

Date: February 6, 2019 Subject: Engineering Committee Meeting
Minutes Tuesday, February 5, 2019

To: Board of Directors From: Arthur G. Simonian, Executive Director

AGS

**Engineering Committee
February 5, 2019 Meeting Minutes**

The Engineering Committee met Tuesday, February 5, 2019 at The District Offices at 245 Main Street, Cromwell, Connecticut.

Chairman John Dunham called the meeting to order at 5:30 PM. In addition to the Chair, present were Committee Members - Bonnie Anderson, David Bauer and Bob Argazzi. There was a quorum. Also present were Executive Director – Art Simonian, District Engineer – Michelle Ryan and Maintenance Manager – Bill Adkins. Committee Member Lanette Macaruso arrived at 5:32 PM. Committee Member Tom Serra was absent.

Following is a summary of the February 5th Engineering Meeting:

- 1) **Energy Performance Project** – Art explained the status of the Energy Performance Project contract with Ameresco with reference to the fuel cell portion. Art discussed some of the changes to the scope that the District would benefit from. We are awaiting contract revisions from Ameresco and acceptable changes to the Fuel Cell contract.

- 2) **Emergency Generators** – Art discussed Southern New England Electrical Testing’s detailed report on our transformer switchgear. Maintenance and potential upgrades of the transformer was also discussed as well as a new enclosure. At this time, we will perform the recommended maintenance items from the report, including sealing of panel covers, replace worn fiber boards, troubleshoot two bad relays along with investigating an enclosure for the switchgear.

- 3) **Outfall Cleaning Project** – Art reviewed the scope of work with the committee and showed a video of the last Outfall Cleaning Inspection.

- 4) **Related Business and Staff Updates** – None discussed.

Adjournment:

Mrs. Anderson moved and the committee approved unanimously to adjourn at 6:17 PM.