

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

**Minutes of Meeting of June 27, 2012**

**Members Present:** Paul Anderson, Tom Davis, Jim Barton, Peter Pippin, Martha Paluch (Alternate) and Chuck Riggott (Alternate)

**Members Absent:** Dave Tyler

**Others Present:** WPCF Superintendent E. Arthur Enderle III, Chief Operator Edward Alibozek, WPCA Attorney Vincent Purnhagen, Selectman Richard Pippin, Board of Finance Member Kathy Pippin and Recording Secretary Laura Michael

**Time and Place**

Paul Anderson, Chairman, called the meeting to order at 7:03 p.m. at Scout Hall, 28 Abbe Rd, East Windsor, CT

**I. Designate Alternate**

Ms. Paluch served as a voting member for Mr. Tyler.

**II. Added Agenda Items**

Line Item Transfers

Roof Repairs

**III. Acceptance of Minutes of May 30, 2012**

**Motion:** To accept the minutes of May 30, 2012.  
Barton/Davis  
Passed unanimously

**IV. Communications**

Mr. Anderson presented a letter from the Green Woods Condominium Association; it was the same as the letter from Elite Property Management. They would like the WPCA to take over their sewer system. Mr. Anderson explained that there is a consolidated condo group, East Windsor Condominium Association. He would like to contact the head of the group. Mr. Barton felt they should respond to each letter initially. When the consolidated group comes forward, they can respond to them. Mr. Barton suggested developing a response to send for each letter.

**V. Visitors**

Richard Pippin, 37 Woolam Rd

Mr. Pippin asked that the WPCA work with the Board of Selectmen and to go forward as a unified group with a uniform response throughout the Town Boards and Commissions. He explained there is more to this issue than what the WPCA has seen. They should all be on the same page. Mr. Pippin thanked the Board.

**VI. Public Participation**

There was no public participation.

## **VII. Receipt of Applications**

### **STR, 18 Craftsman Rd, COM2012-001**

Mr. Enderle reported that STR had submitted a new application. He has received Town Engineer Len Norton's memo adjusting the EDU's from 9 to 7. STR has eliminated 4 bathrooms and a kitchen and reduced their employees to 75. There was a discussion concerning the imposition of the 9 EDU's at last month's meeting. At that time, it was recommended that STR pay half of the 9 EDU's and if there was an adjustment to be made, it would be made on the remaining balance of the connection charge. Attorney Purnhagen explained this would need to go to public hearing again; sending notice to the property owner that there would be a reduction.

**Motion:** To receive the application of STR, 18 Craftsman Rd, COM2012-001.  
Barton/Davis  
Passed unanimously

### **JAS Associates LLC, 10 South Main St, Hair Salon, COM2012-002**

Mr. Enderle explained that this is a hair salon that will occupy a vacant unit at 10 South Main St, where Lomac is located. He has spoken with Mr. Norton and reviewed water usage at other hair salons in town; they all use less than one EDU. Mr. Norton concurs with this. Since the WPCA gives one unit for growth, there would not be an additional FCC.

**Motion:** To receive the application of JAS Associates, 10 South Main St, Hair Salon, COM2012-002.  
Barton/Pippin  
Passed unanimously

## **VIII. Approval of Applications**

### **STR, 18 Craftsman Rd, COM2012-001**

**Motion:** To approve the application of STR, 18 Craftsman Rd, COM2012-001.  
Barton/Davis  
Passed unanimously

### **JAS Associates LLC, 10 South Main St, Hair Salon, COM2012-002**

This will be continued to next month. The WPCA will need a memo on file from either Mr. Enderle or Mr. Norton.

## **IX. Legal**

Attorney Purnhagen asked if there were any legal issues. Mr. Anderson thought he would be needed later in the meeting.

## **X. Action on Prospect Hill Rd Sewer Benefit Assessments**

Mr. Anderson explained that there would be some exceptions to the assessments. They received documentation from JR Russo showing that Balch Bridge Street did not receive a benefit from this project; they are connected to their own sewer line. Attorney Purnhagen suggested filing a statement on the deed of the Balch Bridge Street property that if in the future they would need to connect to the Prospect Hill Road sewer line, they would need to pay the assessment. Mr. Anderson explained there were properties that the assessment fee would be waived in lieu of an easement. Attorney Purnhagen stated that was a fair exchange. Attorney Purnhagen explained that the WPCA would need to detail in their motion the exceptions to the

assessments. Attorney Purnhagen suggested having a prepared motion for the next meeting with the exceptions detailed.

## **XI. Unfinished Business**

### **Benefit Assessment Policy**

Mr. Barton asked if they were ever going to make a policy; it's been on the agenda month after month. They need to do something; it is up to them to come up with some ideas. Mr. Enderle explained he had put together some definitions and could provide them at the next meeting as a starting point.

### **North Road Sewer Extension Phase II**

Mr. Enderle explained that they expect to go out to bid in August. They couldn't commit to the borings until the funding was approved due to the expense.

### **North Road Sewer Extension Phase III**

This will be removed from the agenda. What was called Phase II was actually an extension of Phase I and what had been called Phase III is actually Phase II.

### **Meadow Farms/Hillside Farms**

Jay Ussery of JR Russo is working on this.

### **Pump Station Issues**

Last Monday, Tuesday and Wednesday, the WPCA crew along with Blake crew installed the 1<sup>st</sup> pump in the Mill St pump station and half of the floor is in. In mid-July, they will put the 2<sup>nd</sup> pump in the Scantic Rd pump station. Mr. Alibozek reported that they can now monitor 5 pump stations with the new SCADA system from the plant. Mr. Enderle explained that this is a big plus.

### **Three Year Review**

Mr. Enderle is working on this. He will have them finalized in July and they will go out in September.

### **Line Item Transfers**

Mr. Enderle explained that the Treasurer's Office suggested that the Board give the Superintendent the authority to make adjustments to line items within the same grouping to save on time and streamline the process. Making adjustments to line items within a similar grouping would not change the amount of the budget. Mr. Barton felt this should only happen on an emergency basis; the Board should be able to look at the budget and decide if some money needs to be moved to another line item. Mr. Riggott suggested authorizing the Chairman to approve the line item adjustments. Mr. Anderson explained that the Chairman isn't always available. Mr. Barton questioned why they go through the process on putting together a budget if it is going to be changed. Mr. Enderle explained that this is a way of doing business; it doesn't change the amount of the budget. Mr. Enderle explained that if a line item goes in the red it needs to be corrected; he can go to the WPCA either before or after. Mr. Pippin explained that if a pump goes down, it has to be fixed; they can't wait to make a decision. Attorney Purnhagen felt this was day to day management and would make sense to adjust within the block. Mr. Barton felt there is a difference between emergencies and line item transfers; this should be a responsibility of the Board. Ms. Paluch felt there should be some flexibility. The Superintendent should have authority; there are safeguards in place. Mr. Anderson explained that this is a new idea they can think about; they don't need to do something tonight.

### Roof Repairs

Mr. Anderson reported that CIP didn't fund the roof repairs. The roofs need to be repaired. An expensive transformer had to be replaced because of the roof damage. Mr. Enderle explained that the WPCA didn't fund capital improvements in this year's budget. Three years ago Mr. Alibozek put together a 5 year plan. In three years, only one roof was done. They need to address the roofs as they are losing vital equipment. Mr. Barton asked what is proposed. Mr. Enderle explained they need to look at funding the roof repairs. Mr. Barton felt they should do the roofs on an emergency basis. Mr. Riggott felt that this is an emergency now. Mr. Alibozek explained that the roofs have a 10-12 year life expectancy; they are 15-18 years old and have outlived their expectancy. He had put together a five year plan with quotes. Mr. Anderson stated the repairs are needed and they will have to pound away at the Town for reimbursement. Mr. Barton felt that surplus operating funds should be used. Mr. Enderle explained this is a capital project and can't be paid from operating funds. Mr. Enderle reported there are a lot of repairs needed; a lot of emergencies, but no money has been put away. They need to put together a capital plan and fund it. Mr. Barton feels that if they put together a capital plan they will never receive any CIP money from the Town. Mr. Riggott suggested putting all the projects together and bonding. Mr. Anderson explained that the FCC money can only be used for sewer purposed and is limited by statutes. Attorney Purnhagen will look into the use of FCC money. Mr. Enderle will provide him with Dennis Greci's phone number at DEEP. Mr. Enderle reported that the FCC money has been earmarked for other improvements. Mr. Barton asked what the roof repairs would cost. Mr. Enderle explained about \$50,000 per roof; about \$200,000 total. Mr. Barton felt they need to keep moving forward with CIP. Mr. Anderson stated that the roofs need to be fixed. Mr. Enderle said they need a designated CIP line the budget and put away 5-10% of their budget for capital improvements. Mr. Anderson explained that this was not funded in the budget and they have to get the roofs repaired; the State has issued a citation.

Mr. Alibozek thanked Attorney Purnhagen for taking care of the problem with Bond Counsel. Attorney Purnhagen saved the Town and got the North Road project approved.

***\*Attorney Purnhagen left the meeting at 8:48 p.m.***

### **XII. New Business**

- Motion: To transfer \$4,400.00 from the Perri Lane Operating Account (2-11-30-0210-9-920) to the DEP Pump Station Repair Line Item (1-11-30-0210-7-799-0925-0).  
Paluch/Davis  
Passed unanimously
- Motion: To transfer \$4,400.00 from the Canyon Ridge Operating Account (2-11-30-0210-6-613) to the DEP Pump Station Repair Line Item (1-11-30-0210-7-799-0925-0).  
Paluch/Davis  
Passed unanimously
- Motion: To transfer \$70,600.00 from the WPCA Sinking Fund (2-11-30-0210-6-602) to Fund 42 (1-42-55-9445-7-700-0162-0).  
Paluch/Davis  
Passed unanimously

### Superintendent's Report

Mr. Enderle pointed out that at the back of the meeting packet there were certificates that were earned by the employees. Steve Bednarz completed a correspondence course in Small Wastewater System O&M, Ed Alibozek completed another GIS course and Jon Ference passed his collections exam and is certified. Mr. Enderle went over the highlights of the Superintendent's report. The Mill Street pump is in and the Scantic Road pump will be put in during the middle of July. They have been dealing with the DOT regarding the Rt 5 pump station; the pump station is on State property, the Town has an easement. They need to install a retaining wall because the road is caving into the pump station.

### **XIII. Payment of Bills**

**Motion:** To pay the May 2012 bills in the amount of \$53,615.60.  
Davis/Paluch  
Passed unanimously

**Motion:** To pay the June 2012 bills in the amount of \$55,917.01.  
Davis/Paluch  
Passed unanimously

### **XIV. Adjournment**

**Motion:** To adjourn the meeting at 9:07 p.m.  
Barton/Davis

Respectfully submitted,

Laura Michael  
Recording Secretary