

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

Minutes of Meeting of February 24, 2016

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

Others Present: Superintendent E. Arthur Enderle III, 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

There were no added items.

III. Acceptance of the Minutes of January 27, 2016

Motion: To accept the minutes of January 27, 2016.
Riggott/Montstream
In Favor: Riggott, Montstream, Anderson
Abstained: Tyler
Motion passed

IV. Communications

Attorney Lanza would not be attending the meeting. He has provided a recommendation for an item that was on his table. This will be discussed during the legal portion of the meeting.

V. Visitors

There were no scheduled visitors.

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.

IX. Legal

Mr. Anderson reported that Attorney Lanza made a recommendation that a collection item go to foreclosure. It was explained that the estate was opened in 2010 and there is no indication that anything will happen regarding the estate anytime soon. Collection attempts from the WPCA office, CT State Marshals and WPCA Attorney have been ignored.

Motion: To turn over to the WPCA Attorney for foreclosure, 13 Spring St, Charlotte Foley Estate, Steven Foley Administrator, 9 Springfield St, Three Rivers, MA 01080, sewer use fees in the amount of \$2,232.84 and legal fees.
Tyler/Riggott
Passed unanimously

X. Unfinished Business

Waiver for Onsite Sewage Disposal

Mr. Enderle is scheduled to meet with Mike Caronna next week. North Central Health has a new director which should free up more of Mr. Caronna's time.

IT Status

Mr. Alibozek explained there was a drop in email service town wide this past month. It has been explained to our vendors and contractors that it is urgent that they follow up with a phone call if they do not get a response from us due to the problems with email service. When email service drops, we get many of our emails in at one time but we do not get all of them. Internally, a new router was installed.

Benefit Assessment Policy

This was not discussed.

XI. New Business

Bill Sheet Review

Mr. Enderle reviewed some of the budget line items. He explained that the last half of the FEMA grant money, \$21,761.34, was received and will be reclassified. This will replenish some of the budget line items.

Superintendent's Report

Mr. Enderle reported that he had been out for a knee replacement and gave credit to his staff for keeping the facility running. While he was out, he met at his house with Mr. Alibozek and spoke with him on the phone. Mr. Anderson explained that he attended a development meeting with Mr. Alibozek, Town Planner Laurie Whitten, Town Engineer Len Norton and developers looking at the Walter Bass Project. The project is approved for 20 condo units. Mr. Anderson pointed out there was a letter in the meeting packet from Andy Hoffman. Mr. Hoffman was pleased with the help he received from the WPCA. Mr. Alibozek and Mr. Ference used the new sewer line camera to look into a drain pipe. They discovered that the storm drain was offset. The contractor doing the sewer connection at 8 Acorn Dr will fix the storm drain while doing the sewer connection. Mr. Enderle explained that the camera has paid for itself. They use it to verify areas when they are unsure and to locate laterals. Mr. Alibozek explained that it makes it easier for people to connect.

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

Motion: To open the public hearing for Newberry Village LLC, 6 Goldfinch Court and
Elegant Clinical Corporation, 170 North Rd.
Riggott/Montstream
Passed unanimously

Mr. Anderson read the public hearing notice that was published in the Journal Inquirer.

There was no one present for Newberry Village LLC, 6 Goldfinch Court. Mr. Enderle explained that this is an active adult unit and one half of the FCC has been paid.

There was no one present for Elegant Clinical Corporation, 170 North Rd. Mr. Enderle explained that this is a commercial building and none of the FCC has been paid.

Motion: To close the public hearing for Newberry Village LLC, 6 Goldfinch Court and
Elegant Clinical Corporation, 170 North Rd.
Riggott/Montstream
Passed unanimously

XIII. Action on Facility Connection Charges

Motion: To impose the facility connection charges as published for Newberry Village LLC,
6 Goldfinch Court and Elegant Clinical Corporation, 170 North Rd.
Tyler/Riggott
Passed unanimously

New Business - Continued

Superintendent's Report - continued

Mr. Enderle explained that Knowles was on site to begin the concrete work and Paul Dombrowski had asked if he would like inspections performed. Mr. Enderle replied he would like 3 day with Jim Sturgis as the inspector. The materials for the project were on site and he was assured they were the best they could use. Mr. Enderle would like 24 hours of inspection time at \$190 per hour. Mr. Anderson explained that when he spoke to Mr. Dombrowski he asked how long the coatings would last and what the maintenance schedule would be. Mr. Alibozek explained that although the price for the project seemed high, Knowles can do the demo, restoration and repair. If the job was bid out, they would be working with three different contractors and the price would be higher. Mr. Tyler asked what the time between the pouring of the concrete and the coating will be. Mr. Enderle didn't know. Mr. Tyler explained that the concrete needs to dry or the coating will not stick. They need to find out the dry period.

Motion: To approve 24 hours of inspection time.
Tyler/Riggott
Discussion: Mr. Montstream verified that Mr. Enderle is comfortable with this.
Mr. Enderle replied if he needs more, he can request it.
Passed unanimously

Transfer

No transfers were needed.

FY2016-17 Budget

Mr. Enderle provided draft copies of the proposed 2016-17 budget. He explained that he spent a lot of time on it and it has been chopped down. At the March meeting, budget workshops can be scheduled. Mr. Enderle explained that he added two new line items; IT and computer replacement. At the March meeting, he will have a breakdown of the 53 line items. With the ramped up collections, we're hoping to come in at a collection rate of 98%; that would result in a \$14 increase. Mr. Enderle will also have financials for the March meeting. Mr. Enderle reminded the Board that they do not have any loans and they have not bonded any projects.

XIV. Adjournment

Motion: To adjourn the meeting at 8:17 p.m.
Riggott/Tyler
Passed unanimously

Respectfully submitted,

Laura Michael
Recording Secretary