair facility in Hartford. We were comfortable with the ability to have maintenance done in Connecticut. We have budgeted \$400,000 for it. At this point to get the pump upgrade done the project cost will be \$290,000 with added ancillary costs of \$70,000. Once we get this authorized Mr. Kargl would like to remove one of the bypass pumps that we are renting. This will save on the monthly charge.

Mr. Mingo asked relative to horse power are we downsizing? Mr. Kargl replied they are 105 horsepower. We are changing the way we control them. They will be more efficient. We can avoid maintenance problems.

Mr. Mingo asked will we save on electricity? Mr. Kargl replied we will.

12. Water Project Updates.

a. Well 1A and 6 Treatment Plant Modifications and Upgrades. Mr. Kargl informed the Commission we are 30%-40% complete in the design phase. We hope to have the design complete by the end of this year. We need to do soil borings but need to coordinate our work with the schools, because they will be done near classrooms. Mr. Bragaw stated on Election Day the schools will be closed.

13. Correspondence Log.

1. Letter dated October 17, 2017 to East Lyme Water & Sewer Commission from the Waterford Utility Commission, regarding October 17, 2017 Regular Meeting Agenda.
2. Letter dated October 12, 2017 to Brad Kargl from Mandy S. Smith, Drinking Water Section regarding Sanitary Survey Report.
3. Letter dated October 6, 2017 to D & V Morin Construction Co., Inc. from Eileen M. Ego-Assistant Director Engineer regarding replacement of bridge No. 02973-fire hydrant, et al.
4. Letter dated September 28, 2017 to East Lyme Water & Sewer Commission from the City of New London W&WPCA, regarding 9-28-17 Regular Meeting Minutes.
5. Letter dated September 28, 2017 to East Lyme Water & Sewer Commission from City of New London W&WPCA, regarding 9-28-17 Regular Meeting Minutes.

Mr. Murphy reported a letter was received from the Assistant Director regarding fire hydrants. Mr. Kargl stated we will owe for putting in the hydrant which is not part of the DOT project.

Mr. Mingo felt it would be helpful if the graphs were in color.

14. Chairman's Report. There was no Chairman's Report.

15. Staff Updates

a. Water Department Monthly Report. Mr. Murphy observed we are still receiving water from New London. Mr. Kargl replied in part due to the fact it has been dry and Well 5 and 6 are off line. We have been taking water from New London until October. He stated you are looking at the September Report.

Ms. Russell asked if we have a more definitive idea of what caused the e-coli problem?
Mr. Kargl replied it came and went in a matter of one sample.

Mr. Mingo asked if we are addressing the problems noted in the letter from the State of Connecticut? Mr. Kargl replied we are.

Mr. Mingo stated the water tank on Boston Post Road has algae. Mr. Kargl has asked the Superintendent to look into the matter. He is working on a solution. One approach is costly. We may need to rent a lift and power wash it ourselves.

Mr. Mingo felt the individual who is spraying the hydrants is doing a good job.

b. Sewer Department Monthly Report. The Commission reviewed the Sewer Department's Monthly Report.

16. Future Agenda Items. Mr. Bragaw asked that discussion on bathrooms at Cini Park be added to the next Agenda as well as microgrid sign off for Well 6 and 1A and the Society Road sewer pump station.

MOTION (9): **Mr. Murphy moved to adjourn the October 24, 2017
East Lyme Water and Sewer Commission Regular
Meeting at 7:25 p.m. Seconded by Mr. DiGiovanna.
(8-0) Unanimous.**

Respectfully submitted,

**Frances Gheri
Substitute Recording Secretary**

Town of East Lyme
Water & Sewer Commission
Meeting Schedule
2018

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 23, 2018

February 27, 2018

March 27, 2018

April 24, 2018

May 22, 2018

June 26, 2018

July 24, 2018

August 28, 2018

September 25, 2018

October 23, 2018

***November 13, 2018**
(Second Tuesday due to holidays)

***December 11, 2018**

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

FILED

OCT 26 2017 AT 10:05 AM PM

Karen Yulish

EAST LYME TOWN CLERK