

**EAST LYME WATER & SEWER COMMISSION  
REGULAR MEETING  
Tuesday, MARCH 23rd, 2010  
MINUTES**

The East Lyme Water & Sewer Commission held a Regular Meeting on Tuesday, March 23, 2010 at the East Lyme Town Hall, 108 Pennsylvania Avenue, Niantic CT. Chairman Formica called the Regular Meeting to order at 7:05 PM.

PRESENT: Paul Formica, Chairman, Steve DiGiovanna, Roger Spencer, Dave Murphy, Joe Mingo, Carol Russell

ALSO PRESENT: Attorney Mark Zamarka, Town Counsel  
Brad Kargl, Municipal Utility Engineer  
Michael Giannattasio, Director of Public Works  
Don Iannicelli, Geo-Insight  
Chris Clark, Mohegan Tribe

ABSENT: Dave Bond, Dave Zoller

**1. Call to Order**

Chairman Formica called the Regular Meeting of the East Lyme Water & Sewer Commission to order at 7:05 PM and led the assembly in the Pledge of Allegiance.

**2. Approval of Minutes**

◇ **Public Hearing Minutes – February 23, 2010**

Mr. Formica called for a motion or any discussion or corrections to the Public Hearing Minutes of February 23, 2010.

**\*\*MOTION (1)**

**Mr. DiGiovanna moved to approve the Public Hearing Minutes of February 23, 2010 as presented.**

**Mr. Mingo seconded the motion.**

**Vote: 5 – 0 – 0. Motion passed.**

◇ **Regular Meeting Minutes – February 23, 2010**

Mr. Formica called for a motion or any discussion or corrections to the Regular Meeting Minutes of February 23, 2010.

**\*\*MOTION (2)**

**Mr. DiGiovanna moved to approve the Regular Meeting Minutes of February 23, 2010 as presented.**

**Mr. Mingo seconded the motion.**

**Vote: 5 – 0 – 0. Motion passed.**

**3. Delegations**

Mr. Formica called for anyone who wished to speak under Delegations. There were no delegations.

**4. Approval of Bills – from Attachment A**

Mr. Formica called for a motion on the Darrow Pond bill.

**\*\*MOTION (3)**

**Mr. DiGiovanna moved to approve payment of the following Darrow Pond bill: ALTA Environmental Corp – Invoice #5911 in the amount of \$490.23.**

**Ms. Russell seconded the motion.**

**Vote: 5 – 0 – 0. Motion passed.**

Mr. Formica called for a motion on the Regional Interconnection bills.

**\*\*MOTION (4)**

**Mr. DiGiovanna moved to approve payment of the following Regional Interconnection bills: Geolnsight, Inc. – Invoice #22032 in the amount of \$3500.00; Geolnsight, Inc. – Invoice #22087 in the amount of \$8,013.60 and Waller, Smith & Palmer PC in the amount of \$540.00.**

**Ms. Russell seconded the motion.**

**Vote: 5 – 0 – 0. Motion passed.**

Mr. Formica called for a motion on the Chlorination – Treatment Upgrades bills.

**\*\*MOTION (5)**

**Mr. DiGiovanna moved to approve payment of the following Chlorination – Treatment Upgrades bills: Maguire Group - Invoice #16 in the amount of \$4750; C.H. Nickerson & Co., Inc. – Payment Appl. #2 in the amount of \$23,061.25 and UD Bank – Invoice No. 2553386 in the amount of 500.**

**Mr. Mingo seconded the motion.**

**Vote: 5 – 0 – 0. Motion passed.**

(Note: Mr. Murphy joined the meeting at this time)

Mr. Formica called for a motion on the following Chlorination – Treatment Upgrades bill.

**\*\*MOTION (6)**

**Mr. DiGiovanna moved to approve payment of the following Chlorination – Treatment Upgrades bill: Robinson & Cole PC – Invoice #47712722 in the amount of \$9,789.94.**

**Mr. Murphy seconded the motion for the purpose of discussion.**

Mr. Mingo said that he would like to see a detailed billing for this \$10,000 rather than just a letter stating that it was above the range that had been noted to them by one of their staff.

Mr. Giannattasio said that this issue has been noted with the Finance Department as the deal with bond counsel.

Mr. Mingo said that when they have to send an apology letter because the billing is so high that there needs to be a detailed listing sent along with it breaking down the hours spent and what they were spent on.

Mr. DiGiovanna asked if this is typical billing for this type of work.

Mr. Kargl said that he asked Ms. Johnson and that she had indicated that it seems that it has been typical for this type of work with this company. He said that he would request detailed billing on this.

**Mr. DiGiovanna rescinded his MOTION (6).**

**Mr. Murphy rescinded his second of MOTION (6).**

Mr. Formica called for a motion on the Replacement Well 3B bill.

**\*\*MOTION (7)**

**Mr. DiGiovanna moved to approve payment of the following Replacement Well 3B bill: Maguire Group - Invoice #17 in the amount of \$3,250.00.**

**Ms. Russell seconded the motion.**

**Vote: 6 – 0 – 0. Motion passed.**

## **5. Water Supply Improvement Project Updates**

*East Lyme Water & Sewer Commission Regular Meeting Minutes – March 23, 2010*

Mr. Kargl said that he had provided them with a project update listing in their packets.

- **Regional Interconnection**

Mr. Formica said that GeoInsight prepared further presentation materials for a meeting that was held with the Military Department on February 2, 2010 and that a meeting was also held at Norwich Public Utilities to discuss the Regional Emergency Response Plan. They are having some positive meetings on this.

Mr. Kargl noted that the proposal to complete the hydraulic model by Maguire Group is still under review by staff. GeoInsight is working on the blending study and identifying areas of concern and developing operational strategies to minimize the effects of mixing the two water supplies. Also, a FY2011 Federal Appropriations request for \$9.5M was submitted to Congressman Courtney for the regional project.

- **System-wide Chlorine Disinfection**

Mr. Kargl reported that C.H. Nickerson started construction the week of February 22, 2010 and the construction sign was placed on the front lawn at Town Hall. With the adds and drops the contract price will increase by around \$3,300 and change order documentation will be coming for approval.

Discussion followed regarding providing the public with more information on this project. It was decided that information would be presented during the summer time frame.

Mr. Mingo asked when they would see chlorine in the system.

Mr. Kargl said that it is contingent on Well 3B operating for the July 4th weekend so it is expected that it will begin during the summer and be on-going from there.

Mr. Russell asked about the line flushing project prior to the chlorination.

Mr. Kargl said that he would expect it to be done in the fall and that once it is done, it would be followed with the disinfected water.

- **Replacement Well 3B – General Construction Work Proposals**

Mr. Kargl reported that this should be on-line for the Fourth of July weekend as the plan is to meet the 2010 peak demands. He asked that the Commission authorize the Chairman to execute a contract once a qualified bidder is found for the general construction work of replacement Well 3B. There is enough money left to be able to complete the project. He added that a \$1M project budget for well replacement has proven to be accurate.

**\*\*MOTION (8)**

**Mr. Murphy moved to authorize the Chairman to execute a contract with a pre-qualified bidder that has the best proposal considering cost, responsiveness and schedule in an amount of up to \$454,000 based on the engineer's estimate for the General Construction Work of Replacement Well 3B.**

**Mr. DiGiovanna seconded the motion.**

**Vote: 6 – 0 – 0. Motion passed.**

## **6. Draft Water & Sewer Budgets – FY2010 – Schedule Special Meeting Workshop**

Mr. Giannattasio said that they are looking to schedule a special workshop meeting to review the budgets. He suggested April 8, 12, or 15 as possible dates and asked that they start the meeting as early as possible.

Ms. Russell indicated that she was not available for the week of April 11, 2010 for any meetings and asked that they schedule it at a time that she would be able to attend.

The consensus of the Commission was to hold the special meeting workshop for budget review on Thursday, April 8, 2010 commencing at 5:30 PM.

## **7. CTWARN – Water/Wastewater Agency Response Network**

Mr. Kargl said that he attended a meeting on this and that it is a communities helping communities in emergency situations network. He said that he liked the level of comfort that this would afford and would like to investigate it further. He provided information on it in the packets.

Mr. Mingo suggested that Mr. Formica bring this up at the COG for regional involvement. Chris Clark of the Mohegan Tribe said that this is more of a sharing of resources and manpower whereas the Emergency Response is more of sharing water. He noted that CTWARD is some two to three years in the making.

Mr. Formica asked that they review the information that was provided in their packets and that they discuss this further at the next meeting of the Commission.

#### **8. Spinnaker Maintenance Agreement Renewal – FY2011**

Mr. Giannattasio said that this fiscal year that they have a maintenance agreement with the Spinnaker Association that fully reimburses for their time and service of the station. He said that Spinnaker recently contacted them and asked them to put the FY2011 agreement together as they have been quite happy with the service under the current contract. He said that he would update the labor rates and move forward with this could bring it back to them or they could authorize the Chair to sign it once it is ready.

#### **\*\*MOTION (9)**

**Mr. Mingo moved to authorize the Chairman to sign the Spinnaker 2011 Maintenance Agreement once completed.**

**Mr. DiGiovanna seconded the motion.**

**Vote: 6 – 0 – 0. Motion passed.**

Mr. Mingo asked if they should do the same for Point O' Woods.

Mr. Giannattasio said that they have been asked to submit a bid on that but they have to look closely at the RFP.

#### **9. Communications**

◇ **See Correspondence Log**

There was no discussion.

#### **10. Chairman's Report**

Mr. Formica reported that most of his efforts have been with the regional contract and that they would be discussing that in Executive Session.

#### **11. Staff Updates**

##### **a. Water Department Monthly Report**

Mr. Kargl noted that there was a reduction in usage.

##### **b. Sewer Department Monthly Report**

Mr. Kargl noted that there was also a reduction in usage here.

##### **c. Saunder's Point Sewer Extension**

Mr. Kargl noted that the DEP is reviewing the scope of work on this.

##### **d. Tri-town Wastewater Capacity Study**

Mr. Kargl said that this is a joint effort between East Lyme, Waterford & New London. They are waiting for DEP approval to be eligible for grant funding.

**e. Crossley Court Sewer Extension**

Mr. Kargl reported that they are close to going out to bid on this.

Mr. Murphy asked for a final report on the O & M building.

Mr. Giannattasio said that he has asked the insurance company for it and that he is still waiting on it from them.

**12. Executive Session – Draft Inter-municipal Water Supply Agreement**

Mr. Formica called for a motion.

**\*\*MOTION (10)**

**Mr. Murphy moved to enter into Executive Session at 8 PM to discuss the Draft Inter-municipal Water Supply Agreement inviting Mr. Kargl, Mr. Giannattasio, Attorney Zamarka, Mr. Iannicelli and Mr. Clark to join them.**

**Mr. Spencer seconded the motion.**

**Vote: 6 – 0 – 0. Motion passed.**

**\*\*MOTION (11)**

**Mr. Mingo moved to return to Regular Session at 9:03 PM with no action taken in Executive Session.**

**Mr. DiGiovanna seconded the motion.**

**Vote: 6 – 0 – 0. Motion passed.**

**13. New Business – Schedule Special Meeting – Inter-municipal Water Supply Agreement**

Ms. Russell indicated that she was not available for the week of April 11, 2010 for a special meeting and asked if they could schedule it at a time that she could attend.

The consensus of the Commission was to schedule the special meeting on the Inter-municipal Water Supply Agreement on April 8, 2010 commencing at 5:30 PM and to include it with the special budget workshop meeting.

**14. ADJOURNMENT**

Mr. Formica called for a motion to adjourn.

**\*\*MOTION (12)**

**Mr. DiGiovanna moved to adjourn the March 23, 2010 Regular Meeting of the East Lyme Water & Sewer Commission at 9:06 PM.**

**Mr. Murphy seconded the motion.**

**Vote: 6 – 0 – 0. Motion passed.**

Respectfully submitted,

Karen Zmitruk,  
Recording Secretary