

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

Minutes of Meeting of May 30, 2018

Members Present: Paul Anderson, Dave Tyler and Kirk Montstream

Others Present: 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

There were no added items.

III. Acceptance of Minutes of April 25, 2018

Motion: To accept the minutes of April 25, 2018.
Montstream/Tyler
Passed unanimously

IV. Communications

Mr. Anderson had two items. The first was a letter from Chuck Riggott explaining that he is stepping down. He is moving out of town. The second was Russell Koehler's obituary.

V. Visitors

There were no scheduled visitors.

VI. Public Participation

There was no public participation.

VII. Receipt of Applications

There were no applications.

VIII. Approval of Applications

There were no applications to be approved.

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

IX. Public Hearing

Motion: To open the public hearing on proposed revision to sewer user charges.
Tyler/Montstream
Passed unanimously

Motion: To dispense with the reading of the individual revisions as itemized in the legal notice.
Tyler/Montstream
Passed unanimously

Mr. Anderson read the opening paragraph of the legal notice that was published in the Journal Inquirer on May 18, 2018. No one from the public was present. Mr. Anderson asked if there was any discussion; there wasn't any.

Motion: To close the public hearing on proposed revision to sewer user charges.
Tyler/Montstream
Passed unanimously

X. Action on Revision to Sewer User Charges

Motion: To adopt the proposed revision to the sewer user charge in accordance with the legal notice as published.
Tyler/Montstream
Passed unanimously

Motion: To impose a rate of \$380.00 per sewer user unit based on 5,090 sewer units, for a billable budget of \$1,934,200 for the FY 2018-19.
Tyler/Montstream
Passed unanimously

Motion: To open the public hearing for Benson Enterprises Inc., 29B South Main St through Webb, 84 Newberry Rd.
Tyler/Montstream
Passed unanimously

Mr. Anderson read the public hearing notice that was published in the Journal Inquirer on May 18, 2018.

Mr. Alibozek explained that this is a commercial unit and one-half of the FCC has been paid. No one was present for Benson Enterprises Inc., 29B South Main St.

Mr. Alibozek explained that this is a single family residential unit and the FCC has been paid in full. No one was present for Paquin, 29C South Main St.

Mr. Alibozek explained that this is a single-family active adult house and one-half of the FCC has been paid. No one was present for Newberry Village LLC, 32 Mourning Dove Trail.

Mr. Alibozek explained that this is a single-family home and one-half of the FCC has been paid. No one was present for Webb, 84 Newberry Rd.

Motion: To close the public hearing for Benson Enterprises Inc., 29B South Main St through Webb, 84 Newberry Rd.
Tyler/Montstream
Passed unanimously

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

XI. Action on Facility Connection Charges

Motion: To impose a facility connection charge as published for Benson Enterprises Inc.,
29B South Main St through Webb, 84 Newberry Rd.
Tyler/Montstream
Passed unanimously

XII. Legal

Sewer Ordinance Revision
Not discussed.

76 Depot St Delinquent Sewer Use bill
Not discussed.

XIII. Unfinished Business

Union Contract Negotiations

Mr. Alibozek reported that the Union members have ratified the contract. Mr. Tyler was concerned with the bereavement time. He would like employee's to have time available to them beyond the three days without any repercussions or duress. It was discussed that at the discretion of the Superintendent, employees would be able to use time available to them if needed; sick, vacation or personal time. Mr. Alibozek and Mr. Anderson will work on the wording. Mr. Anderson explained there are open items in the appendix that are not complete or available.

Motion: To ratify the contract with the revision as proposed in section 14.5, job descriptions will be added verbatim and insurance information will be added when available.
Tyler/Montstream
Passed unanimously

IT Status

Mr. Alibozek explained that things were good at the plant. Town Hall had an issue with ransom ware; an email was sent out. The final ACP upgrade is scheduled for the 2nd week of June. The cost is about \$80,000 and will be funded by WPCA CIP.

Benefit Assessment Policy
This was not discussed.

XIV. New Business

Bill Sheet Review

Mr. Anderson pointed out that they are 79% expended and 92% through the budget year. Mr. Tyler asked about the computer replacement line, it is only 2% expended. Mr. Alibozek explained he is in the process of purchasing computers. That line will change next month.

Superintendent's Report

Mr. Alibozek reported that the chlorination season has begun and the quarterly nutrient and sludge testing has been completed. Katherine Kneeland graduated with honors from Manchester Community College with an Associate's Degree in General Studies.

Mr. Alibozek had a draft of the insert for the July billing. It contained pictures and a description of completed major projects. Mr. Montstream felt that the dollar amounts should be taken out. It is too much information. Mr. Anderson suggested showing the percentage saved by doing the work in house.

Transfers

There were no transfers this month.

XV. Executive Session

There wasn't an Executive Session.

XVI. Adjournment

Motion: To adjourn the regular meeting at 7:47 p.m.
Tyler/Montstream
Passed unanimously

Respectfully submitted,

Laura Michael
Recording Secretary