

**EAST LYME WATER & SEWER COMMISSION
REGULAR MEETING MINUTES
TUESDAY, SEPTEMBER 22nd, 2020
Via Zoom Meetings**

The East Lyme Water & Sewer Commission held a Regular Meeting on Tuesday, September 22, 2020 by Zoom Meetings. Chairman Nickerson called the Regular Meeting to order at 7:01 PM.

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

ALSO PRESENT: Attorney Timothy Hollister
Joe Bragaw, Public Works Director
Brad Kargl, Municipal Utility Engineer
Ben North, Municipal Utility Engineer
Anna Johnson, Finance Director

FILED

Sept 28, 2020 AT 10:05 AM/PM

ABSENT: No One

Brooke Stearns 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 7:01 PM via Zoom meetings. He noted there was a quorum. The Pledge was observed.

2. Approval of Minutes

▪ **Regular Meeting Minutes – August 25, 2020**

Mr. Nickerson called for a motion or any discussion to the Regular Meeting Minutes of August 25, 2020.

****MOTION (1)**

Mr. Bond moved to approve the Regular Meeting Minutes of August 25, 2020 as presented.

Mr. DiGiovanna seconded the motion.

Vote: 8 – 0 – 1. Motion passed.

Abstained: Mr. Nickerson

3. Delegations

There were no delegations.

4. Approval of Bills

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

****MOTION (2)**

Mr. DiGiovanna moved to approve the following Well 1A/6 Treatment Project bill: RH White, Appl. No. 05 in the amount of \$245,265.55.

Mr. Murphy seconded the motion.

Vote: 8 – 0 – 1. Motion passed

Abstained: Mr. Bond

Mr. Nickerson called for a motion on the Meter Replacement bill.

****MOTION (3)**

Mr. DiGiovanna moved to approve the following Meter Replacement bill: Robinson & Cole, Inv. #50319133 in the amount of \$1,388.00.

Mr. Murphy seconded the motion.

Vote: 9 – 0 – 0. Motion passed.

5. 231 Boston Post Road Sewer Assessment

Mr. Kargl said that they would forego this resolution this evening as Attorney O'Connell is ill and could not attend this evening. They are looking at going from 15 to 20 years to pay it off. He asked Ms. Johnson about the interest rate which would be going from 5% to –

Ms. Johnson said that they looked at the last five years of bond sales and did an average of those years – which came to 3.6%. She worked with Ben and Brad and they came up with 3.5%.

Mr. Kargl said that it is similar to what they did with Hope Street and goes along with that.

6. Finance Director Report

Ms. Johnson noted that they had her report. She noted that the water cash balance is up a bit but the revenues YTD as down a bit from last year. The difference seems to be in what they billed the prisons. Also, the expenditures are up a bit but that could be timing.

On the sewer side the revenues are down a bit and the expenses are a bit lower. There were no cash outlays from the sewer assessment fund.

Mr. Bond asked about the prisons and if the sewer is about the same – why would the water be different.

Mr. Bragaw recalled that there is something wrong with the water meter at the prison so that would be adjusted and the revenues will go up. The billing has to be adjusted and back charged.

Mr. Bond asked why they could not just base it on the sewer.

Mr. Nickerson said that he met with the prison warden and was told that they are down in numbers – they are usually at around 850 (pre-Covid) and are not at 550. Once the courts open they will build the numbers back up.

7. East Lyme POCD

Mr. Kargl noted that there is a letter listed in the correspondence log from Mr. Goeschel regarding any comments they might have should be passed along in the near future – they will have a Public Hearing on November 10, 2020. He noted that there was a recommendation for the future on the consideration of a moratorium.

Ms. Russell said that she sees it as a tool in the chest in case of other events.

Mr. Mingo said that sewers are to regulate groundwater capacity.

8. Set Public Hearing Date for Water and Sewer Rates

Mr. Bragaw recommended that this be set just prior to their next Regular Meeting – October 22, 2020 at 6:30 PM. He added that there would be no additional meetings on this – the 2% increase for water that was discussed in the spring remains the same however the 2% sewer increase he suggested that they increase it to 3% due to the prisons.

Ms. Russell asked about a special meeting to set the rates –

Mr. Bragaw said that sometimes they do set the budget in the spring and then work from that. They can present the 2% for water and 3% for sewer and discuss it on October 22, 2020.

9. Water Project Updates

▪ Meter Replacement Project

Mr. Kargl said that there was nothing new to report here with respect to moving it forward.

Mr. DiGiovanna asked about Covid and how that would affect this with going in to the homes.

Mr. Kargl said that he thinks that they will have to be cognizant of it.

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

Mr. North said that they are working the final foundation work for the pad at 1A & 6. They will be installing some insertion valves at Industrial Park Road and they will have to go into some contingency dollars to do this.

Mr. Kargl said that they have \$278,000 in contingency so they should be okay – the item needed will bring it down to \$220,000 – so he feels comfortable with the insertion valves, etc.

Mr. Jacques asked what the other changes were if the valves were \$18,000 each.

Mr. Kargl said that it was for piping and connective piping – and replacement of valves that did not hold.

Mr. Jacques asked if the two (2) valves being installed will be beneficial in the future.

Mr. Kargl said yes, they will allow for shut-offs, etc.

Mr. Jacques asked who is doing the install on them.

Mr. Kargl said that Farrelly Co. will come in and do them.

Mr. Jacques suggested have contingency in case the pipe breaks.

▪ **Test Wells for Replacement of Well 5**

Mr. Kargl said that SB Church completed the work and estimated that they could get 550,000 from the replacement well. They will have to draft the project in order to be able to move forward. The cost would probably be around \$500,000 for this project.

10. Correspondence Log

There were no comments.

11. Chairman's Report

Mr. Nickerson reported that they are going to referendum on the PS Building – the vote would be held at the Community Center from 8AM to 8PM – it cannot be done by mail. There will also be curbside voting for those who do not want to get out of their cars. He asked that everyone please come out and vote on this on October 1, 2020

He said that they would use \$1.2M of FEMA dollars to pay down some of the debt to lessen the burden on the taxpayers; \$985,000 will be added to the project.

He said that he is the Chair of SECOG and that they are concerned that the numbers are popping back up on Covid. He noted that zero prisoners got Covid. Also; hats off to Joe Bragaw and Brad Kargl for keeping the workforce safe.

Ms. Russell said that she had read in the Day that Yale was working with Norwich and New London testing sewer wastewater for Covid –she asked if there has been any feedback.

Mr. Nickerson said that it is the first that he has heard of this – but he would ask.

Mr. DiGiovanna asked if the Old Lyme beach community has started work for their tie-ins.

Mr. Kargl said that they have been shown plans on the tie-in.

Mr. DiGiovanna asked if he had any idea on when they wanted to start this work.

Mr. Kargl said it would be sometime next year.

Mr. Nickerson noted that the Tri-town Sewer Agreement Engineering Estimates item listed under Executive session did not belong there so he would discuss it here as Attorney Hollister is present for this item. He reported that there are probably 10 points of interest that will be re-written and agreed upon and changed. They will meet in October and negotiate further. They are also discussing extending the contract beyond the 12/31/2020 end due to Covid issues. He said that there is a general sense of fairness on the part of all three (3) of the Towns. They are seeking to find a formula that works for all of them and all the ratepayers in fairness.

12. Staff Updates

a. Water Department Monthly Report

There were no comments.

b. Sewer Department Monthly Report

There were no comments.

13. Executive Session – Personnel Matters

****MOTION (4)**

Mr. DiGiovanna moved to enter Executive Session at 7:56 PM for the purpose of discussion on Personnel Matters inviting Mr. Bragaw to join them.

Mr. Jacques seconded the motion.

Vote: 9 – 0 – 0. Motion passed.

****MOTION (5)**

Mr. Mingo moved to exit Executive Session and return to Regular Session with no action taken at 8:11 PM.

Mr. Murphy seconded the motion.

Vote: 9 – 0 - 0. Motion passed.

14. Future Agenda Items

Mr. Mingo requested that they add – Investigate new Well Locations to a future agenda.

Mr. Nickerson said that staff is tied up with other projects now.

Mr. Bragaw suggested they hold off adding to the agenda until the November meeting.

14A. – Discussion & possible action for Adjusting the Salary of the Assistant Utility Engineer

****MOTION (6)**

Mr. DiGiovanna moved to increase the Assistant Utility Engineer's salary by 5% effective Monday, September 28, 2020.

Mr. Zoller seconded the motion.

Vote: 9 – 0 - 0. Motion passed.

15. ADJOURNMENT

Mr. Nickerson called for a motion to adjourn.

****MOTION (7)**

Mr. DiGiovanna moved to adjourn this Zoom Regular Meeting of the East Lyme Water & Sewer Commission at 8:26 PM.

Mr. Bond seconded the motion.

Vote: 9 – 0 – 0. Motion passed.

Respectfully submitted,

Karen Zmitruk,
Recording Secretary