

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

Minutes of Meeting of August 28, 2019

Members Present: Paul Anderson, John Mazza and Jim Richards

Members Absent: Dave Tyler and Kirk Montstream

Others Present: WPCA Superintendent E. Arthur Enderle III, WPCA Chief Operator Edward Alibozek, WPCA Attorney Michael Lanza (arrived 7:29 p.m.) 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

Motion: To add Three Year Review to New Business.
Richards/Mazza
Passed unanimously

III. Acceptance of Minutes of June 26, 2019 and July 31, 2019

Motion: To accept the minutes of June 26, 2019
Mazza/Richards
Passed unanimously

Motion: To accept the minutes of July 31, 2019
Mazza/Richards
Passed unanimously

IV. Election of Officers

Nominations were opened for the position of Chairman.

Motion: To nominate Paul Anderson for Chairman.
Richards/Mazza
Passed

Nominations for Chairman were closed.

Nominations were opened for the position of Vice Chairman.

Motion: To nominate John Mazza for Vice Chairman.
Richards/Anderson
Passed

Nominations for Vice Chairman were closed.

All were in favor of the nominated slate; Paul Anderson, Chairman and John Mazza, Vice Chairman.

V. Communications

Mr. Mazza asked about opening the manholes on Route 140. He thought that a contractor had been hired. He asked if there was a contract. Mr. Enderle explained they didn't hire the contractor. He thought they had someone. He and Mr. Alibozek met with the contractor last month and felt there was a need to look outside. Mr. Enderle contacted other towns to obtain names of contractors who have experience and have done the work to CT DOT specifications. The State requires a circle cut method. There are two contractors that do this work. Mr. Alibozek met with Prime Electric and Mr. Enderle met with VMS. The original contractor hasn't bought the equipment and doesn't have the experience. The manholes need to be uncovered right away. Prime Electric and VMS can both do 5-6 manholes per day. The original contractor thought he could do 1-2 per day. Mr. Enderle explained that the Town has a sealed bid requirement for purchased over \$20,000. The Town Treasurer Amy O'Toole suggested the Board make a motion to work outside the purchase policy for the nature of the work and the need to expedite the work. Mr. Enderle explained there are only two contractors who do this work.

Motion: To allow the WPCF Superintendent to solicit written quotes from qualified contractors to perform manhole raising on Route 140, North Rd per CT DOT specifications. This is deemed necessary due to the nature of the work needing to be done ASAP.
Mazza/Richards
Passed unanimously

Mr. Anderson had a notice of a public hearing held on August 8th by the Town of Vernon WPCA regarding their sewer use rate schedule. There is a minimum charge of \$60.50 for the 1st 10,000 gallons of metered usage. Each additional 1,000 gallons or part of shall be charged \$5.75. Usage charges will be billed biannually. Based on our EDU, that equates to \$581 per year. Residential users without meters will be charged a flat rate of \$293.50 per year.

VI. Visitors

There were no scheduled visitors.

VII. Public Participation

There was no public participation.

VIII. Receipt of Applications

There were no new applications.

IX. Approval of Applications

There were no applications to be approved.

Motion: To suspend the regular meeting for the purpose of holding the scheduled public hearing.
Richards/Mazza
Passed unanimously

X. Public Hearing

Motion: To open the public hearing for 42 Realty Corporation, 20 Craftsman Rd through West River Farms LLC, 21 West River Rd.
Richards/Mazza
Passed unanimously

Mr. Anderson read the public hearing notice that was published in the *Journal Inquirer* on August 16, 2019.

There was no one present for 42 Realty Corporation, 20 Craftsman Rd. Mr. Enderle explained that this is a new commercial building for IBEW. They are constructing two buildings; one will be an office building and the other a training facility. None of the FCC has been paid.

There was no one present for Gilchrist, 22 Craftsman Rd. Mr. Enderle explained that this is a new commercial building for IBEW and the FCC has been paid in full.

There was no one present for Letourneau Bros Construction, 9 Field Circle. Mr. Enderle explained this is a new single family home within Meadow Farms. None of the FCC has been paid.

There was no one present for West River Farms LLC, 21 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 42 Realty Corporation, 20 Craftsman Rd through West River Farms LLC, 21 West River Rd.
Mazza/Richards
Passed unanimously

Motion: To resume the regular meeting.
Mazza/Richards
Passed unanimously

XI. Action on Facility Connection Charges

Motion: To impose the Facility Connection Charges as published for 42 Realty Corporation, 20 Craftsman Rd through West River Farms LLC, 21 West River Rd.
Mazza/Richards
Passed unanimously

XII. Legal

a. Sewer Ordinance Revision

Mr. Anderson explained this is in the hands of the Selectmen. He has asked for it to be put on the agenda. Mr. Mazza and Mr. Richards felt a letter should be sent to the Board of Selectmen.

Motion: To authorize the Chairman to send a letter to the Board of Selectmen concerning the status of the Sewer Ordinance Revision.
Mazza/Richards
Passed unanimously

XIII. Unfinished Business

a. IT Status

Mr. Alibozek explained that the SCADA computers monitor all that goes on at the pump stations. There are two computers; the master and the slave. SCADA I is down and is at Whalley Computer for repair. That is why it is important to have redundancy and backups. No data has been lost. Mr. Alibozek explained that they are maintaining their equipment in working order. Mr. Enderle explained that asset management gives them a life expectancy on equipment. By maintaining the equipment, they are getting a longer life out of it. They have a good philosophy.

b. Benefit Assessment Policy
This was not discussed.

XIV. New Business

a. Bill Sheet Review

Mr. Anderson reported that they are 17% through the budget year and 12% through the budgeted money.

b. Superintendents Report

Mr. Enderle had two items from last month he wanted to revisit. He would like the Board to make motions regarding Scout Hall and South Rd.

South Road

Motion: The WPCA will be willing to take the South Rd sewer system into their infrastructure provided the system is brought up to current standards.
Richards/Mazza
Passed unanimously

Scout Hall Soccer Field Bathrooms and Snack Bar

Mr. Enderle wants it to be clear that the WPCA will not take responsibility for their pump station or facilities. Mr. Anderson stated that everything in their property is their responsibility. Attorney Lanza suggested the WPCA send the Town a formal notice.

Motion: To authorize the Chairman, Paul Anderson, to send a letter to the appropriate Town Agency and the Board of Selectmen outlining the WPCA's concerns with the possible improvements of bathrooms and snack bar at the soccer fields on Abbe Rd.
Mazza/Richards
Passed unanimously

Mr. Enderle reported that it was a busy, productive month. Calamar has taken on another contractor. The sewers were installed without being inspected. The lines were televised this week and there will be a couple of test pits. Mr. Enderle has some concerns with the inverts. Dirt and lumber have been piled on our easements. Three valves are in the process of being replaced in the oxidation ditch. DPC gave a demonstration of a SL Rat. This works on acoustics. A sound wave is sent from one manhole to another and gives it a numerical value; 1, 2, 3 with 3 being 30% blocked. The EPA has blessed this. This will allow finding out if you need to clean/jet flush the sewer line.

c. Transfers 2018-19 Budget

Motion: To transfer \$40,000 from Webster Bank Fund Balance, Fund Designation 2720, into the 2018-19 WPCA Operating Budget.
Mazza/Richards
Discussion: Mr. Enderle explained that this transfer is for rate stabilization. It mitigates the \$16 rate increase to \$8 by using funds.
Passed unanimously

Motion: Transfer \$50,000 from Webster Bank Fund Balance, Fund Designation 2720, into WPCA Operating Budget CIP.
Mazza/Richards
Discussion: Mr. Enderle explained this is to fund major projects outside of the budget.
Passed unanimously

Motion: Transfer \$143,221 from Sewer Assessment (FCC), Fund Designation 2715, into WPCA Operating Budget CIP.
Mazza/Richards
Discussion: Mr. Enderle explained that they didn't spend the full \$200,000. This closes out last year's budget.
Passed unanimously

2019-20 Budget

Motion: Transfer \$200,000 from Sewer Assessment (FCC), Fund Designation 2715, into 2019-20 WPCA Operating Budget CIP.
Mazza/Richards
Discussion: Mr. Enderle explained that they are moving the CIP at the beginning of the year at the suggestion of the Treasurer.
Passed unanimously

d. Three Year Review

Mr. Enderle explained that the three year review is a review of the facility connection charge. At the time of a commercial application, the applicant gives an estimate of usage. This reviews that data and gives a true reading of use. There were four reviews this year, three have no change; Blake Equipment, 4 New Park Rd, no change; American Mulch, 266 Main St, no change; Style Brook Storage, 22 Wagner Ln, no change. Noble Gas, 76 North Rd, has an increase.

Motion: To hold a public hearing for Noble Gas, 76 North Rd, for the Three Year Review.
Richards/Mazza
Passed unanimously

XV. Adjournment

Motion: To adjourn the meeting at 8:46 p.m.
Mazza/Richards
Passed unanimously

Respectfully submitted,

Laura Michael
Recording Secretary