

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

Minutes of Zoom Meeting March 31, 2021

Members Present: Paul Anderson, Jim Richards and Steve Smith

Others Present: WPCA Superintendent E. Arthur Enderle III, WPCA Chief Operator Ed Alibozek, WPCA Attorney Michael Lanza, Public Works Director/Town Engineer Len Norton and Recording Secretary Laura Michael

Time and Place

Paul Anderson, Chairman, called the meeting to order at 7:11 p.m. via Zoom

I. Pledge of Allegiance

The Pledge of Allegiance was recited.

II. Added Agenda Items

There were no added items.

III. Acceptance of Minutes of September 30, 2020

Motion: To accept the minutes of September 30, 2020 as presented.
Richards/Smith
Motion carries

IV. Communications

There were no items of communication.

V. Visitors

There were no scheduled visitors.

VI. Public Participation

Public Works Director/Town Engineer Len Norton explained he was participating regarding South Road sewer but didn't see it listed on the agenda. Mr. Anderson explained that the agenda had been posted prior to the receipt of the South Road information. Mr. Enderle felt this could be discussed under Superintendent's Report.

Motion: To take Superintendent's Report out of order and discuss after Public Participation.
Richards/Smith
Motion carries

Superintendent's Report

South Road Sewer

Mr. Enderle reported that Mr. Norton had contacted him to discuss the South Road sewer proposal. Mr. Enderle explained that this would need to be discussed with the Board. The Town doesn't want to replace the laterals and have presented a new proposal. The Town proposes relining of the 4" sewer, relocating manholes and reinstating existing laterals. The work will be done by DPW staff. Mr. Richards asked if this plan would work. Mr. Enderle explained that it would work. He would rather see the sewer brought out to the front of the homes with new laterals but knows that would be too expensive and not feasible. This is a working solution. Mr. Richards asked what is needed to accept the proposal. Mr. Enderle explained the WPCA would be accepting the South Road sewer as part of our sewer system and the laterals would be the responsibility of the homeowner. Mr. Anderson said they would need a motion to put the proposal on record. Mr. Enderle explained that he's not adverse to DPW doing the work but the WPCA has requirements for contractors. They need to have a license, bond and insurance. He doesn't want to set a precedence. Mr. Richards feels the WPCA needs to support the Town. Mr. Enderle explained he is looking out for the commission. Mr. Anderson explained that contractors need to be held to standards; they come and go. The Town will be here. It was explained that the

WPCF staff would need to witness the work being done. Mr. Norton explained that the Town has insurance and bond. They will be working on their property and their sewer system.

Motion: To accept the proposal from the Town regarding South Road sewer.
Richards/Smith

Discussion: Mr. Enderle asked Mr. Norton if he is okay with granting access to manholes if they need to clean the lines. Mr. Norton said an easement map will be drawn up. He would like to get the work done this spring/summer. Mr. Enderle thanked Mr. Norton. Mr. Norton thanked the Board for taking him out of order and approving the proposal.

Motion carries

Motion: To continue in the order of the agenda.
Richards/Smith
Motion carries

VII. Receipt of Applications

Warehouse Point Fire Dept, 89 Bridge St, COM2021-001

Lawrence Farm LLC/United Ag & Turf Northeast, 111 South Main St, COM2021-002

Mr. Anderson felt they could receive the applications but would have to wait to approve until they can look at the plans and title block information. Mr. Enderle felt that Mr. Alibozek could scan the title block and the page of the plans with sewer connection information and email it to the Board. This was agreeable. It was stated that this wouldn't hold up work.

Motion: To receive the applications of Warehouse Point Fire Dept, 89 Bridge St, COM2021-001 and Lawrence Farm LLC/United Ag & Turf Northeast, 111 South Main St, COM2021-002.
Richards/Smith
Motion carries

VIII. Approval of Applications

Pending information provided to Board Members.

IX. Legal

*Sewer Ordinance Revision

Mr. Anderson reported this is sitting at the moment.

X. Public Hearing

Motion: To open the public hearing for Monson, 5 Schanck Rd and LaFleur, 222 North Rd.
Richards/Smith
Motion carries

Mr. Anderson read the public hearing notice that was published in the *Journal Inquirer* on March 19, 2021.

Mr. Enderle explained that 5 Schanck Rd is an existing single-family residence and one half of the FCC has been paid. Mr. Monson was present for the public hearing. Mr. Enderle explained that he was familiar with the property. He spoke with Scott Cota regarding the connection. Their plan is to connect 5 Schanck Rd in conjunction with 345 Scantic Rd. Mr. Enderle had a concern with this if the property was subdivided that would result in a community sewer. This is not allowed by WPCA standards or DEEP. Mr. Monson stated that the property would not be subdivided as long as he owns it. Mr. Anderson explained that the public hearing is for the facility connection charge. A caveat could be filed on land records to eliminate a problem down the road. Mr. Enderle will investigate what will need to be done to get this on land records. Mr. Monson agreed with the caveat. Mr. Monson again stated that he will not subdivide the property as long as he owns it.

There was no one present for LaFleur, 222 North Rd. Mr. Enderle explained that this is an existing single-family home and the FCC has been paid in full.

Motion: To close the public hearing for Monson, 5 Schanck Rd and LaFleur, 222 North Rd.
Richards/Smith
Motion carries

Action on Facility Connection Charges

Motion: To impose the FCC for Monson, 5 Schanck Rd and LaFleur, 222 North Rd as published.
Richards/Smith
Motion carries

Unfinished Business

Paving Contracts

Nothing has happened. This will be kept on the agenda.

IT Status

Mr. Alibozek explained that Art and Laura had been set up with laptops to work from home during Covid-19. Art was also set up with a desktop. This has gone well. Computers have been upgraded from Windows 7 to Windows 10, large SCADA computers have been upgraded to Windows 10. iFix, Win-911 and Maple Systems have been upgraded and 75% of the hardwiring has been completed. Mr. Enderle explained that Mr. Alibozek is being modest; when he says "we" he means himself. Mr. Alibozek brings value and expertise to the job. Mr. Anderson has a concern for the future when Mr. Alibozek retires. Mr. Enderle explained that Mr. Alibozek is training some of the younger staff. He will be leaving a good legacy.

Benefit Assessment Policy

This was not discussed.

XI. New Business

Discussion of Proposed FY2021-22 Budget

Mr. Enderle explained that the goal of the budget was to keep the sewer use rate at \$404. There is a need to keep the rate steady because of Covid-19 and people being out of work. The uncollectible rate has been lowered to 96% and the unit count has been reduced. They may not have the revenue but there is money if there is a shortfall. The money will come back. Mr. Richards asked if Mr. Enderle was recommending keeping the rate stabilized as planned. Mr. Enderle replied that they have funds for an emergency, and he feels that time is here. Mr. Anderson feels they are using the money intelligently and we are doing the best we can for now. Mr. Enderle explained that he is pleased with what we've been able to do. We've been able to do projects short staffed. Projects have not been put on hold. Mr. Enderle gave kudos to the staff. Mr. Richards would like to put the budget and financial information out to the public. Information alleviates ignorance. Mr. Enderle explained they would need to be prepared for comments and have answers ready. Mr. Anderson felt they shouldn't race to get the information out. The rate isn't set until May. The budget needs to be adopted to set the rate. A public hearing is held to set the rate not to adopt the budget. Mr. Anderson felt the information could be available to the public two weeks ahead of the public hearing.

Approval of the FY2021-22 Budget

Motion: To approve the FY2021-22 Budget as presented.
Richards/Smith
Motion carries

Bill Sheet Review

Mr. Anderson reported that we are 75% through the fiscal year and 58% of the budget has been expended. The bottom line is good.

Superintendent's Report

Mr. Enderle reported that the last WPCA meeting was in September 2020 and that was John Mazza's last meeting. Mr. Mazza passed away from Covid-19 in October. Due to Covid-19, the staff has been split in half. We need to be able to operate and maintain the plant if anyone were to get sick. Mr. Enderle hopes to be back to some sense of normal by July 1st. There is a plan to work 4 ten-hour days, having staff work different days. Mr. Enderle appreciates the support of the Board. Covid-19 has really hit really close to home for the staff. He appreciates all of his staff for making this work.

Mr. Enderle explained that they didn't plan on the casino money or Calamar when putting the budget together. There is less revenue and a higher unexpended budget. Mr. Enderle thanked Mr. Anderson and the Board for their support. The staff asked Mr. Enderle to thank the Board for the forklift.

Mr. Richards asked if the staff could find an open space on the property to plant a tree in memory of John Mazza; he will be missed. Attorney Lanza felt this was a great idea. He asked if a phone number could be provided so if someone gets dropped from Zoom during the meeting, they could ask to be allowed back into the meeting.

Transfers

There were no transfers.

XII. Adjournment

Motion: To adjourn the meeting at 8:26 p.m.
Richards/Smith
Motion carries

Respectfully submitted,



Laura Michael
Recording Secretary