

**TOWN OF EAST WINDSOR  
WATER POLLUTION CONTROL AUTHORITY**

**Minutes of Meeting of February 28, 2024**

**Members Present:** Paul Anderson, Jim Richards and Steve Smith

**Others Present:** WPCA Superintendent E. Arthur Enderle III, Chief Operator Edward Alibozek, WPCA Attorney Michael B. Lanza and Recording Secretary Laura Michael

The on-site meeting was restricted to commissioners and staff. The public may participate via the remote video conferencing platform Zoom.

**Time and Place**

Paul Anderson, Chairman, called the meeting to order at 6:55 p.m. at the WPCA Admin Building, 192 South Water St, East Windsor, CT

**I. Pledge of Allegiance**

The Pledge of Allegiance was recited.

**II. Added Agenda Items**

There were no added items.

**III. Acceptance of Minutes of January 31, 2024**

**Motion:** To accept the minutes of January 31, 2024, as submitted.  
Smith/Richards  
Passed unanimously.

**IV. Communications**

**V. Visitors**

There were no scheduled visitors.

**VI. Public Participation**

No one was present.

**VII. Receipt of Applications**

There were no applications.

**VIII. Approval of Applications**

There were no applications to be approved.

**IX. Legal**

Laurel View Estates LLC. Policy for Billing Sewer Use Fees

Attorney Lanza reported that a letter was sent to the park owner stating that it was the intent of the WPCA to begin billing the park owner for sewer use as of July 1, 2024. A lien will be filed in the park owner's name for any current delinquent accounts.

## **X. Unfinished Business**

### **IT Status**

Mr. Alibozek reported that the staff are in the process of replacing emergency backup floats. We are in the process of working out the bugs in the new billing software. The results are not where we would like them to be. Hopefully, it will be fully in place by May. Mr. Smith asked if it was a fixed- cost price; it is. We have not paid anything yet.

### **FY2024-25 Budget**

Mr. Anderson asked if anyone had any questions regarding the budget. There were none.

**Motion:** To approve the FY2024-25 budget as presented.  
Smith/Richards  
Passed unanimously.

## **XI. New Business**

### **Bill Sheet Review**

Mr. Anderson reported that we are 67% of the way through the budget year and 57% of the money has been spent. Mr. Anderson questioned the Emergency Overtime being over budget. Mr. Alibozek explained that in December and January there had been four heavy rainstorms on Sunday evenings. The facility was monitored in shifts by the staff.

### **Superintendent's Report**

Mr. Enderle reported that it had been a busy month. There are many projects underway. The Gibbs drive is being replaced with a motor and gear box. REM gave a quote and will be doing the work along with our staff. On March 8<sup>th</sup> the plant water system will arrive at Blake. They will be onsite the week of March 18<sup>th</sup> for installation. Our staff will work with the Blake guys. ESI is coordinating the cleaning of the ditch. Mr. Alibozek explained that these projects need to be completed before the chlorination season; it's a lot of work.

### **Transfers**

There were no transfers.

## **XII. Executive Session**

**Motion:** To enter into Executive Session to include staff.  
Smith/Richards  
Passed unanimously.

**Motion:** To come out of Executive Session.  
Smith/Richards  
Passed unanimously.

**Motion:** To set the residential application fee at \$175 and set the commercial application fee at \$425.  
Smith/Richards  
Discussion: Mr. Richards stated that this new fee will cover the cost of the legal notices.  
Passed unanimously.

**Motion:** To authorize the Chairman to negotiate with the First Selectman to purchase the vac truck with the parameters set.  
Smith/Richards  
Passed unanimously.

**Motion:** To allow the Superintendent to investigate the Wilcox rental and report back next month.  
Richards/Smith  
Passed unanimously.

### **XIII. Adjournment**

**Motion:** To adjourn the meeting at 8:15 p.m.  
Smith/Richards  
Passed unanimously.

Respectfully submitted,



Laura Michael  
Recording Secretary