

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

Minutes of Meeting of April 30, 2014

Members Present: Paul Anderson, Chuck Riggott, Dave Tyler and Kirk Montstream

Members Absent: Tom Davis

Others Present: Superintendent E. Arthur Enderle III, Board of Selectmen Liaison Steve Dearborn, Attorney Vincent Purnhagen and Recording Secretary Laura Michael

Time and Place

Paul Anderson, Chairman, called the meeting to order at 7:00 p.m. at the WPCA Admin Building, 192 South Water St, East Windsor, CT

Mr. Enderle introduced Rian Savage, who works for the UConn treatment facility, and is shadowing Mr. Enderle as part of the CT Wastewater Leadership Program.

I. Added Agenda Items

No items were added.

II. Acceptance of Minutes of March 26, 2014 and April 9, 2014

Motion: To accept the minutes of March 26, 2014.
Riggott/Montstream
Passed unanimously

Motion: To accept the minutes of April 9, 2014.
Riggott/Montstream
Passed unanimously

III. Communications

There were no communications.

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 approve.

VIII. Legal

It was noted that a payment was received from one of the accounts turned over to Attorney Purnhagen for collection. The Board expressed their appreciation.

IX. Unfinished Business

2014-15 Budget

No action was to be taken at this meeting. A public hearing will be scheduled.

Required Connections (Ordinance Sect 82-1.4)

This is in progress.

North Road Sewer Extension Phase 2

Mr. Enderle explained that the electronic signs were put up but they were notified by DOT that the permit was not approved. They would need to re-apply for the permit for the project. They will be meeting with the DOT on Friday to see when they can start back up. The project is currently on hold. There is approximately 4 – 6 weeks of work to finish on North Rd and then they will continue down Winkler Rd.

****Attorney Purnhagen arrived at 7:13 p.m. and remained until adjournment***

Transfers

Motion: To transfer \$31,480.00 from STIF Vehicle to WPCA CIP (1-11-30-0210-7-799-0905-0).
Tyler/Riggott

Discussion: Mr. Enderle explained that the new truck had been paid for out of the O&M Budget. There is money in the STIF Vehicle Account and the funds need to be returned to the operating budget.

Passed unanimously

Motion: To transfer \$14,301.00 from STIF Perri Lane Operating to Pump Station Maintenance (1-11-30-0210-4-438).

Tyler/Riggott

Passed unanimously

Motion: To transfer \$724.99 from STIF Canyon Ridge Operating to Pump Station Maintenance (1-11-30-0210-4-438).

Tyler/Riggott

Passed unanimously

Motion: To transfer \$37,414.80 from FCC Fund to WPCA CIP (1-11-30-0210-7-799-0905).

Tyler/Riggott

Discussion: Mr. Enderle explained that this money will be used for the east clarifier rebuild. He has an agreement to pay 30% of the cost up front, 30% at the 3rd week of the project, 30% upon completion and the final 10% at the startup of the clarifier.

Tyler/Riggott

Passed unanimously

IT Status

The Town's permitting software is in progress. Mr. Enderle reported that Whalley Computer was in today. He will be upgrading some computers. Replacements will be spread out over the next few years.

Benefit Assessment Policy

Not addressed at this time.

X. New Business

Bill Sheet Review

Mr. Enderle pointed out an invoice from Northeast Industrial Flooring for \$2,950 for an epoxy floor in the hypochlorite room. He had received a quote from another vendor for \$12,000. This was a savings of \$9,000. Mr. Anderson asked about the budget status; some items are over budget. Mr. Enderle explained that the on call supervisor pay is over budget because of a contractual increase that had not been budgeted for. The sewer line maintenance line will be more over budget than it is because of the paving project on Old Ellington Rd. The WPCA had to purchase about \$3,000 in manhole frames and risers. Mr. Enderle reported that Jon Ference has performed a manhole assessment and found 4 cracked frames. There was a discussion regarding notification of Town projects. Mr. Enderle explained there will be more expenses in the sewer line maintenance line.

Motion: To suspend the regular meeting for the purpose of holding the public hearing scheduled at 7:30 p.m.
Montstream/Riggott
Passed unanimously

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

Motion: To open the public hearing for Galinski, 227, 227R & 229 South Main St and Newberry Village LLC, 11 Mallard Court.
Riggott/Montstream
Passed unanimously

There was no one present for Galinski, 227, 227R & 229 South Main St. Mr. Enderle explained that this is a new commercial building for storing construction equipment and none of the FCC has been paid.

There was no one present for Newberry Village LLC, 11 Mallard Court. Mr. Enderle explained this is a new active adult unit and one half of the FCC has been paid.

Motion: To close the public hearing for Galinski, 227, 227R & 229 South Main St and Newberry Village LLC, 11 Mallard Court.
Riggott/Montstream
Passed unanimously

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

XII. Action on Facility Connection Charges

Motion: To impose the FCC as published for Galinski, 227, 227R & 229 South Main St and Newberry Village LLC, 11 Mallard Court.
Tyler/Riggott
Passed unanimously

New Business - continued

Superintendent's Report

Mr. Enderle went over the highlights of the report. He pointed out that in the meeting packet was a certificate earned by Jon Ference for continuing his education and receiving his Grade III Collection System Certification. The East Windsor WPCA was featured in a Smith & Loveless Project Profile for the expellers that were installed at Mill Pond Village.

Woodard & Curran Work Order

Mr. Dombrowski was present with Work Order #007, WPCA Revenue and Rate Evaluation. Woodard & Curran will review revenue and existing accounts. They will provide 3 to 5 ways to fund the CIP Plan over 5 to 10 years. An initial report will be provided to Mr. Enderle, a draft memo will be provided to the Board along with a workshop and a public presentation. The cost of the work order is \$9,000. Mr. Tyler asked if a presentation is planned for the public regarding justification of the rate increase. Mr. Enderle suggested an information session at the plant as was done with the North Rd project. Mr. Tyler felt there should be a public meeting. It was decided that a public meeting along with the public hearing will be held at the Annex on May 21, 2014 at 7:00 p.m. Mr. Dombrowski suggested having a one page hand out available for the meeting. Mr. Tyler asked if there was money within the budget for this work order. The budget status sheet was looked at and there is money in the Woodard & Curran line and the regular engineering line. Mr. Enderle felt if gets pushed off to next year because of the cost, it will continue to be pushed off. Mr. Anderson felt that because of the timing, part would be paid for during this budget and the remainder in the 2014-15 budget. Mr. Montstream felt the WPCA needs to do this now; we need to have Woodard & Curran working on this and pay for it however we can pay for it. Mr. Dombrowski suggested they could start the work but not bill yet. This would not stop them from finishing the work.

Motion: To approve Work Order #007, WPCA Revenue and Rate Evaluation, in the amount of \$9,000.
Tyler/Riggott
Passed unanimously

XIII. Adjournment

Motion: To adjourn the meeting at 8:20 p.m.
Tyler/Montstream

Respectfully submitted,

Laura Michael
Recording Secretary