

**EAST LYME WATER & SEWER COMMISSION
REGULAR MEETING
Tuesday, JULY 24th, 2018
MINUTES**

The East Lyme Water & Sewer Commission held a Regular Meeting on Tuesday, June 26, 2018, at the East Lyme Town Hall, 108 Pennsylvania Avenue, Niantic, CT. Chairman Nickerson called the Regular Meeting to order at 7 PM.

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

ALSO PRESENT: Attorney Edward O'Connell, Town Counsel
Joe Bragaw, Public Works Director
Brad Kargl, Municipal Utility Engineer
Anna Johnson, Finance Director

ABSENT: Dave Zoller

FILED IN EAST LYME
CONNECTICUT
Jul 30, 2018 AT 10:30 AM/PM
Bruce Blawie ATC
EAST LYME TOWN CLERK

1. Call to Order / Pledge of Allegiance

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

He asked that they add items 16. – Future Agenda Items and 17. – Adjournment to the revised agenda.

****MOTION (1)**

Mr. DiGiovanna moved to add Item 16. – Future Agenda Items and Item 17. – Adjournment, to the Revised Agenda.

Ms. Russell seconded the motion.

Vote: 8 – 0 – 0. Motion passed.

2. Approval of Minutes

▪ **Regular Meeting Minutes – June 26, 2018**

Mr. Nickerson called for a motion or any discussion or corrections to the Regular Meeting Minutes of June 26, 2018.

****MOTION (2)**

Mr. DiGiovanna moved to approve the Regular Meeting Minutes of June 26, 2018 as presented.

Mr. Spencer seconded the motion.

Vote: 7 – 0 – 1. Motion passed.

Abstained: Mr. Murphy

3. Delegations

Mr. Nickerson called for delegations.

There were no delegations.

4. Billing Adjustments

There were none.

5. Approval of Bills – from Attachment B

Mr. Nickerson called for a motion on the Pattagansett Bridge Water Main Relocation bill.

****MOTION (3)**

Mr. DiGiovanna moved to approve payment of the following Pattagansett Bridge Water Main Relocation bill: Lenard Engineering, Inc., #67569 in the amount of \$1500.00.

Mr. Zoller seconded the motion.

Vote: 8 - 0 - 0. Motion passed.

6. Old Lyme Beaches Agreement Status Report

Attorney O'Connell updated the Commissioners on the agreement stating that the three (3) beaches agreement has been fully signed by all. Mr. Nickerson signed it this evening. It comprises 40 payments over 20 years at 2% interest however with the requirement of the upfront payment it would be 39 payments. He said that he also wanted Mr. Bragaw's dollar amount schedule which Mr. Bragaw said he would provide. The maintenance of the pump station and the work that we would do will be the subject of discussions in the future. The agreement is effective as of today as this is when our Chairman has signed the agreement.

Ms. Russell asked about the potential for a separate agreement on the maintenance and if we are entertaining being involved in one.

Attorney O'Connell said that it would depend upon a number of factors and be the subject of future discussion.

****MOTION (4)**

Mr. Mingo moved that they address item 8.a. and then revert back to the agenda order.

Ms. Russell seconded the motion.

Vote: 8 - 0 - 0. Motion passed.

8. a. Discussion of Interest Rates – Ordinance Concerning Water Rates

Mr. Bragaw explained that Mr. Scheer had brought this up to him originally. We have been charging 1% interest on unpaid fees while the going rate for quite some time has been 1.5%; also our tax office charges 1.5% on unpaid taxes. The suggestion is to raise the water interest rate on unpaid fees to 1.5% to be in line with the tax department. A list of other water companies was provided showing that 1.5% or 18% per annum is the typical rate.

Attorney O'Connell noted that the 1% interest rate is scattered throughout the ordinances so he would suggest that if they want to change them that they would make a request to the Board of Selectmen to amend the ordinances to raise to 1.5% the interest rate (18% per annum).

Mr. DiGiovanna asked if they would have to hold a public hearing on this.

Attorney O'Connell said that the Board of Selectmen would hold the public hearing.

Mr. Jacques asked what the dollar figure on the delinquent accounts could be.

Mr. Bragaw said that he would guess in the \$6,000 range or more. He added that as they are working with the new meters that he would suggest holding this as they may find other items that would need to also be changed to be consistent and they could do it all at the same time.

Ms. Russell said that she is wondering if there would be an encouragement of some sort – where for instance people would pay up and have a time frame in which to do it before paying the higher interest rate.

Mr. Jacques said that he would be interested in knowing all the areas of the ordinance that would be affected by the change.

Mr. Mingo asked about the sewer rate.

Attorney O'Connell said that it is the same as the unpaid taxes – 18% / year or 1.5% / month.

Mr. Nickerson asked if they could enact it in the same manner as the sewer rate which aligns to any unpaid taxes.

Attorney O'Connell said that they could.

Mr. Nickerson asked Attorney O'Connell to do more research and to present what items would be affected by the change at a future meeting.

7. Finance Director Report

Ms. Johnson said that they had received her report in their packets and that they were doing okay at this time as the fiscal year has just begun and they finished the previous year somewhat higher as Mr. Bragaw had explained to them.

8. b. Adjusting Sewer Manholes for the DOT Paving of Rte 156

Mr. Bragaw explained that the Dot is paving Rte 156 from the Niantic River Bridge to the rocky Neck connector this September to October. They will be milling from the Niantic River Bridge to the intersection of East Pattagansett and doing a 2" overlay from there to the Rocky Neck Connector. Due to this, we need to adjust all the sewer manhole covers. The DOT compensates around \$300 each however it will cost around \$800-\$900 per structure due to the size and many of the frames need to be replaced. Mr. Pape has said that there are 40 manhole covers there and has estimated that there are approximately 30 manholes that need to be replaced in that section of the road. They need to move on this as the date of the paving is fast approaching. They are estimating it at costing up to \$60,000.

Mr. Jacques asked if they could firm up the actual number of frames needed.

Mr. Bragaw said that they were comfortable with the 40.

Ms. Russell asked about the history on the \$300 each that the DOT compensates.

Mr. Bragaw said that it has always been that amount. He noted that the reimbursement that they receive should go back to the same account.

****MOTION (5)**

Mr. DiGiovanna moved to approve up to \$60,000 from the sewer assessment fund to purchase new manhole structures and to cover the cost of labor to adjust structures on Rte 156 from East Pattagansett Road to the Rocky Neck Connector.

Mr. Jacques seconded the motion.

Vote: 8 – 0 – 0. Motion passed.

8. c. Liquidation of Authorized but Un-Issued Debt for Water & Sewer

Ms. Johnson explained that this is to close out projects that are complete – one is for sewer construction and the other one is the regional interconnection project.

****MOTION (6)**

Mr. Murphy moved to request the Board of Selectmen take action to close the remaining balances from Authorized but Un-issued Debt as follows:

\$4,366,046 – Sewer construction

\$2,209,131 – East Lyme – New London Regional Interconnection Project

Mr. Spencer seconded the motion.

Vote: 8 – 0 – 0. Motion passed.

9. Water & Sewer Operating Budget Status Reports

Mr. Bragaw noted that they had ended the year in the black. It is early in the new fiscal year and they are not looking to raise sewer rates.

10. Sewer Project Updates

▪ Niantic Pump Station Emergency Upgrades

Mr. Kargl reported that the project is done and that they are waiting for the acceptance report – final from Weston & Sampson. He noted that pump #3 had a great deal of vibration and they had it checked and re-checked and found that the vibration is being magnified through another piece of equipment in

the building. The pumps themselves are fine. They have not made the final payment yet as they are awaiting the final report.

▪ **Emergency Standby Generators – McCook’s and Shore Road Pump Station**

Mr. Kargl reported that he had put together a spreadsheet on the price comparisons. He noted that we do carry parts for Kohler and suggested that they go with Prime Electric.

Mr. Spencer noted that the transfer switches do not have a lot of run time on them.

Mr. Kargl said that they have already made a motion on this and that he wanted to bring back his recommendation with the comparisons to them for their information.

11. Water Project Updates

▪ **Well 1A and 6 Treatment Plant Modifications and Upgrades**

Mr. Kargl reported that they need to wrap this project up and be closed out in the next two (2) months.

▪ **Relocation of the Radio Telemetry Equipment at the Roxbury Road Tank**

Mr. Kargl explained that they would be placing the equipment to a climate controlled building nearby. It involves updating and re-locating. He noted that it is part of the Capital Project for the Water department and he is looking for authorization to use the \$30,000 allotted to this project.

****MOTION (7)**

Mr. Murphy moved to authorize up to \$30,000 from the Water Construction Account for the upgrade and relocation of the Roxbury Road Tank radio telemetry equipment to the adjacent cell tower and climate-controlled communications building by Integrated Control Systems, Inc.

Mr. DiGiovanna seconded the motion.

Mr. Spencer asked Mr. Kargl if they could do all of this for the \$30,000.

Mr. Kargl said yes, it is for the whole package.

Vote: 8 – 0 – 0. Motion passed.

12. Correspondence Log

There were no comments.

13. Chairman’s Report

Mr. Nickerson reported that the new park on Main Street is a great improvement to our Town. He thanked Mr. Scheer for handling this project. He also said that they would have some economic development news in the next couple of days. Lastly, 14 years ago the Town moved the Police Department to the Dominion Building on Main Street and they need to have a better facility. He said that he is working on a plan for something better.

14. Assistant Utility Engineer Update

Mr. Bragaw updated that they are looking to do some interviews in October.

15. Staff Updates

a. Water Department Monthly Report

Mr. Murphy asked if they have been taking water from New London.

Mr. Kargl said that yes, they have been taking it regularly.

b. Sewer Department Monthly Report

Ms. Russell asked about the DOC having exceptionally high daily readings and if it triggers greater cost to us.

Mr. Kargl said that it actually means a greater cost to them. He added that it was an issue that he notified them of and that they need to fix it.

Mr. Bragaw noted that in 6 to 7 weeks that they will be re-paving the roads at Saunders Point.

16. Future Agenda Items

There were none at this time.

17. ADJOURNMENT

Mr. Nickerson called for a motion to adjourn.

****MOTION (8)**

Mr. DiGiovanna moved to adjourn this Regular Meeting of the East Lyme Water & Sewer Commission at 8:33 PM.

Mr. Murphy seconded the motion.

Vote: 8 – 0 – 0. Motion passed.

Respectfully submitted,

Karen Zmitruk,
Recording Secretary