

**Town of Marlborough  
Board of Selectmen Regular Meeting  
Marlborough Town Hall  
June 8, 2004  
10:00 a.m.**

**1. CALL TO ORDER**

Nancy Bader called the meeting to order at 10:10 a.m. in the meeting room of Marlborough Town Hall. Nancy Bader, Sharon Reiner and Bill Black were present and seated.

**2. RECOGNITION OF GUESTS**

Christopher Wester from Weston & Sampson Engineering, Inc. was also in attendance.

**3. PUBLIC COMMENTS**

There were no public comments.

**4. ACCEPTANCE OF MINUTES**

**Motion by Sharon Reiner to accept the minutes of the June 1, 2004 meeting with the following changes: 1) page 5, section 8.b, "Sgt. Astroski" should be spelled "Sgt. Ostroski" and 2) page 5, section 8.c, the last sentence in the last paragraph, "in 20 years" should be deleted and substituted with "over the next 20 years". The motion was seconded by Bill Black and it was carried by a unanimous vote.**

**5. REVIEW OF CORRESPONDENCE**

5.1 Darcy Laitinen

Darcy Laitinen has resigned from the Public Building Commission.

5.2 State of Connecticut Department of Environmental Protection

The Urban Forestry Coordinator, Chris Donnelly, has advised Nancy Bader that the town did not receive funding under the 2004 America the Beautiful grant program. Sharon Reiner noted that the landscaping for the West Rd. soccer field (Memorial Field) will nonetheless proceed at the appropriate time.

5.3 Connecticut Conference of Municipalities (CCM)

CCM has issued the FOIC – Post – Rejection of Declaratory Ruling #94, retention of e-mail and voice mail public records administrator guidelines.

5.4 Marlborough Republican Town Committee

The MRTC has endorsed the following candidates to fill various boards and commissions: Tameron Kugler for the Parks & Recreation Commission, Steve Oborski for the Zoning Board of Appeals and Darren Cooke for the Public Building Commission.

5.5 Liberty Bank Community Diversity Award

Liberty Bank has forwarded the nomination form for the above award. Sharon Reiner suggested that the form be scanned onto the town's web site so that residents can nominate individuals if they wish.

#### 5.6 Vespa Construction Company

For the record, Bill Black noted a letter from Vespa Construction Company dated May 19, 2004 re the grand list for 2003/2004.

### **6. PRESENTATION/DISCUSSION OF SEWER**

Mr. Christopher Wester of Weston & Sampson gave a presentation on the town sewer project. He started with a brief overview of the company, its staff and offices. Weston & Sampson has offices throughout New England and Mr. Wester stated that 99% of all the work for Marlborough's project will be done out of the Glastonbury office. Mr. Wester gave an overview of gravity and low-pressure sewer systems. He stated that a vacuum system was explored initially but found to be inappropriate for Marlborough's project. Mr. Wester explained that Marlborough's project will be a combination of gravity and low-pressure systems, probably somewhere around 50%-60% low pressure with the remainder gravity. The gravity system is the most common, has the highest capital base and the lowest operating and maintenance (O&M) costs. The low-pressure system is common in lakefront and shoreline areas. It has a lower capital cost and higher O&M costs because each house has its own electric pump. He stated that there are different types of low-pressure systems. He explained that, in the event of a power outage in town, users with a gravity system won't have a problem. Their system will still function normally. However, users with a low-pressure system will lose their sanitary sewer service if the household has no back-up power source. Mr. Wester stated that his company is planning on holding public information hearings to educate homeowners about the specifics of the project. Mr. Wester also explained how the grinder pumps work. He stated that his firm's technical approach to the project is to maximize gravity sewers, minimize the number of pumping stations, optimize the project cost and minimize the residential impacts and risks.

Mr. Wester then walked through "Collection System Alternative 1" and "Collection System Alternative 2", two options for the project. Alternative 1 included a gravity system in the center of town and around the commons and a low-pressure system surrounding the lake, the Rt. 66 corridor, Roberts Rd. and Hickory Rd. This option includes one pumping station located on Hickory Rd. The cost analysis demonstrated various options with grinder pump usage, with one grinder pump per household, dual-shared grinder pumps and 6-way shared grinder pumps. Individual grinder pumps (each one per household) is the recommended option. The project's approximate total cost is \$12MN in today's dollars, or \$14MN-\$15MN by the time the system is completed, due to higher costs and inflation. Alternative 2 includes a gravity system in the center of town, the commons and the western side of the lake area. The low-pressure system would cover the rest of the lake area, Roberts Rd. and Hickory Rd. The cost is the same, i.e. \$14MN-\$15MN. Mr. Wester stated that, at this stage in the project, the contingency amount should be around 20%-25% because the town is still in the study phase of the project. The current contingency amount is closer to 10%. Mr. Wester then explained some of the project cost strategies or ways to control costs of the project. These include: 1) alternative bidding or delaying some parts of the projects (certain streets) until a future date; 2) the town could pre-purchase the grinder pumps and have them installed by a contractor and 3) minimizing paving and rock excavation.

There was a brief discussion about fiber optics and whether it makes sense for the town to look at putting in fiber optics along with the sewer system given that the streets are being dug up anyway.

Mr. Wester then went through the East Hampton impacts. He explained that the sewage from Marlborough's project will be transported to East Hampton for treatment. There will be a force main from Marlborough up Rte. 66 to East Hampton. The town of East Hampton wants to put sewers into a portion of Rte. 66 in their town and wants to piggyback onto Marlborough's project. There have been three inter-municipal agreements drafted between Marlborough and East Hampton that are currently being reviewed and revised: 1) a flows and treatment agreement, 2) a service agreement and 3) a design and construction agreement. Mr. Wester stated that this will not impact the design or the construction of the project as long as the funding for the East Hampton portion becomes available to put into Marlborough's project.

There was a brief discussion about joint facilities issues, given that Marlborough's waste will be going to East Hampton's wastewater treatment plant. East Hampton's wastewater plant may require nitrogen reduction upgrades as well as odor control upgrades. All the towns that use East Hampton's plant will be impacted by these issues and will have to fund these upgrades.

Mr. Wester then explained system O&M (operating and maintenance). He explained that East Hampton runs sewer systems and it makes sense for Marlborough to contract with them to run our system. Mr. Wester provides some statistics on the project. There will be 313 grinder pumps, up to three pumping stations (probably 2), 100,000 feet of piping and 15 air vacuum release valves. The O&M cost will be approx. \$65,000 per year.

Mr. Wester then went through the project schedule that was presented a couple months ago. The project schedule called for construction to begin in spring of 2005 but it is doubtful this will happen because of the delays. Mr. Wester explained that he is reliant on the state bonding commission for funding and the town won't go before the state bond commission until September (the commission doesn't meet in July or August). Construction is likely to begin in 2006.

There was a brief question/answer section. Mr. Wester stated that the size of the force main will be based on the pumping station that feeds it and that households tie into the pumping station, not the force main. Future expansion of the system for houses and the business park was discussed. Mr. Wester stated that some decisions will need to be made up front as far as expansion is concerned. He explained that there are problems with designing a pumping station that is too big or if users are not hooked up all at once. The main problem is odor.

There was a brief discussion about public relations for the project. Mr. Wester said that he plans to hold 3 or 4 big public meetings to present information to residents. The goal is to have the public educated on what to expect and not to expect throughout the project. Weston & Sampson will also help the town develop newspaper articles and updates on the project status. A project website will also be developed that will be linked to the town website so people can obtain updates this way as well. The largest component of public participation is during the construction phase when there are people on the ground dealing with people on a one on one basis. Mr. Wester said that his company has an excellent staff of people who are on the ground, doing the work, interacting with the public dealing with people's questions and issues.

**Motion by Bill Black to have a five minute recess at 11:15 a.m. The motion was seconded by Sharon Reiner and it was carried by a unanimous vote.**

Nancy Bader called the meeting back to order at 11:25 a.m.

**Motion by Bill Black to move to Item 9 – Other Business and to add three items to Other Business as follows: 1) transfer into the resident trooper account, 2) vacation carryover request and 3) closing Town Hall on June 11, 2004. The motion was seconded by Sharon Reiner and it was carried by a unanimous vote.**

## **9. OTHER BUSINESS**

### 9.1 Transfer for Resident State Trooper

Bill Black explained the request to transfer \$8,948.95 for the resident state trooper to reflect the change in salary structure from Trooper Sharland to Trooper Acosta. It was noted that this item may have an impact on the budget next year.

**Motion by Bill Black to approve the transfer of \$8,948.95 from the contingency account into the resident state trooper account. The motion was seconded by Sharon Reiner and it was carried by a unanimous vote.**

### 9.2 Vacation Carryover Request

**Motion by Bill Black to approve the vacation carryover request from Patrick Looney as per his memo dated June 7, 2004. The motion was seconded by Sharon Reiner and it was carried by a unanimous vote.**

### 9.3 Town Hall Closing – State Holiday

Nancy Bader advised that Governor Rowland has named Friday, June 11<sup>th</sup> a state holiday in honor of former president Ronald Reagan. State offices will be closed on June 11<sup>th</sup> and there was a discussion about whether Town Hall should be closed as well.

**Motion by Sharon Reiner to authorize Nancy Bader to make a decision on whether to close Town Hall on Friday, June 11<sup>th</sup> based on her discussions with area towns and the local school authorities. The motion was seconded by Bill Black and it was carried by a unanimous vote.**

## **7. DISCUSSION OF TLC, VI SCHWARZMANN**

Vi Schwarzmann, Director of the Senior Center and Social Services, described the Connecticut Neighborhood Assistance Act (NAA). The NAA enables a businessperson in Marlborough the ability to make a contribution to TLC as a non-profit organization and the businessperson receives a tax credit for their donation. Vi Schwarzmann explained that TLC (Tender Loving Care) has its main office in Lebanon. It is a for-profit home health care company. TLC is trying to reach the senior population that is isolated in their homes. Mrs. Schwarzmann stated that this is right in line with what she is trying to accomplish with the senior center. TLC provides a variety of activities for seniors. Mrs. Schwarzmann stated that TLC will provide meals for the seniors five days a week and will take over the monthly birthday party that the senior center does. Seniors are charged approx. \$1.50-\$2 per meal. There is no cost to the town for providing the meals. There is some paperwork that needs to be filed with the state for the TLC program. Mrs. Schwarzmann said that currently many seniors in town go to other senior centers for activities

and meals. She stated that the TLC program is totally separate from the outreach program. TLC will need to comply with the Neighborhood Assistance Act in order to provide the service to Marlborough. This will require a public hearing before July 1, 2004. Nancy Bader said that she understands the need to provide these services to the seniors, but she had two main concerns: 1) whether this was the right way to do it and the right organization and 2) liability/insurance issues. She said she wanted to think about whether this approach was the best approach. She also said that there may be liability issues with bringing a group such as TLC into town to provide these services. The TLC group may not be covered under the town's insurance and this needs to be investigated. Also, the selectmen said that if it is determined that outsourcing these services is the best alternative, the town may be required to open it up to a competitive bidding process. Bill Black stated that increased use of the senior center could result in more expenses related to its upkeep. Nancy Bader stated that the timeframe for a July 1<sup>st</sup> public hearing is very tight. She wants to have enough time to give this matter the right attention, both the concept and the TLC organization. It was noted that TLC still has some work to do in terms of establishing itself as a non-profit organization. Nancy Bader stated that it might be better to focus on the town's outreach program first. This item will be discussed further at a later date.

#### **8. REVIEW OF PERSONNEL HANDBOOK**

The selectmen reviewed various sections of the personnel handbook.

#### **10. PUBLIC COMMENTS**

There were no public comments.

#### **11. ADJOURNMENT**

**Motion by Sharon Reiner to adjourn the meeting at 12:30 p.m. The motion was seconded by Bill Black and it was carried by a unanimous vote.**

Respectfully submitted,

Mary Sciano