

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

Minutes of Meeting of November 20, 2013

Members Present: Paul Anderson, Tom Davis and Dave Tyler

Members Absent: Chuck Riggott

Others Present: Superintendent E. Arthur Enderle III and Recording Secretary Laura Michael

Time and Place

Paul Anderson, Chairman, called the meeting to order at 7:06 p.m. at the WPCA Admin Building, 192 South Water St, East Windsor, CT

I. Added Agenda Items

There were no added agenda items.

II. Acceptance of Minutes of October 30, 2013

Motion: To accept the corrected minutes of October 30, 2013.

Tyler/Davis

Discussion: Mr. Enderle pointed out a typo in the last paragraph of page 3, "They contacted Ovivo but they could do to the drive unit only."

In favor: Davis, Anderson

Abstention: Tyler

Motion carries

III. Communications

Mr. Anderson reported that a Sexual Harassment Workshop is being conducted by Attorney McHale's firm. Mr. Anderson provided an update to the letter that was received last month from Patty Gilmore of the CT DEEP requesting an email address for the WPCA. The DEEP will use the WPCF contact information. Mr. Anderson reported that Woodard & Curran are holding an open house at their new office location. Mr. Anderson provided a memo from 1st Selectman Denise Menard regarding the Annual General Meeting to be held December 9, 2013 at Scout Hall.

IV. Visitors

There were no scheduled visitors.

V. Public Participation

There was no public participation.

VI. Receipt of Applications

There were no new applications.

VII. Approval of Applications

There were no applications to be approved.

VIII. Legal

No legal items were discussed.

IX. Consulting Engineer

Work Order Status

Mr. Enderle explained that he and Marc Brennan met with Mark Jacobs from Woodard & Curran regarding the heating for the preliminary building. They plan to do the heating this winter, weather permitting. Woodard & Curran is continuing to work on the CIP. Mr. Enderle reported that the heat in the administration building has been completed and is working nicely.

X. North Road Sewer Extension Phase 2

Mr. Enderle reported that the project is continuing to go well. Spazzarini is working on laterals. They will finish up working on the main line sewer by Thanksgiving. Wells Rd and Rolocut Rd are completely done.

XI. Unfinished Business

Transfers

Motion: Transfer \$144,375.00 from Fund 10 (FCC Fund) to 2013-14 WPCA CIP (1-11-30-0210-7-799-0905).
Tyler/Davis
Passed unanimously

Acceptance of Standards and Guidelines for Sanitary Sewer Construction

Mr. Enderle explained that he had gotten opinions regarding 24" and 30" manhole covers. He has decided to go with the MDC standard of 24". There was a discussion on how to accept the new standards and guidelines. It was felt that this is a technical book and would only need WPCA approval. Mr. Tyler and Mr. Anderson felt the Standards and Guidelines should be references in the WPCA regulations. A final document will be provided at the January 2014 meeting for acceptance.

Required Connections (Regs Sect 82-1.4)

Mr. Anderson provided the final version of the Ordinance change that was provided to the Board of Selectmen and will need to go to Town Meeting. Mr. Enderle explained that he has spoken to Mike Caronna of North Central Health. Mr. Caronna would like to come and speak to the Board. He is interested in where this is going. North Central Health can provide a history and report on septic systems.

IT Status

This was not discussed.

Benefit Assessment Policy

This was not discussed.

XII. New Business

Mr. Anderson reported that he attended the Board of Selectmen's meeting with the new Board. It lasted 25 minutes and was an organizational meeting. No liaison assignments were made. The Charter Revision Commission was increased from 5 to 7 members. Jason Bowsza was appointed Deputy First Selectman. Mr. Anderson explained that Town Planner Laurie Whitten would like the WPCA to come up with 1 or 2 dates to meet to discuss the highlighted items in the Plan of Development. Mr. Tyler suggested mid-January. It was felt it would be best to suggest mid-January and let Ms. Whitten pick a date.

Bill Sheet Review

There weren't any questions.

Superintendent's Report

Mr. Enderle reported that an operator in training was hired. There were 9 applicants; one was most qualified. Katherine Kneeland, the new hire, has worked as a temporary employee for the past 7 months. Mr. Enderle explained that it was a busy month. They've been working on the OSHA requirements. There has been a lot of pump station work and maintenance. New England Pump and Valve is doing a fabulous job on the clarifier. Steve Bednarz has completed a correspondence course. Mr. Enderle explained that he and Jon Ferrence attended NASSCO Certification in Pipeline Assessment and Certification Program and Lateral Assessment and Certification Program.

XIII. Adjournment

Motion: To adjourn the meeting at 7:59 p.m.
Tyler/Davis

Respectfully submitted,

Laura Michael
Recording Secretary