

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

Minutes of Meeting of May 31, 2023

Members Present: Paul Anderson, Jim Richards and Steve Smith

Others Present: WPCA Superintendent E. Arthur Enderle III, Chief Operator Edward Alibozek, WPCA Attorney Michael J. Lanza, La with Brook Holding LLC 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 to the agenda.

III. Acceptance of Minutes of April 26, 2023

Motion: To accept the minutes of April 26, 2023, as submitted.
Smith/Richards
Passed unanimously.

Motion: To go out of order on the agenda to legal.
Richards/Smith
Passed unanimously.

IV. Legal

Brook Holdings LLC, 98 & 139 Main St, BB

La with Brook Holdings LLC, 98 and 139 Main St, BB. She explained that she spoke with Laura in the office and understands how the sewer is billed. The business at 98 Main St was closed due to Covid. Mr. Anderson asked if the water was shut off. La replied no. Mr. Anderson explained that if the water is active, the sewer is active. La understands she needs to pay the sewer use bill. She is asking for the attorney fees to be waived. Mr. Anderson explained that the lawyer did work and the fee needs to be paid. The WPCA doesn't pay the legal fees; the delinquent payer pays the attorney fees. Mr. Richards explained that if they let everyone off on the legal fees, it affects all rate payers. Those who pay are paying for those that don't pay. Mr. Smith stated that the fee can't be waived. Mr. Anderson explained that the burden comes back to the rate payer. If the fees were paid out of the budget, then the budget would be short. The WPCA does not pay the legal fees for delinquent collections. The property owner is responsible for their bills. La stated she will be taking responsibility for the bills and going forward she will pay on time. She thanked the Board and left at this time.

Motion: To resume the regular agenda.
Richards/Smith
Passed unanimously.

V. Communications

Mr. Anderson had several items of communication. The 1st published in the Journal Inquire on May 4, 2023 was an RFP from the Town of Vernon, CT for furnishing security services at the Town of Vernon WPCF. The 2nd was published in the JI on May 10, 2023, an invitation to bid from the Town of Ellington WPCA for the

upgrade of the Vernon Pump Station. The 3rd was from the Suffield WPCA published in the JI on May 18, 2023. A public hearing was held and sewer use rates were set. The rate computes to \$416.36 for 50,000 gallons. This is comparable to the East Windsor rate. The next was an RFP from May 18, 2023 in the JI from the Town of Vernon, CT WPCA for furnishing custodial services. The final notice was published in the JI on May 29, 2023, Plumbers weigh in with 6 tips, Don't flush your secrets or other stuff. "Flushable wipes" as it turns out are not so flushable.

VI. Visitors

There were no scheduled visitors.

VII. Public Participation

Mr. Anderson asked if anyone was present on Zoom; no one was present.

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.
Smith/Richards
Passed unanimously.

X. Public Hearing

Motion: To open the public hearing for revision to Sewer Use Charges.
Smith/Richards
Passed unanimously.

Motion: To dispense with the reading of the individual revisions as itemized in the legal notice published in the *Journal Inquirer* on May 19, 2023.
Smith/Richards
Passed unanimously.

Mr. Anderson read the legal notice that was published in the *Journal Inquirer* on May 19, 2023, without the individual revisions. Mr. Anderson asked if anyone from the public was present on Zoom; no one was present.

Motion: To close the public hearing for revision to Sewer Use Charges.
Smith/Richards
Passed unanimously.

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

XI. Action on Revision to Sewer Use Charges

Motion: To impose the Revision to Sewer Use Charges in accordance with the legal notice as published.
Smith/Richards
Passed unanimously.

Motion: To impose a rate of \$416 per sewer user unit, based on 5,025 units, for a billable budget of \$2,030,573 for the FY2023-24.
Smith/Richards
Passed unanimously.

XII. Unfinished Business

IT Status

Mr. Alibozek explained that he has been taking part in the Regional 3 Cyber Security task force. He has participated in webinars and goal assessments. There is free training available and we will be able to improve our skill set. Mr. Alibozek is most pleased with doing this. The 1st step in the training is to run under manual control. This is a worse case scenario. Mr. Alibozek feels good about the level of experience at the facility. Mr. Enderle explained that every morning he or Mr. Alibozek sit in front of the SCADA computer with paper looking at the trends. Everything is done on paper. Mr. Richards is all for the technical advancements but it is necessary to be able to do things manually. Mr. Smith asked if they have a secondary backup. Mr. Alibozek explained that they want to network a second server to another building. Mr. Smith replied that's not a bad idea. Mr. Alibozek asked Mr. Smith if he would come in to discuss, perhaps on a weekend. It would be a huge help. Mr. Smith replied he'd have plenty of time after June 7th.

FCC Rate Review

Mr. Enderle read from last month's minutes that our FCC rate is right where it should be. This will be reviewed every three years. This item will be asterisked on the agenda.

End Date on Contracts

Mr. Smith felt they had decided on a one-year end date on contracts. Mr. Richards felt it could be negotiable. It would give staff the opportunity to reach out to the application. This item will be asterisked on the agenda.

Paving Contracts

Item will remain on the agenda.

Benefit Assessment Policy

Item will remain on the agenda.

XIII. New Business

Bill Sheet Review

Mr. Anderson reported we are 92% through the year and 85% of the money has been spent. We are in good shape.

Attorney Lanza arrived at 7:06 p.m.

Superintendent's Report

Mr. Enderle explained that we have received the new septage pumps that were ordered 15 months ago. This is a huge project. The valves in the GBT building were replaced by staff. The guys have been out with the jet truck. Mr. Ference puts together a plan and Mr. Bednarz schedules it. Notification was received that a VFD that was ordered a year ago last November, shipped on Friday. Mr. Enderle explained that there have been issues on Pleasant St with a couple of backups. The area is being checked weekly. Mr. Enderle has contacted Green Mountain Pipe Cleaning for a quote to clean and televise the 19,000 feet of clay pipe. They will then give a quote to slip line the pipe. Mr. Enderle explained that going forward, the focus will be on collection system repairs that need to be addressed. Mr. Smith asked Mr. Enderle if he had a rough estimate of the cost. Mr. Enderle replied \$80 - \$100 thousand. Mr. Smith asked what the estimated life would be. Mr. Enderle replied 50 years. Mr. Smith asked if this would affect the capacity of the flow. Mr. Enderle replied there would be no difference. The line would be smooth.

Mr. Richards asked if they have ordered the equipment that was discussed. Mr. Enderle replied they are looking at the list constantly. Mr. Alibozek explained that he had given Mr. Enderle quotes for a few big-ticket items.

Mr. Anderson explained that he called Mr. Enderle a couple of weeks ago to report that the American Legion in Enfield had a dozen sewer pumper trucks out front. It is the largest pump station in Enfield and it failed. Mr. Anderson pointed out that the Election of Officers will be held at the July meeting.

Transfers

There were no transfers.

XIV. Executive Session

Motion: To enter into Executive Session at 7:20 p.m. to include WPCA, Superintendent, Chief Operator and WPCA Attorney.
Smith/Richards
Passed unanimously.

Motion: To come out of Executive Session at 8:12p.m.
Smith/Richards
Passed unanimously.

No action was taken.

XV. Adjournment

Motion: To adjourn the meeting at 8:13 p.m.
Smith/Richards
Passed unanimously.

Respectfully submitted,



Laura Michael
Recording Secretary