

**EAST LYME WATER & SEWER COMMISSION
REGULAR MEETING
TUESDAY, OCTOBER 27th, 2020
MINUTES**

The East Lyme Water & Sewer Commission held a Regular Meeting on Tuesday, October 27, 2020 via Zoom Meetings. Chairman Nickerson called the Regular Meeting to order at 6:56 PM immediately following the previously scheduled Public Hearings.

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

ALSO PRESENT: Joe Bragaw, Public Works Director
Brad Kargl, Municipal Utility Engineer
Ben North, Asst. Municipal Utility Engineer
Anna Johnson, Finance Director

ABSENT: No One

1. Call to Order / Pledge of Allegiance

Chairman Nickerson called the Regular Meeting of the East Lyme Water & Sewer Commission to order at 6:56 PM immediately following the previously scheduled Public Hearings. The Pledge was previously observed.

(Note: Mr. Mingo joined the meeting at 6:55 PM)

2. Approval of Minutes

▪ **Regular Meeting Minutes – September 22, 2020**

Mr. Nickerson called for a motion or any discussion to the Regular Meeting Minutes of September 22, 2020.

Mr. Zoller asked that on Page 3 under Test Wells...Well 5 that the 550,000 be changed to read 550gpm. He also asked that on Page 2 that the October 22 be changed to read October 27 where it appears.

****MOTION (1)**

Mr. DiGiovanna moved to approve the Regular Meeting Minutes of September 22, 2020 as amended.

Ms. Russell seconded the motion.

Vote: 9 – 0 – 0. Motion passed.

Abstained: Mr. Nickerson

FILED

Nov 3 2020 AT 10:00 AM/PM
K. Cantalupo
EAST LYME TOWN CLERK

3. Delegations

Mr. Nickerson called for delegations.

There were none.

4. Consider Adoption of Proposed Sewer Rates

It was noted that the sewer rates were increased by 3% across the board.

****MOTION (2)**

Mr. Murphy moved to adopt the Sewer Rates as proposed,

Mr. DiGiovanna seconded the motion.

Vote: 9 – 0 – 0. Motion passed.

5. Consider Adoption of Proposed Water Rates

It was noted that the water rates were increased by 2% across the board.

****MOTION (3)**

Mr. Murphy moved to adopt the Water Rates as proposed,

Mr. DiGiovanna seconded the motion.

Mr. Bragaw noted that the private hydrant fees increased from \$215 to \$225. They also increased the fee from \$2500 to \$3000 to lock the water service prior to the meter going in.

Vote: 9 – 0 – 0. Motion passed.

6. Approval of Bills

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

****MOTION (4)**

Mr. DiGiovanna moved to approve the following Well 1A/6 Treatment Project bills: Tighe & Bond Inv. #092090009 in the amount of \$28,208.58; and Tighe & Bond Inv. #102090017 in the amount of \$40,487.61.

Mr. Zoller seconded the motion.

Vote: 9 – 0 – 0. Motion passed.

****MOTION (5)**

Mr. DiGiovanna moved to approve the following Well 1A/6 Treatment Project bill: RH White, Inv. Appl. #06 in the amount of \$109,281.37.

Mr. Zoller seconded the motion.

Vote: 8 – 0 – 1. Motion passed.

Abstained: Mr. Bond

7. Finance Director Report

Ms. Johnson reviewed her report noting that there are still issues with the meter on the water side for the prisons and that until it gets resolved they will not be getting that income. Also, the Sewer assessment balance keeps growing. The billing for November has gone out so they should be receiving those funds shortly.

Ms. Russell asked about the meter at the prison.

Mr. Kargl said that they are large meters owned by the DOC and they have been approved for an upgrade. The change out is in process.

Ms. Johnson added that the monthly bills have been low at 12-15,000 and they were not billed in September.

Mr. Bragaw said that they are working with the DOC staff and trying to get this taken care of.

8. Request for Transfer from Sewer Assessment to Sewer Operations for Cash Flow reasons – Discussion and Possible Action

Mr. Bragaw said that it is the two times per year billing that puts them in this situation. He noted that they have been given a motion and added that the New London bill was due for October 24 so he has paid it.

****MOTION (6)**

Mr. Zoller moved to approve the transfer of \$200,000 from Sewer Assessment Fund 3 to Sewer Operations Fund 6 to cover October and November Sewer operating expenditures. Sewer Operations will return the funds to Sewer Assessment before the end of the 2020 calendar year.

Ms. Russell seconded the motion.

Mr. Jacques asked about the \$349,000 noting that Mr. Bragaw had said that it was higher than expected.

Mr. Bragaw said that the billing from New London is always a mystery and that they are trying to work this out in the new agreement.

Ms. Russell asked how often they are billed.

Mr. Bragaw said that it is two times per year and that they are trying to work towards having it be on quarterly billing for the three towns. They are also trying to make it easier to figure out.

Vote: 9 – 0 – 0. Motion passed,

9. Update on Year to Date Water & Sewer Operating Budgets

Mr. Bragaw said that the sewer side is going to be about \$90,000 more than what they budgeted for however they have higher than what is needed for benefit numbers. There were two storms in August that they had to deal with. He noted that Mr. North will provide some ideas on how to offset this by moving some of the operating expenses to sewer assessment.

Mr. Bragaw said that they did not have as many issues with storms on the water side however they do have issues with wells and the age of them. He noted that the Well 1A payment would not happen until August which is not in this budget. They have around \$300,000 for that and the meter payment so it could be used for Boston Post Road tank cleaning/painting. They expect that could cost in the \$250,000-\$300,000 range and they could go out to bid for it and plan on doing the painting in the spring.

Mr. DiGiovanna asked Mr. Kargl how old the tank is.

Mr. Kargl said that he was not sure.

Mr. Bragaw said that \$30,000 would be for the interior cleaning of the tank and then they would find out how much it would cost for the outside.

Mr. Mingo said that the paint should last 25 years.

10. Appropriation of Sewer Assessment Funds for Upgrades at the Route 156 Sewer Pump Station – Discussion and Possible Action

Mr. North presented this noting that he would like to replace the check valves at this station. There are two pumps in a 5-6' radius. The insertion valve installation has been done – they need \$17,500 for the valve project, plus what the insertion installation has already cost. He said that this is something that would need to be done every 30 years and that it is now time for it to be done. He suggested that they allow for up to \$33,000 to be moved from Sewer Assessment Fund 3 to operating to afford this project.

****MOTION (7)**

Mr. Murphy moved to transfer up to \$33,000 from Sewer Assessment Fund 3 to a line item to be created entitled 'Improvements to Route 156 Pump Station' for the insertion and check valve replacement.

Mr. DiGiovanna seconded the motion.

Vote: 9 – 0 – 0. Motion passed.

11. Request for Payment Arrangement for 256 Flanders Rd

Mr. Bragaw said that the owners were told to come and speak with staff however they have not shown up. They owe \$33,000 which is well beyond any payment arrangement they would make.

Mr. Mingo said to shut the water off.

Mr. Jacques asked how you would handle something like this.

Mr. Bragaw said that they would lien the property. He added that they would not sign off on any payment arrangement without the commission approving it.

12. East Lyme POCD Update

Mr. Kargl noted that he had made changes that had been suggested and that he had reviewed the mapping with Mr. Goeschel.

Mr. Mingo said that he has a problem with putting the well locations on any map as there are too many crackpots out there and that this would be a serious security breach.

Ms. Russell asked if they could only put this map out at the State level.

Mr. Nickerson said that this is a public report and anyone, anywhere can access it.

Mr. Kargl suggested that they put a large circle noting that water supplies fall within those generalized areas.

Mr. Nickerson said that they should not label or identify the wells but rather use generic circles. He added that Mr. Mingo's point is well made.

Mr. Murphy asked if the water meter report dated 2018 should be updated.

Mr. Kargl said that he would suggest to Mr. Goeschel to update the meter map as it may be a bit outdated.

Mr. Mingo asked why it is necessary in the first place.

Mr. Kargl said that it identifies resources and infrastructure for the future. If it is an issue he said that he would ask about taking it out. He said that they would remove the meter map and put a title on the sewer map.

Mr. Mingo said that while open space is great it comes off the tax rolls and there is not much of anything left in this Town.

13. Water Project Updates

▪ Meter Replacement Project

Mr. Kargl said that they are still inching along on this. They had Attorney Zamarka take a further look with licensing and the statutes to no avail and they are also working with Mr. Formica and the Governor's Office trying to work on a short terms resolution to this. They are requesting that DECD allow us to move forward with a licensed plumber on staff hired by the contractor to supervise the process.

▪ Well 1A and 6 Treatment Plan Modifications and Upgrades

Mr. North reported that they did work in the Well 1A area and were able to keep school in session. They are working with the State on modifications to run Well 6 thru Well 1 giving them the flexibility to run wither well. The project is moving along well.

▪ Replacement of Well 5

Mr. Kargl reported that they are formulating a budget on this. The current will is down to 125gpm and a new well has the potential of 550gpm. They would use a submersible pump system. He said that they are talking about it coming in at around \$604,000 so he will be putting together a capital project plan.

Mr. Mingo asked if this could be bonded.

Mr. Kargl said yes.

14. Correspondence Log

There were no comments.

15. Chairman's Report

Mr. Nickerson said that he did not have anything to report.

16. Staff Updates

a. Water Department Monthly Report

Mr. Murphy asked if they are still taking water from New London.

Mr. Kargl said yes adding that Well 1A and Well 6 are off-line due to the project which will last another couple of months. They took 5M last month.

Mr. Bragaw said that they would probably take 24M-25M by the time they are back on-line.

Mr. Kargl said that they are at 14.9M now and that they probably would not start sending water over until January.

Ms. Russell asked about the musty smell and taste of the water.

Mr. Kargl said that it is not a town-wide issue – it is primarily in the GNH and BPBC areas. He added that they did an aggressive flushing of mains and this higher flushing has moved the old iron and manganese deposits from the old cast iron pipes and mixed it in with chlorine. He said that it does not point to any public health threat.

Mr. Bond suggested to Mr. Bragaw that they up the fees for tie-ins and lock curb boxes as no one should be touching our equipment without permission from us as they belong to the Water dept.

Mr. Bragaw said that they are trying to protect our interests as it is stealing water that is not being paid for.

Mr. Bond suggested a \$250 fine if it is operated without permission.

Mr. Bragaw said that he would look into that.

b. Sewer Department Monthly Report

Mr. Murphy asked about the Tri-Town agreement.

Mr. Nickerson said that the last meeting was cancelled. The top people (utility directors) in each Town have been meeting and working out points. There is no report at this time.

Ms. Russell asked if there was any discussion on extending the time frame on the agreement due to Covid.

Mr. Nickerson said that would have to be brought back before each of the three Towns' however they will extend it for six months but do not think that it will take that long.

Mr. Mingo noted that while those meetings are not public that any emails that they send are public.

17. Future Agenda Items

No discussion.

18. ADJOURNMENT

Mr. Nickerson called for a motion to adjourn.

****MOTION (8)**

Mr. Mingo moved to adjourn this Regular Meeting of the East Lyme Water & Sewer Commission at 8:30 PM.

Mr. Bond seconded the motion.

Vote: 9 – 0 – 0. Motion passed.

Respectfully submitted,

Karen Zmitruk,
Recording Secretary

**TOWN OF EAST LYME
WATER AND SEWER COMMISSION
NOTICE OF PROPOSED SEWER RATES**

NOTICE IS HEREBY GIVEN of a public hearing to be held by the East Lyme Water and Sewer Commission on Tuesday October 27, 2020 to consider proposed revisions to the rates and charges for connection to and the use of the East Lyme Sewerage System. This hearing will occur on **Zoom** starting at 6:45 pm. To get the link for the Zoom meeting, please go to the Town website under Government – Water & Sewer Commission – agendas.

The proposed sewer rates and charges are as follows;

SCHEDULE I – RATES FOR USAGE based on meter readings at six month intervals.

	<u>Rate</u>
Up to 2,500,000 gallons per six-month period	\$8.35/1,000 gallons
2,500,000 gallons and over per six-month period	\$9.07/1,000 gallons
Unmetered, per six-month period	\$219.60

SCHEDULE II – MISCELLANEOUS SEWER CHARGES

Application for Connection Permit	
Class 'A'- Residential	\$110.00
Class 'B'- Multi Family and Commercial	\$220.00
Class 'C'- Industrial	\$550.00
Demolition/Disconnect-Any Class	\$60.00
Sale of Stocked Material	Cost, incl. shipping, plus 12% admin fee
Inspection Services	
During Normal Working Hours	\$85.00/hour
After Normal Working Hours	\$130.00/hour

These proposed rates and charges would become effective on November 1, 2020 if approved. Rates for usage shall be payable at six-month intervals. All other rates shall be payable at the time services are rendered.

The owners of properties against which the proposed rates and charges are to be levied and other interested persons are invited to attend and be heard.

Dated at East Lyme, Connecticut on this 14th day of October 2020

EAST LYME WATER AND SEWER COMMISSION

Mark Nickerson, W&S Commission Chair

W&S Attachment 10/27/20 3 pp.

**TOWN OF EAST LYME
WATER AND SEWER COMMISSION
NOTICE OF PROPOSED WATER RATES**

NOTICE IS HEREBY GIVEN of a public hearing to be held by the East Lyme Water and Sewer Commission on Tuesday October 27, 2020 to consider proposed revisions to the rates and charges for connection to and the use of the East Lyme Water System. This hearing will occur on **Zoom** immediately following the Sewer hearing which is scheduled for 6:45 pm. To get the link for the Zoom meeting, please go to the Town website under Government – Water & Sewer Commission – agendas.

The proposed water rates and charges are as follows:

SCHEDULE I – RATES FOR USAGE based on meter readings at six-month intervals.

	<u>Rate</u>
<u>Minimum charge</u> per six-month period, for usage up to a maximum of 3,500 gallons per six-month period	65.41
<u>3,501 gallons</u> , to 40,000 gallons per six-month period	\$4.82/1,000 gallons
<u>3,501 gallons</u> , to 675,000 gallons per six-month period	\$5.32/1,000 gallons
<u>3,501 gallons</u> to 2,500,000 gallons per six-month period	\$5.81/1,000 gallons
<u>3,501 gallons</u> to over 2,500,000 gallons per six-month period	\$7.00/1,000 gallons

SCHEDULE II – MISCELLANEOUS WATER CHARGES

State Assessment Fee from CT DPH divided up equally over the year (\$1 per six-month bill)	\$2.00/customer/year
Meter Service/Maintenance Fee divided up equally over the year (\$12.50 per six-month bill)	\$25.00/customer/year
Application for Connection Permit	
Class 'A'- Residential	\$110.00
Class 'B'- Multi Family and Commercial	\$220.00
Class 'C'- Industrial	\$550.00
Demolition/Disconnect-Any Class	\$60.00
 ANNUAL PRIVATE HYDRANT CHARGE	 \$225.00
 ANNUAL FIRE SPRINKLER CHARGE	 \$225.00
 SALE OF WATER DEPT. STOCKED MATERIALS	 Cost, incl. shipping, plus 12% admin. fee

METER CHARGES (FLAT RATE)

Frozen Meter Repair (normal working hours)	\$115.00
Frozen Meter Repair (after normal working hours)	\$175.00
Install/Disconnect Meter (normal working hours)	\$115.00
Install/Disconnect Meter (after normal working hours)	\$175.00
All Meter Tests	\$100.00

INSPECTION SERVICES

During Normal Working Hours	\$85.00/hour
After Normal Working Hours	\$130.00/hour

TURN ON/SHUT OFF (FLAT RATE)

During Normal Dept. Working Hours (includes turn on & off and Charged at the time of the turn on)	\$85.00
After Normal Dept. Working Hours	\$130.00

CONNECTION CHARGES

All services	\$3,000.00 min (actual cost)
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The owners of properties against which the proposed rates and charges are to be levied and other interested persons are invited to attend and be heard.

Dated at East Lyme, Connecticut on this 14th day of October, 2020

EAST LYME WATER AND SEWER COMMISSION

Mark Nickerson, W&S Commission Chair