

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

**Minutes of Meeting of January 30, 2019**

**Members Present:** Paul Anderson, Dave Tyler and John Mazza

**Members Absent:** Kirk Montstream

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

**Time and Place**

Paul Anderson, Chairman, called the meeting to order at 7:04 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 November 28, 2018**

**Motion:** To accept the minutes of November 28, 2018.  
Tyler/Mazza  
In favor: Mazza and Anderson  
Abstained: Tyler  
Passed

**Motion:** To accept the minutes of January 15, 2019.  
Tyler/Mazza  
In favor: Mazza and Anderson  
Abstained: Tyler  
Passed

**Motion:** To accept the minutes of January 22, 2019.  
Tyler/Mazza  
In favor: Mazza and Anderson  
Abstained: Tyler  
Passed

**IV. Communications**

There was no new communications.

**V. Visitors**

There were no scheduled visitors.

**VI. Public Participation**

There was no public participation.

## **VII. Receipt of Applications**

### **a. Soucy Enterprises LLC, 149 North Rd COM2018-020**

Mr. Enderle explained that this property has received its Wetlands approval. No site plan was required by the Wetlands/Planning Department. Mr. Enderle has a copy of the Town GIS map that shows where the sewer line will go. Mr. Tyler asked if they know the elevation. Mr. Enderle replied that they know the elevation from the stub that was put in during the North Rd Sewer Project. Mr. Tyler asked what the slope will be. Mr. Enderle replied that it will be installed according to the WPCA guidelines and it will be inspected. Mr. Tyler said the specs should be on the plan. Mr. Alibozek could put a box on the plan that shows the slope with a minimum pitch.

**Motion:** To receive the application of Soucy Enterprises LLC, 149 North Rd COM2018-020.  
Tyler/Mazza  
Passed

## **VIII. Approval of Applications**

**Motion:** To approve the application of Soucy Enterprises LLC, 149 North Rd COM2018-020 with the caveat that the plan must show the percent of pitch and the size of the pipe.  
Tyler/Mazza  
Passed

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

## **IX. Public Hearing**

**Motion:** To open the public hearing for Letourneau Bros Construction LLC, 5 Field Circle through West River Farms LLC, 23 West River Rd.  
Tyler/Mazza  
Passed

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

There was no one present for Letourneau Bros Construction LLC, 5 Field Circle. Mr. Enderle explained that this is a new single family and none of the FCC has been paid.

There was no one present for West River Farms LLC, 8 West River Rd. Mr. Enderle explained that this is a new single family in a planned residential development and the FCC has been paid in full.

There was no one present for West River Farms LLC, 23 West River Rd. Mr. Enderle explained that this is a new single family in a planned residential development and the FCC has been paid in full.

**Motion:** To close the public hearing for Letourneau Bros Construction LLC, 5 Field Circle through West River Farms LLC, 23 West River Rd.  
Tyler/Mazza  
Passed

**Motion:** To resume the regular meeting.  
Tyler/Mazza  
Passed

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

**Motion:** To impose the facility connection charge as published for Letourneau Bros Construction LLC, 5 Field Circle through West River Farms LLC, 23 West River Rd.  
Tyler/Mazza  
Passed

#### **XI. Legal**

a. Retainer Agreement between Attorney Lanza and the WPCA  
Attorney Lanza asked to skip it this month.

b. Sewer Ordinance Revision

Mr. Anderson went to see Mr. Maynard to ask him to put it back on the Selectmen's agenda and Mr. Maynard explained he wants to give it to the Town Attorney. At this point, we are waiting on the Selectmen.

#### **XII. Unfinished Business**

a. IT Status

Mr. Alibozek reported that we are in good shape. One server from the Control Room was still at Whalley Computer. Mr. Tyler asked how old it was, Mr. Alibozek replied about 2 years old. It was explained that the server has two hard drives; one mirrors the other. There was special software on the hard drive that they don't want to wipe clean. Mr. Enderle explained that Mr. Alibozek makes sure there is redundancy. Mr. Tyler said Mr. Alibozek does an excellent job.

b. Benefit Assessment Policy

This was not discussed.

#### **XII. New Business**

a. Adopt FY2019-20 Budget

Mr. Anderson explained they were adopting the budget but not setting the rate until May. Mr. Tyler reported that there was a \$6 increase last year that one of the members was barely ok with and would like the \$8 increase this year. Mr. Anderson stated again that they are adopting the budget but not setting the rate. Mr. Enderle explained that last year he put together a three year plan. This is the second year of the plan. Mr. Tyler reported that the CPI for the past two years has been 2%; they need to keep that in mind when looking at the increase. Mr. Anderson explained that the \$8 is a 2% increase. Mr. Enderle explained that he based the budget on no new growth and is taking some money out of their funds to mitigate the rate increase. The staff is getting projects done and he doesn't want to lose momentum. Mr. Tyler felt that maybe next year there could be less of an increase. Mr. Enderle explained that the staff is being frugal with the funds and are not taking on debt. Mr. Alibozek explained that they had laid out seven years of projects. They have a window of 3-4 years with this progress before we start losing experienced staff to retirement. Projects have been completed at 40% to 60% of the cost if contracted out. Mr. Anderson explained they need to know what they have for a budget. Attorney Lanza suggested adding budget adjustment as an agenda item.

**Motion:** To adopt this budget as proposed as a conceptual budget for FY2019-20 with the information available today.  
Tyler/Mazza

Discussion: Attorney Lanza suggested the Board should discuss this each month.  
Mr. Mazza withdrew his second of the motion.

**Motion:** To adopt the proposed budget as a conceptual budget until April. In April, it will become a final budget.

Tyler/Mazza

Discussion: Mr. Tyler would like the budget review as an agenda item.

Passed

Mr. Enderle thanked the Board for adopting the budget. He also thanked Mr. Alibozek and Laura Michael for their help with the budget.

b. Bill Sheet Review

Mr. Anderson reported that they are 58% through the budget year and 51% of the budget has been expended. Mr. Mazza asked if the cold weather was a problem. Mr. Enderle replied that it was. They had pipes freeze and break. The plant flow has been higher than ever.

c. Superintendent's Report

Mr. Enderle reported that the flows are higher than they have been in 25 years. Mr. Anderson pointed out that the average flow for November was 1.65 MGD compared to .99 MGD for October.

Mr. Enderle explained that on December 7<sup>th</sup> there was a generator issue at the Scantic Road Pump Station. They had no electric power and everything in the can burnt up. Katherine Kneeland knew to cut the power and that saved equipment. There are bills coming in and they will need to do a transfer. Mr. Alibozek is working with the insurance company as there may be a claim.

There have been no after-hours alarms during the last two months and this is the third consecutive month with no after-hours alarms at the facility. This is because of attention to detail, great maintenance and planning.

Mr. Tyler asked how much the Scantic Road Pump Station repairs are expected to be. Mr. Enderle replied between \$50,000 and \$60,000.

Mr. Enderle explained that the facility needs a portable generator and a portable bypass pump. Godwin Pump provided a quote for a portable bypass pump. The amount budgeted for the pump was a little short of the quote amount. The quote was for a Godwin 150 with accessories and has a 40 hp diesel motor. This pump will fit all the pump stations.

d. Transfers

There weren't any transfers.

**XIV. Adjournment**

**Motion:** To adjourn the meeting at 8:42 p.m.

Tyler/Mazza

Passed unanimously

Respectfully submitted,

Laura Michael  
Recording Secretary