

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

Minutes of Meeting of June 26, 2013

Members Present: Paul Anderson, Tom Davis, Dave Tyler, Chuck Riggott and Peter Pippin

Others Present: Superintendent E. Arthur Enderle III, Chief Operator Edward Alibozek, WPCA Attorney Vincent Purnhagen, Kathy Pippin, Board of Finance, Dick Pippin, Board of Selectmen, Paul Dombrowski, Woodard & Curran and Recording Secretary Laura Michael

Time and Place

Paul Anderson, Chairman, called the meeting to order at 7:00 p.m. at the Town Hall Annex, 25 School St, East Windsor, CT

I. Added Agenda Items

Motion: To add Executive Session to discuss the Union Contract and Discussion/Consideration to allow the Superintendent to transfer monies within respective groups.
Tyler/Riggott
Passed unanimously

II. Acceptance of Minutes of May 29, 2013

Motion: To accept the minutes of May 29, 2013.
Davis/Riggott
Passed unanimously

III. Communications

There were no communications.

IV. Visitors

Mr. Anderson asked if Mr. John Burnham, EW Show Stables, 33 Abbe Rd was present; there was no response. Mr. Anderson asked if Augie Phillips, 166 Prospect Hill Rd was present; there was no response. Mr. Anderson explained there were visitors present that were not listed on the agenda.

Mr. Chaudry, 68 Depot St, was present to ask that his sewer use bill be suspended again. He explained that the store is still closed and has been foreclosed. He is trying to sell the property. Mr. Enderle explained that the staff are keeping an eye on the property and would know if it re-opened. Mr. Chaudry thanked the Board and left at this time.

Motion: To suspend the billing for RZ LLC, 68 Depot St, hookup # 010460, for another year. The WPCA must be notified if there is any use.
Tyler/Riggott
Passed unanimously

Mr. Onofrio, 109 Scantic Rd, introduced himself to the Board. He explained that he only has one hookup to the sewer line. He has a horse barn that is connected to his house. The farm is for sale. He had been housing 31 horses but currently has 25 horses. The business will close at the end of July. Only his horses will remain until he moves to South Carolina. He reported that the feed and tack store closed 5 years ago although the Assessor's field card still lists the store. Attorney Purnhagen suggested Mr. Onofrio contact Town Assessor Carol Madore. When the field card is changed, Mr. Onofrio will notify the WPCA and the adjustment will be made to the sewer bill. Mr. Onofrio thanked the Board and left at this time.

Ms. Mary Lou Morell, Elite Property Management, was present for Coleman Farms. Ms. Morell reported that Coleman Farms club house was billed for 12 units on their sewer bill in the amount of \$3,912. She believes

high usage is due to their irrigation system. They installed a bypass meter in April 2013. Ms. Morell provided water use in dollar amount to show that the usage is higher during summer months. Mr. Anderson explained they need the flow used in gallons. An adjustment can't be made until they have a meter reading. Mr. Anderson explained that the usage is computed from CT Water Co readings. Mr. Alibozek explained that Steve Bednarz and Marc Brennan have been out to Coleman Farms to read the meter. Mr. Anderson explained that in the future the reading from the bypass meter can be deducted; they can't adjust for the past. Mr. Tyler explained that the WPCA doesn't know where the water went; how much ended up in the sewer system. Mr. Alibozek thought that they could provide a better explanation to Ms. Morell over the next week. Ms. Morell said she would appreciate whatever they could do.

V. Public Participation

There was no public participation.

VI. Receipt of Applications

Walmart Stores East LP, Donny Dennis, Smart Style Salon, 44 Prospect Hill Rd, COM2013-004

Motion: To receive the application of Walmart Stores East LP, Donny Dennis, Smart Style Salon, 44 Prospect Hill Rd, COM2013-004, plans by Steven J. Ruth, AIA, Architect, Corporate Office, 111 W. Ocean Blvd, 21st Floor, Long Beach, CA, Regional Office, 3300 Market St, Suite 230, Rogers, AR, no revision date.
Tyler/Davis
Passed unanimously

Motion: To suspend the regular meeting for the purpose of holding the scheduled public hearing.
Tyler/Riggott
Passed unanimously

VII. Public Hearing Scheduled at 7:30 p.m.

Motion: To open the public hearing for Newberry Village LLC, 49 Mourning Dove Trail through Alaimo, 5 Farms Rd.
Tyler/Riggott
Passed unanimously

There was no one present for Newberry Village LLC, 49 Mourning Dove Trail. Mr. Enderle explained that this is an active adult home and one half of the FCC has been paid.

There was no one present for Newberry Village LLC, 53 Mourning Dove Trail. Mr. Enderle explained that this is an active adult home and one half of the FCC has been paid.

There was no one present for Newberry Village LLC, 2 Mallard CT. Mr. Enderle explained that this is an active adult home and one half of the FCC has been paid.

There was no one present for Alaimo, 5 Farms Rd. Mr. Enderle explained that this is a residential single family and one half of the FCC has been paid.

Motion: To close the public hearing for Newberry Village LLC, 49 Mourning Dove Trail through Alaimo, 5 Farms Rd.
Tyler/Riggott
Passed unanimously

Motion: To resume the regular meeting.
Tyler/Riggott
Passed unanimously

VIII. Approval of Applications

Sofia's Plaza, 2 North Rd – Broad Brook Brewing LLC, COM2013-003

Mr. Enderle explained that this is an existing building and no modifications were being made to the sewer line. There are only interior modifications; they are not required to submit an engineered set of plans. The only question was the water usage which has been addressed.

Motion: To approve the application of Sofia's Plaza, 2 North Rd – Broad Brook Brewing LLC, COM2013-003.
Tyler/Riggott
Passed unanimously

Walmart Stores East LP, Donny Dennis, Smart Style Salon, 44 Prospect Hill Rd, COM2013-004

Town Engineer Len Norton has reviewed the plans and takes no exceptions.

Motion: To approve the application of Walmart Stores East LP, Donny Dennis, Smart Style Salon, 44 Prospect Hill Rd, COM2013-004, plans by Steven J. Ruth, AIA, Architect, Corporate Office, 111 W. Ocean Blvd, 21st Floor, Long Beach, CA, Regional Office, 3300 Market St, Suite 230, Rogers, AR, no revision date.
Tyler/Riggott
Passed unanimously

IX. Legal

Attorney Purnhagen reported that he has executed the easement with the DiPietro's and will submit it to the Board.

X. Consulting Engineer

Work Order Status

Paul Dombrowski, Woodard & Curran, was present to update the status of the work orders. There are three open work orders. Work order No. 1, FCC Review: a memo was provided and agreed upon. Mr. Anderson explained that the WPCA needs the exact date for the numbers used. Mr. Dombrowski will provide the date.

Motion: To formally accept the memorandum from Woodard & Curran, "Accumulated FCC Assessment", Work Order No. 1, dated June 17, 2013 as submitted.
Tyler/Riggott
Passed unanimously

Work order No. 3 was the SCADA fix; this has been completed, there is not a written document.

Work order No.4 was the HVAC evaluation/assessment for the Admin Building; this has been completed. Mr. Tyler felt the work orders should be closed out with a written record. Mr. Anderson agreed.

Work order No. 2 is the CIP Plan. Woodard & Curran met with WPCF staff. A draft memo will be provided to the WPCF staff and available for the Board at the next meeting.

Work order No. 5 is the design of the HVAC system in the Admin Building. The AC unit has been purchased and the job is out to bid. The bids are due tomorrow.

XI. North Road Sewer Extension Phase II

Mr. Enderle explained that the location of the sewer has been modified. On Monday, he, Len Norton and Tim Coon met with the DOT. The sewer line will be shifted to the right to get it out of the middle of the road. Mr. Tyler was concerned that the manholes would be inundated with water during rain storms. Mr. Enderle explained they could get seal/gasket covers. Mr. Riggott suggested caulking the manhole covers.

Fund Transfer

Motion: The East Windsor WPCA hereby authorizes the use of monies from Fund 10, Sewer Assessment Fund Balance in the amount of \$250,000 for the North Road Phase 2 Sewer Extension. These funds shall be reimbursed to the WPCA Fund 10, Sewer Assessment Fund Balance at the closing of the USDA Loan Financing.
Tyler/Riggott
Passed unanimously

XII. Unfinished Business

Union Negotiations

This will be discussed in Executive Session.

Benefit Assessment Policy

This was not discussed.

XIII. New Business

IT Status

This is to keep tabs; email has been disappearing occasionally.

Superintendent's Report

Mr. Anderson explained the report was included in the meeting packet. He went over the certificates the staff received this past month. Konrad Karolczuk received a Lab Process Control Methods certificate, Ed Alibozek received an ArcGIS Desktop certificate, Steve Bednarz received two certificates, Manage for Success and Lab Process Control Methods and Laura Michael received a Sexual Harassment Prevention certificate. Mr. Tyler asked Mr. Enderle how he was doing. Mr. Enderle replied that he was planning to return to work on Monday; he needs his doctor's ok. Mr. Enderle thanked Mr. Alibozek for doing his job and his own while he has been out. Mr. Alibozek should be recognized.

Bill Sheet Review

There were not any questions.

XIV. Added Agenda Items

Consideration for Superintendent to Make Adjustments within Account Groups

Mr. Anderson explained that they have a set budget and need to stay within budget. At times adjustments need to be made within line item groupings. It is not the intent to change the overall amount of the budget; they will remain within budget. They will only be re-allocating. Mr. Tyler asked if they should have a dollar limit. Mr. Enderle explained that he would have to answer for what he does; it will show up on the bill sheet. Mr. Tyler explained these are public funds and they need to have a system of checks and balances. Mr. Anderson suggested that Mr. Enderle report any re-allocations in his Superintendent's report. It was decided there would be a \$2,500 limit.

Motion: To authorize the Superintendent to transfer monies up to \$2,500.00 per month within the account groups as specified in the "East Windsor WPCF Budget Breakdown" dated June 26, 2013.
Tyler/Riggott
Passed unanimously

****Attorney Purnhagen left the meeting at 8:15 p.m.***

Executive Session

Motion: To go into Executive Session to include Mr. Enderle, Mr. Alibozek and Ms. Michael.
Tyler/Riggott
Passed unanimously

Motion: To come out of Executive Session.
Riggott/Davis
Passed unanimously

Motion: To approve the Collective Bargaining Agreement dated June 26, 2013 between the East Windsor Water Pollution Control Authority and the UE Local 222/Connecticut Independent Labor Union Local #23 effective July 1, 2013 – June 30, 2018 and authorize the Chairman and the Vice Chairman to sign the agreement.
Tyler/Riggott
Passed unanimously

Motion: To accept the Memorandum of Understanding between the East Windsor Water Pollution Control and UE 222 CILU #23.
Tyler/Riggott
Passed unanimously

XV. Adjournment

Motion: To adjourn the meeting at 8:47 p.m.
Riggott/Davis

Respectfully submitted,

Laura Michael
Recording Secretary