

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

Minutes of Meeting of April 26, 2023

Members Present: Paul Anderson, Jim Richards and Steve Smith

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

The on-site meeting was restricted to commissioners and staff. The public may participate via the remote video conferencing platform Zoom.

Time and Place

Paul Anderson, Chairman, called the meeting to order at 6:30 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

No items were added.

III. Acceptance of Minutes of March 29, 2023

Motion: To accept the minutes of March 29, 2023, as submitted.
Smith/Richards
Passed unanimously.

IV. Communications

Mr. Anderson had a letter from the CT Department of Labor. Enclosed was a 4-page NCR form that requires a typewriter. He will contact the listed person from the Department of Labor to find an alternative means of providing the information.

V. Visitors

There were no scheduled visitors.

VI. Public Participation

No one was present on Zoom.

VII. Receipt of Applications

There were no new applications.

VIII. Approval of Applications

There were no applications to be approved.

IX. Legal

Mr. Anderson pointed out that there is a letter in the packet from our legal staff. Money had been collected from a delinquent account.

26 Wells Rd

It was explained that an application for connection to the sewer was received from Darren Andrews for 26 Wells Rd. The public hearing was held in October. Last week, Mr. Andrews came into the WPCA office with a check for half of the FCC. When the Assessor's records were checked for the volume and page for the FCC installment form, it was discovered that the property is listed as 28 Wells Rd. The application, installment form

and check were brought to the Tax Collector's office. Ms. Kratochvil, Town Tax Collector, called the WPCA office saying she could not file the lien with the two different addresses. The property owner, Darren Andrews, had purchased three of four lots for sale (26, 28, 30 Wells Rd). He says the house has been built on the lot known as 26 Wells Rd and believes that is the address. It was the consensus not to change the address on the application. Mr. Richards feels this is an issue between the Town Assessor and the property owner. Mr. Richards does not want the property owner held up and he wants his payment processed in a timely manner. It was suggested that the property be identified by Map/Block/Lot and take the addresses out. Mr. Anderson suggested getting the information from GIS.

Motion: To identify the property on Wells Rd owned by Darren and Carrie Andrews by Map/Block/Lot.
Richards/Smith
Passed unanimously.

X. Unfinished Business

IT Status

Mr. Enderle explained that Mr. Alibozek showed Mr. Anderson the new server this morning. The server is needed for the QDS billing software. This morning there was a conversation with QDS regarding the conversion of the billing software. Our current vendor is retiring. Mr. Alibozek put together a letter outlining how we would like to see the conversion followed which resulted in this morning's phone call with QDS. Mr. Alibozek explained that the QDS salesmen felt we could be ready to go with the new software for July 1. During a phone call with David from QDS a couple of weeks ago, David felt there may be a problem with the bank and our online payment service being ready for the switch for July 1. It was felt using our current vendor for the July billing and collection and then doing the conversion during a slower period, September or October would be more comfortable. This makes sense. Mr. Enderle explained that Mr. Alibozek had the notion to look at the concerns. The plan he has put together is seamless. Mr. Anderson asked if it was an actual server or another workstation. Mr. Enderle replied it's an actual server. It can be used to update the workstations and for authentication. Mr. Smith asked what the fail over is for the server. He suggested cloud services. Mr. Smith said to talk to Dell about business class service to back up to a cloud replicated server.

FCC Rate Review

Mr. Enderle explained he looked at the WPCF's in CT. He looked at the sewer use rates and facility connection charges and how they arrived at them. There are a lot of creative people. It was the plan to look at our FCC every three years; it has been six years since the increase. Mr. Enderle explained our FCC isn't the highest or the lowest. His recommendation is not to increase the FCC. We're in the upper third, right about where we should be. Our sewer use rate is below mid-range but very competitive. Mr. Richards said since we don't have debt, we can leave our rates. If at some time we have debt to pay, it would have to be paid with an FCC rate increase.

Motion: To leave the FCC rate where it is and to review in three years.
Richards/Smith
Passed unanimously.

End Date on Contracts

Mr. Anderson stated that every contract, every agreement should have an end date. Mr. Richards said that doesn't mean it can't be re-negotiated but it would need to be done before it expires.

Paving Contracts

This was not discussed.

Benefit Assessment Policy

This was not discussed.

XI. New Business

Bill Sheet Review

Mr. Anderson reported that we are 83% through the year and 75% through the money. We are right in the ballpark.

Superintendent's Report

Mr. Enderle reported that it had been a busy month. They've been getting out with the vector. They've been out on Route 5. The guys come up with a reason where they are going to jet and why. They have been tasked with putting together a plan. Mr. Ference is the operator in charge. Randy Robbins was in today; the chlorine was delivered and a couple of pumps have been changed out at pump stations. They now have a spare pump for every pump station.

Transfers

There were no transfers.

XII. Executive Session

Union Negotiations

Motion: To enter into Executive Session at 7:38 p.m., to include Mr. Enderle, Mr. Alibozek and Board Members.
Smith/Richards
Passed unanimously.

Motion: To come out of Executive Session at 8:28 p.m.
Smith/Richards
Passed unanimously.

Motion: To accept the Collective Bargaining Agreement between EW WPCA and UE Local 222 as presented, effective July 1, 2023 through June 30, 2028.
Smith/Richards
Passed unanimously.

Motion: To approve the Employment Agreement between the EW WPCA and E. Arthur Enderle III as discussed, effective July 1, 2023 through June 30, 2028.
Smith/Richards
Passed unanimously.

XIII. Adjournment

Motion: To adjourn the meeting at 8:31p.m.
Smith/Richards
Passed unanimously.

Respectfully submitted,



Laura Michael
Recording Secretary