

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

Minutes of Meeting of April 27, 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, Police Commission Member Peter Pippin 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 March 30, 2016

Motion: To accept the minutes of March 30, 2016.
Riggott/Montstream
Passed unanimously

IV. Communications

Mr. Anderson had a legal notice that the Suffield WPCA published for a RFP for a Plant Water System, Waste Activated Sludge Pumps and Return Activated Sludge Pumps. Mr. Anderson explained that Suffield will be borrowing to do this project and the cost of the project and the cost of the borrowing will be paid by the rate payers.

V. Visitors

There were no scheduled visitors.

VI. Public Participation

There was no public participation.

VII. 2016-2017 Budget

Mr. Anderson had sent a letter to each Board member stating that he would like to see the budget approved as submitted. Using FCC money to offset the rate is a mistake; it is a bad situation in his opinion. Mr. Enderle explained that he sent an email on his thoughts about the budget. His concern is that this is a multi-million dollar enterprise that needs to be set up for the next 5 – 10 years and the FCC money is statutorily limited as to what it can be used for. There is a limited source of FCC money. The budget is intended to cover operation, maintenance and repair. Mr. Enderle pointed out that Suffield is taking on debt but we are not. He explained that he spent a lot of time working on the budget and he doesn't like just putting a number on it. He agrees with Mr. Anderson's letter. Mr. Montstream asked if the proposed rate increase was \$14; he feels they can do it at \$6. He thinks that with a \$14 rate increase they will still be taking FCC money. Mr. Enderle explained they would need to for unanticipated costs. Mr. Enderle feels they can accomplish what is needed with a \$14 increase. Mr. Riggott feels they are going backwards; they need the \$14 rate increase. Mr. Tyler asked Mr. Enderle what he was looking for the next year's increase. Mr. Enderle replied that would need to know what his expenses would be. He needs to balance his revenue with his expenses. He couldn't tell Mr. Tyler at this time. Mr. Alibozek provided a 5 year project plan. Mr. Enderle explained that they will need money to accomplish these projects and to say they are going to hold the rate to a \$4 or \$6 rate increase every year is foolish. If they had signed on with Woodard & Curran's plan, they would be looking at a \$35 to \$45 rate increase each

year to cover the CIP projects. Mr. Tyler said he would agree to the \$14 increase if he knew where they were going the following year. Mr. Enderle explained that the units have gone down; commercial properties are using less water. He can't guarantee that there won't be a \$14 rate increase next year. He and Mr. Alibozek have put together a five year plan but they don't know what the costs will be in two or three years. Mr. Enderle put together scenarios for a \$10 and a \$12 rate increase; he couldn't get down to a \$6 increase. He has a concern with kicking the can down the road. He again reminded the board that they are not taking on any debt.

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

Motion: To open the public hearing for Kita, 26 Farms 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 Kita, 26 Farms Rd. Mr. Enderle explained that this is a new single family residential property and all of the FCC has been paid.

Motion: To close the public hearing for Kita, 26 Farms Rd.
Riggott/Montstream
Passed unanimously

2016-2017 Budget - continued

Mr. Enderle and Mr. Anderson met with the Town Finance Director. Mr. Anderson explained that they have a project plan, CIP Line that is 10% of the budget. That is the normal standard. The other 90% of the budget they are not playing with; they are real costs. Mr. Anderson explained that using FCC money to get the rate where they want it is wrong. Mr. Enderle reported that the Finance Director told him he put together a good budget. He is doing the right thing. Mr. Enderle asked for a compromise and that going forward the Board meet for a Special Meeting to see how their revenue is affected and to take a hard look at their financial situation. Mr. Alibozek explained that the CIP Project list is a guide, not a priority list. It is near impossible to put numbers on project two – three years out. It was explained that in 2018, the electric transmission rate is going to triple. Mr. Montstream said if the electric rate was happening this year he would have no problem with the \$14 increase; it would be justified. He asked if CIP could be lowered to \$150,000.

Motion: To approve the 2016-2017 budget in the amount of \$1,881,485.88.
Tyler/Riggott
Mr. Anderson asked how the budget decreased for sludge removal and polymer. Mr. Enderle explained that there is a new VFD on the aerator. They are producing less sludge and using less polymer. Mr. Montstream knows this is a difficult process and he appreciates the staff at the plant. He knows the employees took on a tremendous task and he appreciates it. Mr. Tyler stated that the Woodard & Curran rates woke them up. They realized they needed to do something but it could be done in house. He appreciates it.
In Favor: Tyler, Riggott
Opposed: Montstream
Motion carries

Motion: To direct the Board to meet quarterly to go over the finances of the facility.
Tyler/Riggott
Passed unanimously

IX. Receipt of Applications

There were no new applications.

X. Approval of Applications

There were no applications to be approved.

XI. Legal

Collection policies were discussed. Attorney Lanza feels there is a need for the Board to set a policy for foreclosure. A time limit or dollar amount needs to be set to determine when foreclosure should be pursued. Attorney Lanza felt that tacking on the delinquent sewer fees when the Tax Collector holds a Tax Sale was a good idea. The use of a Collection Agency for out of Town and out of State delinquent accounts was also discussed. The Board was agreeable as long as there is no cost to the WPCA. Attorney Lanza suggested setting a procedure for collection.

Attorney Lanza feels there is a need for stronger rules to get people to connect to the sewer system. He is willing to draw up a document.

XII. Action on Facility Connection Charges

Motion: To impose the facility connection charges as published for Kita, 26 Farms Rd.
Riggott/Montstream
Passed unanimously

XIII. Unfinished Business

Waiver for Onsite Sewage Disposal

This is on hold.

IT Status

There was a Town wide email outage this week. Mr. Alibozek reported that one of the four plant ACP panels was replaced this week.

Benefit Assessment Policy

This was not discussed.

XIII. New Business

Bill Sheet Review

There were no questions.

Superintendent's Report

Mr. Anderson pointed out there were many certificates in the meeting packet. Mr. Enderle reviewed the old pump house repair, the ACP panel upgrade and the revamped chlorine room.

Transfers

Motion: To transfer \$12,005.93 from FCC Fund; \$7,835.00 into the Capital Purchases Line Item and \$4,170.93 into the Building Repair Line Item.
Tyler/Montstream
Passed unanimously

XIV. Adjournment

Motion: To adjourn the meeting at 8:30 p.m.
Riggott/Montstream
Passed unanimously

Respectfully submitted,

Laura Michael
Recording Secretary