

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

Minutes of Meeting of February 22, 2017

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

Others Present: WPCA Superintendent E. Arthur Enderle III, WPCA Chief Operator Edward Alibozek 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

I. Pledge of Allegiance

The Pledge of Allegiance was recited.

II. Added Agenda Items

No items were added.

III. Acceptance of Minutes of January 25, 2017

Motion: To accept the minutes of January 25, 2017 as corrected.
Riggott/Montstream

Discussion: Mr. Anderson explained that the last sentence of the first paragraph on page 3 should read, Mr. Anderson explained that there is currently no defined method for anyone to get an increase."

Passed unanimously

IV. Communications

There were no communications.

V. Visitors

Jason Trombly, 71 South Main St

Mr. Trombly explained that he owns the property on the corner of Tromley Rd and South Main St. It was willed to him in 2008. There was a fatal car accident in front of the property and a car drove over his yard to go around the accident and crushed his septic tank. Mr. Alibozek wrote a letter for Mr. Trombly to his insurance company. Mr. Trombly explained he had three septic systems, when he came in to apply for connection to the sewer in December 22, 2014; he was quoted a price of \$4,994. He then received a letter dated December 24, 2014 stating that since it was a multi-family home, he would owe \$14,982.00. He tried to remedy this through his insurance company. He is looking for relief from the WPCA. If he knew it was going to cost \$15,000, he would not have connected all three. Mr. Enderle explained that on the application, Mr. Trombly filled in one for the number of units and one for the number of kitchen sinks. Mr. Tyler asked if it is a multi-family house. Mr. Trombly replied yes, a three family. Mr. Enderle explained that the Assessor's database lists it as a three family house. Mr. Anderson pointed out that it was indicated on the application that it was a one unit house but it was actually three units. Mr. Enderle explained there was nothing on the application that would make him question that it was not a single family house. Mr. Anderson explained that the WPCA has to go by the Assessor's Records. The property is listed as a three family residential property and according to WPCA regulations, three FCC's were imposed. The WPCA treats everyone the same, fairly,

according to the regulations. Mr. Anderson explained that they are bound by the regulations. Mr. Trombly thanked the Board for their time and left the meeting. Mr. Anderson thanked him for coming.

VI. Public Participation

There was no public participation.

VII. Receipt of Applications

There were no new applications.

VIII. Approval of Applications

There were no applications to be approved.

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

IX. Public Hearing

Motion: To open the public hearing for Newberry Village LLC, 28 Mourning Dove Trail and Crane Properties LLC, 118 Prospect Hill Rd.
Riggott/Montstream
Passed unanimously

Mr. Anderson read the public hearing notice that was published in the Journal Inquirer on February 10, 2017.

There was no one present for Newberry Village LLC, 28 Mourning Dove Trail. Mr. Enderle explained that this is an active adult property and one half of the FCC has been paid.

There was no one present for Crane Properties LLC, 118 Prospect Hill Rd. Mr. Enderle explained that this was an existing commercial building and one half of the FCC has been paid.

Motion: To close the public hearing for Newberry Village LLC, 28 Mourning Dove Trail and Crane Properties LLC, 118 Prospect Hill Rd.
Riggott/Montstream
Passed unanimously

Motion: To resume the regular portion of the meeting.
Riggott/Montstream
Passed unanimously

X. Action on Facility Connection Charges

Motion: To impose the facility connection charges as published for Newberry Village LLC, 28 Mourning Dove Trail and Crane Properties LLC, 118 Prospect Hill Rd
Riggott/Montstream
Passed unanimously

XI. Legal

This was not discussed.

XII. Unfinished Business

FY2017-18 Budget

Mr. Enderle explained that last month he had given the Board a draft budget but he wasn't happy with it. It called for a large rate increase. The Town Treasurer Kim Lord is leaving for a job in Manchester on Friday. He and Mr. Alibozek met with her today. Ms. Lord suggested paying for some projects out of the sewer assessment fund as a relief to the rate payers. Mr. Alibozek and Mr. Enderle went over some of the projects that were completed since November: the Industrial Pump Station Upgrade, Mill Pond Pump Station Upgrade, the scum pump and valve rebuild, the wireless controls, 2 of 4 ACP panels and new pumps. Mr. Tyler asked under State Statute what are they allowed to do with the FCC money? Mr. Enderle replied that the money is available for any capital costs within the system. Mr. Tyler felt they would need to put in writing what a capital asset is. They would need to adopt a policy in writing of what a capital cost is. Mr. Enderle felt they should have a threshold, an amount not to go below in the account. Mr. Enderle suggested that the Board form a subcommittee to meet with him and Mr. Alibozek once a month to go over finances. Mr. Anderson explained they will need to establish a policy with guidelines. Mr. Tyler explained they would need to be careful and would need a policy. Controls would need to be put in place. Mr. Anderson felt with guidelines, they wouldn't have as much to discuss. Mr. Tyler suggested maintaining a balance of \$500,000 in the FCC account and \$1,000,000 in the Operating Fund. Mr. Enderle explained they use projects not monetary amounts for CIP. Mr. Tyler felt there is a need for a definition before adopting this year's budget. Mr. Anderson explained they will need a clear definition of CIP; they will need to set limits and define where the money comes from. Mr. Enderle will reach out to DEEP. Mr. Enderle went over the rate for the upcoming year. He is looking at a \$10 increase but he can still fine tune it. Mr. Tyler likes \$6, Mr. Riggott likes \$5 and Mr. Montstream likes \$2-\$4. Mr. Montstream stated that the staff does an awesome job but he would like to see a \$2 rate increase each year. It was agreed that the rate increase would be \$4. Mr. Enderle would reallocate the CIP to meet the goal of a \$4 increase for a rate of \$374.

IT Status

Mr. Enderle pointed out two employees who earned certificates in the meeting packet: Jonathan Ference for Certified Wireless Technology Specialist and Edward Alibozek for IT Fundamentals. A computer at the plant was updated and another will be replaced. View Permit was discussed. Mr. Alibozek reported that he had a GIS meeting with Town Planner Laurie Whitten and Town Assessor Carol Madore; he then met with Matt from NeoGeo.

Benefit Assessment Policy

This was not discussed.

XIII. New Business

Bill Sheet Review

The percentage spent is where it should be for this point in the budget.

Superintendent's Report

Mr. Enderle went over the report highlighting the pump station upgrades and ACP Control Panel Upgrade. It was a very busy month.

Transfers

- Motion:** To transfer \$6,456.07 from Fund Balance 2720 to Building Repair.
Tyler/Riggott
Passed unanimously
- Motion:** To transfer \$9,387.00 from Fund Balance 2720 to Supplies and Equipment.
Tyler/Riggott
Passed unanimously
- Motion:** To transfer \$23,383.00 from Fund 2715 FCC Sewer Assessment to Capital Purchases.
Tyler/Riggott
Passed unanimously
- Motion:** To transfer \$900.00 from Fund 2718 to Industrial Park Generator CIP.
Tyler/Riggott
Passed unanimously
- Motion:** To transfer \$1,737.81 from Fund 2718 to Mill Pond Generator CIP.
Tyler/Riggott
Passed unanimously
- Motion:** To transfer \$3,194.00 from Fund 2718 to Industrial Park Electric CIP.
Tyler/Riggott
Passed unanimously
- Motion:** To transfer \$3,700.00 from Fund 2718 to Mill Pond Electric CIP.
Tyler/Riggott
Passed unanimously
- Motion:** To transfer \$7,170.01 from Fund 2718 WPCA CIP Sub Fund10545 to Supplies and Equipment.
Tyler/Riggott
Passed unanimously

XIV. Adjournment

- Motion:** To adjourn the meeting at 8:34 p.m.
Riggott/Montstream
Passed unanimously

Respectfully submitted,

Laura Michael
Recording Secretary