

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

**Minutes of Meeting of March 30, 2016**

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

**Others Present:** Superintendent E. Arthur Enderle III, Chief Operator Edward Alibozek, Attorney Michael Lanza and Recording Secretary Laura Michael

**Time and Place**

Paul Anderson, Chairman, called the meeting to order at 7:02 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 February 24, 2016**

**Motion:** To accept the minutes of February 24, 2016.  
Riggott/Montstream  
Passed unanimously

**IV. Communications**

Mr. Anderson pointed out there was a letter from NEWEA in the meeting packet, dated December 7, 2015, congratulating Mr. Alibozek for being selected for induction into the WEF's Quarter Century Club. Mr. Anderson thanked Mr. Alibozek for his years of service. Mr. Alibozek thanked the WPCA for employing him for 26 years.

**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**

**Bankruptcy**

Attorney Lanza was provided with Bankruptcy paperwork and a proof of claim form for 29D Folkstone Rd, Beyer and a bankruptcy hearing notice for 45 Winton Rd, Carlsen.

**X. Unfinished Business**

**FY2016-17 Budget**

Mr. Enderle explained that the Town is following the State of CT budget format. The budget Mr. Enderle submitted to the Town follows this format; it has condensed line items. The budget provided to the board members is the same budget but in more detail.

***Mr. Tyler arrived at 7:10 p.m.***

Mr. Anderson explained that they can adopt the budget tonight without setting the rate. The health insurance rate hasn't been determined yet. Mr. Enderle is budgeting 8% but that could change; the Town isn't happy with that number. Mr. Montstream doesn't like the \$10 rate increase. Mr. Enderle explained he is looking at a \$14 increase. Mr. Montstream replied \$14 is too much. He would like to see the CIP reduced and money from the FCC fund used. Mr. Tyler agrees \$14 is too high. Mr. Tyler asked Mr. Montstream where he felt the increase should be; Mr. Montstream replied \$4. He feels the people who originally bought into the system should get a break. They should stay at \$4 increments or pick a common, nominal number and move forward. Mr. Enderle explained that the FCC money has limitations on what it can be used for; it can't be used for operations and maintenance. Mr. Montstream stated that to be fair to users, a nominal increase needs to be set. He appreciates the phenomenal work the staff does. Mr. Enderle is concerned with reducing the CIP but he understands Mr. Montstream wants to be fiscally responsible. Mr. Tyler stated that CIP can be paid out of the FCC fund. At this point, Mr. Enderle provided the Board with a financial overview of the FCC balance, Webster Bank Capital Account, Canyon Ridge Operating Account and Canyon Ridge Replacement Account. Mr. Enderle explained he has a concern with the balance of the FCC fund after the transfers are made tonight. It was explained that for every \$1 reduction in the rate it takes a \$5,000 reduction in the budget. There was a discussion on the number of connections in a year and expected connections. Mr. Enderle stated that from July 2014 to June 2015 the WPCA took in \$41,000 in connection charges.

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

**Motion:** To open the public hearing for Vasseur, 135 Tromley Rd and Pelka, 115 Old Ellington 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 Vasseur, 135 Tromley Rd. Mr. Enderle explained that this is an existing single family residential property and all of the FCC has been paid.

There was no one present for Pelka, 115 Old Ellington Rd. Mr. Enderle explained that this is a new single family residential and one half of the FCC has been paid.

**Motion:** To close the public hearing for Vasseur, 135 Tromley Rd and Pelka, 115 Old Ellington Rd.  
Riggott/Montstream  
Passed unanimously

#### **XII. Action on Facility Connection Charges**

**Motion:** To impose the facility connection charges as published for Vasseur, 135 Tromley Rd and Pelka, 115 Old Ellington Rd.  
Riggott/Montstream  
Passed unanimously

#### **Unfinished Business - continued** **FY2016-17 Budget - continued**

Mr. Enderle explained that in 2013, they verified the FCC balance was \$823,000 with the forensic accounting provided by Woodard and Curran. If the Board decides it wants to take the direction of using the FCC money to offset the rate, he would like to look at financials quarterly. He pointed out that at this time the WPCA doesn't have any loans. Mr. Tyler suggested picking a reasonable number for an increase and sticking with it. Mr. Enderle asked the board to let him know where not to let the FCC balance drop below. Mr. Riggott suggested \$500,000 was a good number. Mr. Enderle discussed the purchase of two generators; one for the Industrial Park PS and one for Mill Pond. Both generators are from the 1970's. Mr. Tyler asked if they both need to be replaced this year. Mr. Enderle thought they had gotten away from crisis management and were being proactive. He explained they could fund the generators out of the FCC fund. Mr. Alibozek likes Mr. Enderle's proposed budget. Half of the board feels the rate needs to be pulled down; have they thought about increasing the FCC. Mr. Anderson replied that the FCC will be looked at every three years. Mr. Alibozek

suggested maybe they could look at it sooner. Mr. Tyler asked about the Webster Capital Account. Mr. Enderle explained this is money that is left over from previous budget years. It can be used to buy a vehicle. Mr. Tyler asked why the FCC balance was going down tonight. Mr. Enderle explained there were invoices for the project to be covered. Mr. Tyler had questions about increases in several budget line items to which Mr. Enderle provided answers. Mr. Montstream asked if the Webster account could be used to buy one of the generators. Mr. Enderle would rather not; Mr. Anderson explained they will need the money for a truck which FCC money may not be able to be used for. Mr. Tyler asked if the Webster account replaces the STIF accounts. Mr. Enderle replied yes. Mr. Anderson explained the Webster account money is allocated for things FCC money can never be used for. Mr. Enderle suggested having definitions for using the Webster account funds. Mr. Anderson suggested adopting the budget subject to revision. Mr. Montstream suggested reducing the CIP to \$150,000 and funding the generators with FCC money. He would also like to be sure the facility has enough vehicles. Mr. Riggott feels there should be a \$10 increase; Mr. Tyler thinks that is too high. He feels the increase should be \$6; for a rate of \$366. Mr. Riggott stated that is not enough of an increase. Mr. Montstream and Mr. Tyler feel the increase should be held to \$6 every year. Mr. Anderson explained that the budget needs to cover what it is intended to cover.

#### Waiver for Onsite Sewage Disposal

Mr. Enderle provided a draft package titled Sanitary Sewer Connection Waiver. It contained a waiver application and a septic system cleaner's report form. He asked the board to review this and provide feedback next month. Mr. Montstream asked how they will send out the letter. Mr. Enderle explained that he and Mr. Alibozek were discussing this and Mr. Alibozek suggested having Mr. Caronna target houses with septic issues to send the letters to.

#### IT Status

Town Hall is getting a new server.

#### Benefit Assessment Policy

This was not discussed.

### **XIII. New Business**

#### Bill Sheet Review

There were no questions.

#### Superintendent's Report

Mr. Enderle explained that he, Mr. Alibozek, and Ms. Michael met with Ms. Kratochvil the Town Tax Collector. She has offered to come to the April WPCA meeting to discuss different collection methods. She uses tax sales and TaxServ which is a collection Agency. Mr. Enderle explained that there were 50 delinquent SBA accounts and that was brought down to 3 and 70 delinquent FCC accounts were brought down to 7. The board would like her to come to the meeting.

Mr. Enderle gave an update of the Knowles concrete repair project. Pictures were provided in the Superintendent's Report. Mr. Enderle explained there is about two more weeks of work and then the electricians can reconnect the service.

Mr. Alibozek suggested that if a vehicle is purchased, it would be nice to have a van or station wagon to use for their video equipment. He explained that the video equipment has paid for itself.

Mr. Anderson pointed out that the monthly flow was at 30% of capacity.

#### Transfers

**Motion:** To transfer \$42,300 from the FCC Fund to the Webster Capital Account.  
Tyler/Riggott  
Passed unanimously

**Motion:** To transfer \$179,834.95 from FCC Fund to the WPCA Operating Budget.  
Tyler/Riggott  
Passed unanimously

Legal – continued

Attorney Lanza will file the proof of claim form for 29D Folkstone Rd, Beyer.

#### **XIV. Adjournment**

**Motion:** To adjourn the meeting at 9:17 p.m.  
Riggott/Tyler  
Passed unanimously

Respectfully submitted,

Laura Michael  
Recording Secretary