

**EAST LYME WATER & SEWER COMMISSION
REGULAR MEETING
Tuesday, JUNE 26th, 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, Joe Mingo, Roger Spencer. Carol Russell, Dave Zoller

ALSO PRESENT: Attorney Edward O'Connell, Town Counsel
Joe Bragaw, Public Works Director
Brad Kargl, Municipal Utility Engineer
Anna Johnson, Finance Director
Kevin Seery, Ex-Officio & Deputy First Selectman

FILED

July 2 20 18 AT 10:00 AM/PM
Wm. Yulm
EAST LYME TOWN CLERK

ABSENT: Dave Murphy

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.

****MOTION (1)**

Mr. DiGiovanna moved to add Item 4.a. to the Agenda – Possible Action on Old Lyme Beaches Contract

Mr. Mingo seconded the motion.

Vote: 8 – 0 – 0. Motion passed.

2. Approval of Minutes

- Regular Meeting Minutes – May 22, 2018

Mr. Nickerson called for a motion or any discussion or corrections to the Regular Meeting Minutes of May 22, 2018.

Mr. Spencer asked that he be added to the listing of those present.

****MOTION (2)**

Mr. DiGiovanna moved to approve the Regular Meeting Minutes of May 22, 2018 as amended.

Mr. Zoller seconded the motion.

Vote: 8 – 0 – 0. Motion passed.

3. Delegations

Mr. Nickerson called for delegations.

There were no delegations.

4. Executive Session – Old Lyme Beaches Sewer Contract Negotiations and Engineering Estimates

****MOTION (3)**

Mr. Mingo moved to enter Executive Session for the purpose of discussion on the Old Lyme Beaches Sewer Contract Negotiations & Engineering Estimates inviting Attorney O'Connell, Mr. Bragaw, Mr. Kargl and Mr. Seery to join them.

Mr. DiGiovanna seconded the motion.
Vote: 8 – 0 – 0. Motion passed.

****MOTION (4)**

Mr. Mingo moved to return to Regular Session at 7:50 PM with no action taken in Executive Session.

Mr. Bond seconded the motion.

Vote: 8 – 0 – 0. Motion passed.

(Note: Mr. Seery left the meeting)

4.a. Possible Action on Old Lyme Beaches Contract

Mr. Nickerson asked if they were ready to take action on this item.

****MOTION (5)**

Mr. DiGiovanna moved RESELVED, to authorize the Chair to execute and deliver an agreement for the connection of the Old Lyme Beach Associations' sewerage system to the East Lyme sewerage system in substantially the same form as presented to the East Lyme Water & Sewer Commission at its June 26, 2018 meeting, and to sign such additional documents and do all things necessary to implement said agreement.

Mr. Zoller seconded the motion.

Mr. Mingo said that he hoped that the cooperation between the Towns continues.

Mr. Nickerson complimented Attorney O'Connell for his diligence on this project as well as Mr. Bragaw and Mr. Kargl.

Vote: 8 – 0 – 0. Motion passed.

5. Billing Adjustments

There were none.

6. Approval of Bills – from Attachment B

Mr. Nickerson called for a motion on the Well 1A/6 Treatment Project bill.

****MOTION (6)**

Mr. DiGiovanna moved to approve payment of the following Well 1A/6 Treatment Project bill: Tighe & Bond, Inv. #061890042-043 in the amount of \$21,938.78.

Mr. Zoller seconded the motion.

Vote: 8 - 0 – 0. Motion passed.

Mr. Nickerson called for a motion on the Niantic Pump Station Upgrades bill.

****MOTION (7)**

Mr. DiGiovanna moved to approve payment of the following Niantic Pump Station Upgrades bill: Weston & Sampson, Inv. #482232 in the amount of \$197,690.00.

Mr. Zoller seconded the motion.

Vote: 8 – 0 – 0. Motion passed.

Mr. Nickerson called for a motion on the Booster Station Upgrades bills.

****MOTION (8)**

Mr. DiGiovanna moved to approve payment of the following Booster Station Upgrades bills: Integrated Control Systems, Inv. #3130 in the amount of \$750.00 and Integrated Control Systems Inv. #3131 in the amount of \$8,550.00.

Mr. Zoller seconded the motion.

Vote: 8 – 0 – 0. Motion passed.

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

****MOTION (9)**

Mr. DiGiovanna moved to approve payment of the following Pattagansett Bridge Water Main Relocation bill: Lenard Engineering, Inc. #67431 in the amount of \$500.

Mr. Zoller seconded the motion.
Vote: 8 – 0 – 0. Motion passed.

7. Finance Director Report

Ms. Johnson said that they had received her report in their packets and that there were no extraordinary expenses on the water or the sewer side.

Mr. Mingo asked if they are 'liquid'.
Ms. Johnson said that at this point they are.

8. Spinnaker Sewer Pump Station Maintenance Agreement for FY 2019

(Note: Mr. Zoller recused himself and left the room for this item)

Mr. Kargl explained that this is the annual agreement that runs July 1, 2018 through June 30, 2019 for the Spinnaker Pump Station. He said that they had increased the labor rates by 2% as they do not know what the outcome will be from the contract negotiations. He noted that they really do not make or lose any dollars on the agreement.

Mr. Mingo suggested that this contract could be a model for the future beach associations' contract.
Ms. Russell asked if they should add something so that they could re-visit this in four months or so in case the negotiations come out different from what they are looking at now.
Mr. Kargl said that he did not think that was necessary as they are charged for any additional services at the rates that outside vendors bill.

****MOTION (10)**

Mr. DiGiovanna moved to authorize the Chair of the Water and Sewer Commission to execute the Maintenance of Sewer Pump Station Agreement with Spinnaker Association, Inc. for fiscal Year 2019.

Mr. Jacques seconded the motion.
Vote: 7 – 0 – 0. Motion passed.
(Note: Mr. Zoller rejoined the meeting)

9. Water & Sewer Operating Budget Status Reports and Requested Action

▪ Sewer Operating Budget FY2017/18 – Reallocate Meter Replacement Funds for Acquisition of Emergency Stand-by Generators

Mr. Bragaw explained that they had added a new line to the Sewer department budget (New Services/Projects) and that \$80,500 was put into it. They have not spent it and he has heard from Mr. Kargl and field personnel that there is a great need for the emergency generators to be replaced as they are rotting out and are needed. He thinks that it would be better to pay for them out of operating.

Mr. Mingo said that it bothers him to take money away from the meters at this time as he wants that program to go forward.

Mr. Bragaw said that this does not affect the meter replacement program.

Mr. Jacques asked if there was any way to rebuild the generators.

Mr. Kargl said that they have already been rebuilt.

Mr. Jacques asked if there was any salvage value.

Mr. Kargl said that the engines may have salvage value.

Mr. Nickerson asked how long they have lasted.

Mr. Bragaw and Mr. Kargl said 25 years.

****MOTION (11)**

Mr. Bond moved to approve a re-allocation and carry-over of funds in the amount of \$84,577 from fiscal year 2017/18 to fiscal year 2018/19 in account 06-01-500-500-330 (New

Services/Projects) to purchase two generators; one to be located at McCook's and the other at Shore Road.

Mr. DiGiovanna seconded the motion.

Ms. Russell asked about the repercussions of this for this year.

Mr. Bragaw said that there were none as there are only three days left to this fiscal year.

Vote: 8 – 0 – 0. Motion passed.

****MOTION (12)**

Mr. Bond moved to authorize the Chair of the Water and Sewer Commission to approve the purchase of the selected generators after review of the bids and recommendation by staff.

Mr. DiGiovanna seconded the motion.

Vote: 8 – 0 – 0. Motion passed.

▪ **Sewer Operations – Appropriation for the 2018/19 Vehicle Acquisition Program**

Mr. Bragaw explained that this is to replace one of the existing trucks with a Ford Utility Body Truck with plow, lift gate and emergency lights through the vehicle acquisition program.

Mr. Mingo suggested using a motor pool concept to keep the vehicles moving through the system. The vehicles would be checked out as needed between Public Works, Water & Sewer and Parks & Rec and be utilized as rolling stock.

****MOTION (13)**

Mr. DiGiovanna moved RESOLVED, to approve an appropriation in the amount of \$52,919.45 for Sewer Operations for the purpose of acquiring by way of lease or purchase a Ford Utility Body Truck with plow, lift gate and emergency lights and as evidenced by an agreement for the acquisition of the vehicle by lease or purchase or a combination thereof, for a total price of \$49,000 plus interest at the rate of 3.07% per annum, payable in annual installments of \$10,583.89 (\$881.99/month) over a period of five (5) years. The First Selectman (Water & Sewer Commission Chairman) is authorized, in the name and on behalf of the Town, to execute and deliver any documents that may be required in connection with said transaction.

Mr. Zoller seconded the motion.

Vote: 8 – 0 – 0. Motion passed.

▪ **Water Operations – Appropriation for the 2018/19 Vehicle Acquisition Program**

Mr. Bragaw explained that the dump body has rotted out on an existing truck. The Fleet Manager has indicated that the chassis and power train are in good enough condition to consider installing a new body on it. Investing the money now would get them another 8 to 10 years of service from this vehicle. A new comparable truck would cost \$150,000.

****MOTION (14)**

Mr. Bond moved RESOLVED, to approve an appropriation in the amount of \$37,799.61 for Water Operations for the purpose of acquiring by way of lease or purchase a steel body replacement as evidenced by an agreement for the acquisition of the steel body replacement for an existing vehicle by lease or purchase or a combination thereof, for a total price of \$35,000 plus interest at the rate of 3.07% per annum, payable in annual installments of \$7,559.92 (\$629.99/month) over a period of five (5) years. The First Selectman (Water & Sewer Commission Chairman) is authorized, in the name and on behalf of the Town, to execute and deliver any documents that may be required in connection with said transaction.

Mr. Spencer seconded the motion.

Mr. Spencer asked about an option to also undercoat it before putting the body on it.

Mr. Bragaw agreed that was a good option.

Vote: 8 – 0 – 0. Motion passed.

10. Sewer Project Updates

▪ **Niantic Pump Station Emergency Upgrades**

Mr. Kargl reported that the new pumps are in and operational and the bypass pumps were sent back on June 10, 2018. They expect by this week Friday to be operational to the fullest extent. The Xylem bypass pumps went over by 2.5 months and they covered the expense out of operating. He said that he spoke with Weston & Sampson regarding this issue and they have gone to Golden Anderson over it.

Mr. Spencer asked if Weston & Sampson should also own part of the problem and delivery lateness as they secured the pumps.

Mr. Kargl said yes.

11. Water Project Updates

Well 1A and 6 Treatment Plant Modifications and Upgrades – Requested action to authorize Tighe & Bond Amendment #3 for design of future Micro grid electrical conduit system

Mr. Kargl explained the budget sheet regarding this project and noted that they are within the authorized spending and can do this project. He said that they had a meeting out in the field regarding getting the micro grid set up now so that it would be ready.

Mr. Jacques asked if this was eligible to go under the DWSRF funding.

Mr. Kargl said no, adding that part of it would be eligible under the DEEP side. He said that he is asking them to execute Amendment No. 3 here.

****MOTION (15)**

Mr. DiGiovanna moved to authorize the Chair of the Water and Sewer commission to execute Amendment No. 3 to the Agreement for Engineering Services Relative to Well 1A final Design, Permitting, Bidding and construction in an amount not to exceed \$9,900 for the design of electrical conduit systems for the future micro grid, thereby increasing the authorized fee from \$335,400 to \$345,300.

Mr. Zoller seconded the motion.

Vote: 8 – 0 – 0. Motion passed.

12. Correspondence Log

Mr. Bond asked about the Building Officials memo.

Mr. Kargl explained that they required a review of the tank when going out to put up the new antennas as if there was any damage, the antenna installers would have to fix it.

13. Chairman's Report

Mr. Nickerson reported that he would be having Mr. Seery stepping in fairly regularly to Chair these meetings as other duties take him away from them. He also reported that for the Cini Park bathroom project, most of the pipes are in however the actual bathrooms have been delayed and they will probably not see them much before the end of the summer. The school construction has started and this will be an 18 month project. O&G is the General contractor. Summer is in full swing now and with the free beaches it is anticipated that they will be filling up early so the Town will be busy. As a reminder, the Lions Arts & Crafts Show with food vendors is this weekend.

14. Assistant Utility Engineer Update

Mr. Bragaw updated that they are looking to do some interviews sometime in August as they have previously stated that nothing could be done during the current fiscal year. He noted that they brought Vince over from Public Works to fill a position in Sewer and that he has hit the ground running as he has experience within this area.

15. Staff Updates

a. Water Department Monthly Report

There were no comments.

b. Sewer Department Monthly Report

Ms. Russell asked about the 'No Reading' item for Point O'Woods and Camp Niantic.

Mr. Kargl said that he thinks that it is an operator error and that Mr. Pape is working on it.

Mr. Mingo asked about the Adams case and if it has been taken care of and paid.
Mr. Kargl said that Mr. Adams has not been back in.

16. Future Agenda Items

None at this time.

17. ADJOURNMENT

Mr. Nickerson called for a motion to adjourn.

****MOTION (16)**

Mr. DiGiovanna moved to adjourn this Regular Meeting of the East Lyme Water & Sewer Commission at 8:55 PM.

Mr. Zoller seconded the motion.

Vote: 8 – 0 – 0. Motion passed.

Respectfully submitted,

Karen Zmitruk,
Recording Secretary