

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

Minutes of Meeting of January 29, 2020

Members Present: Paul Anderson, Dave Tyler, John Mazza and Jim Richards

Members Absent: Kirk Montstream

Others Present: WPCA Superintendent E. Arthur Enderle III, WPCA Chief Operator Edward Alibozek, WPCA Attorney Michael Lanza, Board of Selectmen Member Charlie Nordell, Board of Selectmen Member Sarah Muska and Recording Secretary Laura Michael

Time and Place

Paul Anderson, Chairman, called the meeting to order at 7:01 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

III. Acceptance of Minutes of November 20, 2019

Motion: To accept the minutes of November 20, 2019.

Richards/Mazza

Discussion: Mr. Anderson questioned whether an edit to the minutes was needed. He suggested that they had discussed sending a letter to the Department of Public Works and Board of Selectmen regarding the Tromley Rd paving project and the paving over of manholes. Attorney Lanza stated that he would do anything the Board asked. Mr. Richards thought that the outcome of the discussion at a previous meeting was to let the new Board of Selectmen get in place before sending the letter. Mr. Enderle explained that when the Town undertakes a paving project, they need to include covering the manholes before paving or cut out the manholes after paving as part of the project. Mr. Tyler stated that they need access to the manholes if there is a blockage to prevent a backup. Mr. Richards explained that the project is scheduled for the spring. There is time to send a letter with the new Board of Selectmen in place. Attorney Lanza asked Mr. Enderle to get in touch with him regarding the letter. It was decided there was no need for an edit to the minutes; they will deal with the issue.
Passed unanimously

IV. Communications

There were no communication items.

V. Visitors

There were no scheduled visitors.

VI. Public Participation

Mr. Tyler reported that he is leaving on Sunday and won't be back. He stated that it has been a pleasure to serve on the Board. Mr. Tyler was thanked for his time. Mr. Tyler served on the WPCA Board for 22 years; since December 2, 1997.

VII. Receipt of Applications

There were no new applications.

VIII. Approval of Applications

There were no applications to be approved.

Mr. Anderson read the public hearing notice that was published in the *Journal Inquirer* on January 17, 2020.

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

IX. Public Hearing

Motion: To open the public hearing for Donahue, 45 Rolocut Rd.
Richards/Mazza
Passed unanimously

There was no one present for Donahue, 45 Rolocut Rd. Mr. Enderle explained that this was an existing single family and all of the FCC has been paid.

Motion: To close the public hearing Donahue, 45 Rolocut Rd.
Tyler/Mazza
Passed unanimously

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

X. Action on Facility Connection Charges

Motion: To impose the Facility Connection Charges as published for Donahue, 45 Rolocut Rd.
Richards/Mazza
Passed unanimously

XI. Legal

a. Sewer Ordinance Revision

Mr. Anderson reported this is still with the Selectmen. It is budget season and he will wait until March or April to ask for this to be on their agenda. Mr. Richards felt the information should be provided to the Selectman's office now with a request to be on the March or April agenda. Mr. Anderson told Attorney Lanza that he would be in contact with him regarding the revision.

XII. Unfinished Business

a. IT Status

Mr. Alibozek reported that the two main SCADA computers will be upgraded in February/March. Mr. Tyler asked if the computers will be used elsewhere. Mr. Alibozek replied yes, they are good computers. This upgrade was planned for within the budget.

Mr. Alibozek explained that in December training was held for the new Town financial software, Munis. The WPCF will need a sonic firewall for this. Fortunately, this had already been purchased for the network storage. We had been proactive by already purchasing it.

b. Benefit Assessment Policy

This was not discussed.

XIII. New Business

a. Bill Sheet Review

Mr. Anderson reported that we are 58% through the budget year and 43% expended. This is where we want to be. The only line over budget is WPCA Legal. This is due to negotiating a deal that was more than was budgeted for mid-year.

b. Superintendent's Report

Mr. Enderle reported that there was two month's information. Mr. Karolczuk, the lab technician, follows the nitrogen program closely. They want to be on the receiving end of the program not paying in. Mr. Karolczuk's goal is to get under the limit. He does a phenomenal job. We are 15 years into the program and have received over \$150,000. Mr. Tyler asked what could be done for Mr. Karolczuk. He should be rewarded for going above his job. Mr. Mazza brought up that they had discussed holding a dinner for the staff and Mr. Karolczuk could be recognized at that time. Mr. Enderle and Mr. Alibozek will discuss what can be done. Mr. Alibozek reported that Mr. Karolczuk has been here for 24 years and it will be very difficult to replace him. He's the best. The Board would like to honor the staff for the reward that they received. Mr. Enderle reported that 1st Selectman Jason Bowsza came to the plant for a visit on November 20, 2019. Mr. Anderson reported that Mr. Enderle and Mr. Alibozek did a presentation for the Board of Selectmen. When the weather is better, the Selectmen will come to the plant for a tour. Mr. Tyler asked if the WPCA should get a commitment from the Board of Selectmen that they will receive support in the event of a catastrophe. It was felt that there is a history of support from the Town.

Mr. Enderle provided a draft of the budget for FY2020-21. He explained that two years ago they discussed having a 5 year plan; he was more comfortable with a 3 year plan. This year he is looking an \$8 increase, bringing the rate to \$396. Some of the numbers in the draft budget are place holders. The draft calls for a \$10 increase but Mr. Enderle feels he can get it down to \$8. He would like to schedule a couple of budget workshops between now and the February meeting. Mr. Enderle has spoken with Town Treasurer Amy O'Toole and has asked her to come down. She is available the week of February 10th. Mr. Anderson reported that the billable units are down; people are using less water. Mr. Richards stated that the users want to be able to use. This needs to be supported like a utility. They need to discuss what it costs to run the plant. Will an \$8 increase be enough? Mr. Enderle explained that the budget he has given them is what is truly needed. He is comfortable with an \$8 increase. Mr. Alibozek explained that they are able to hold it down to an \$8 increase because of their planning. They don't wait for the equipment to fail. They are preventative not reactive. Mr. Mazza stated that by doing that they are in control of the budget. They can plan and budget for a repair. Mr. Richards stated that they can't let the infrastructure fall apart. He wants a real budget. The 1st budget workshop was scheduled for Thursday, February 6th at 9:30 a.m. They will meet for 90 minutes. Mr. Enderle will contact Ms. O'Toole to set up a time for either Monday, February 10th or Wednesday, February 12th.

c. Transfers

No transfers were made.

XIV. Adjournment

Motion: To adjourn the meeting 8:45 p.m.
Mazza/Tyler
Passed unanimously

Respectfully submitted,

Laura Michael

Laura Michael
Recording Secretary

