

WLSD Planning Committee Meeting
Monday, December 14, 2015 @ 3:00 p.m.
Minutes

Attending: Ray Turri, Jim Mersfelder, Al Shull, Richard Reis, Charlie Ekstrom and Ken Green of WLSD; and Dave Prickett and Jay Sheehan of Woodard & Curran

1. Review results of October 16, 2015 meeting with Torrington WPCA and December 8, 2015 meeting with DEEP and Torrington WPCA

The Committee reviewed notes of these two meetings and their impact on our way we move forward with DEEP and Torrington.

2. Follow-up Letter to DEEP

The Committee reviewed two different draft letters to DEEP and concluded it would use the form of the draft letter as amended by John Wertam that is addressed to Mike Hart. Ray Turri will be responsible for completing this task.

3. Open Issues/Action Items from December 8, 2015 Meeting

The draft paper prepared by Ken Green and Jim Mersfelder was agreed and Ray Turri will review it with Jerry Rollett of Torrington WPCA before we finalize it and send it out to all participants at the December 8th meeting.

4. December 21 Presentation to Torrington WPCA

A draft presentation prepared by Ken Green was discussed. The Committee decided a more abbreviated document would be prepared and presented by Ray Turri.

5. IMA Agreement Term Sheet and Negotiation Points draft document

The Committee discussed in detail the document prepared by Jim Mersfelder. There was a particularly detailed discussion on the matter of a Facilities Connection Charge payable to Torrington WPCA for connecting to their system. The Committee charged W&C with responsibility to prepare a detailed paper, based on a Best Practices document prepared by the Water Environment Federation, for a connection charge with supporting best practices rationale that WLSD could put forward to Torrington. As timing is of the essence in terms of arranging financing with USDA RD, it is important to move this forward in the next few weeks. W&C indicated this issue needs to be resolved by no later than February.

6. Project Costing Options and USDA Phasing

W&C distributed a schedule of possible phasing and cost alternatives for the pipeline to Torrington, along with detailed cost sheets for each alternative. The schedule was based on USDA's request for three phases which has since been changed to two phases so the documents will be changed to reflect two phases which will lower the costs. Jim and Dave will continue to actively follow up with USDA to complete our application for financing for the project.

There being no further business, the meeting was adjourned.

Ken Green, Chairman
December 14, 2015