

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

Minutes of Meeting of March 27, 2013

Members Present: Paul Anderson, Tom Davis, Dave Tyler, Peter Pippin and Chuck Riggott

Others Present: Chief Operator Edward Alibozek, Selectman Richard Pippin, Board of Finance Member Kathy Pippin, Paul Dombrowski, Woodard & Curran and Recording Secretary Laura Michael

Time and Place

Paul Anderson, Chairman, called the meeting to order at 7:00 p.m. at the WPCA Administration Building, 192 South Water St, East Windsor, CT

I. Added Agenda Items

Motion: To add HVAC System to New Business.
Anderson/Pippin
Passed unanimously

II. Acceptance of Minutes of February 27, 2013

Motion: To accept the minutes of February 27, 2013.
Tyler/Riggott
Passed unanimously

III. Communications

Mr. Anderson explained that Mr. Enderle had a traumatic incident and is in the hospital. The Board expressed their concern.

Mr. Anderson had an invoice from the labor attorney. He explained that only \$1.00 was budgeted for the labor attorney. A transfer would need to be made to cover the invoice.

Motion: To transfer \$1,000.00 from Dues & Subscriptions (1-11-30-0210-8-810) to Legal – Union (1-11-30-0210-3-360)
Tyler/Riggott
Passed unanimously

IV. Visitors

There were no scheduled visitors.

V. Public Participation

There was no public participation.

VI. Receipt of Applications

Sofia's Plaza, 2 North Rd – Broad Brook Brewing LLC

Eric Mance, Broad Brook Brewing, was present to explain their plan. He reported that a majority of the water would go into the brewing process; only about 20% of water use would go down the drain. Town Engineer Len Norton's review and comments were discussed. He suggested installing a meter to show flow used and asked for background flow data. Mr. Anderson explained that they need data to work with. It was suggested that Mr. Mance contact other brewers to get concrete numbers.

Motion: To continue this application until the April meeting.
Davis/Riggott
Passed unanimously

****Attorney Purnhagen arrived at 7:28 p.m. and remained until adjournment***

VII. Approval of Applications

There were no applications to be approved.

VIII. Legal

Attorney Purnhagen reported that he had sent out the demand letters and has had some responses. He has not received any payments. He will report the results at the April meeting.

Attorney Purnhagen explained that he will get licenses to allow access to Meadow Farms/Hillside Farms to do work. He will work on the easements.

IX. QBS

Mr. Anderson explained that the QBS heading would need to be changed since the QBS process has been completed.

Work Order Status

Mr. Dombrowski explained that three work orders had been initiated. They have made great progress on the Financial Work Order. Data was collected, conference calls were made and they visited Town Hall. Mr. Dombrowski felt it would be appropriate to wait to provide the report to Mr. Enderle. He explained that the WPCA is in the black; the FCC's collected are more than the 1/3rd owed by the WPCA. The financial records from 1996 – 2002 are almost nonexistent. He would like to let Mr. Enderle review the numbers, set up a plan, come to an agreement and then bring to Town Hall. Mr. Dombrowski would like to review the numbers with Mr. Enderle before making it a public document. Mr. Anderson explained there will be a negotiation with the Town and a sign off on an agreement.

Mr. Dombrowski explained that Work Order Number 2 was for a Capital Improvement Plan. His staff will be making site visits over the next week and meeting with the WPCF staff. Work Order Number 3 was the SCADA repair that was previously completed.

X. North Road Sewer Extension Phase II

The contract for the project has been awarded to Spazzarini Construction.

XI. Unfinished Business

Roof Repairs

Mr. Alibozek explained that the Fire Marshal made a site visit regarding the heating system. It is still up in the air. She needed to do more research.

Meadow Farms/Hillside Farms

This was discussed under Legal.

Pump Station Issues

Mr. Alibozek reported that there was a problem with the go switch at Mill St. The pump was pulled and brought to Homa. He hopes to have the pump back Monday or Tuesday. They are in the same predicament; they are down to one pump. He would like to purchase a spare pump motor to share between Mill St and Scantic Rd. They would need one spare pump and two impellers. The cost is approximately \$26,000 and there is a 12 – 14 week wait. Money could be transferred from FCC funds to cover the cost.

Motion: To authorize the ordering of a spare Homa pump for Mill St and Scantic Rd pump stations.
Tyler/Riggott
Passed unanimously

Truck Purchase

Three quotes for a snow plow truck were provided to the Board. It was questioned whether the truck should be purchased now or wait to add it to the upcoming budget. It was explained that there is money in a STIF account designated for the purchase of a vehicle. Mr. Riggott felt they should purchase the truck for plowing

and budget for an additional vehicle purchase in the upcoming budget. The truck quotes were discussed and suggestions made. It was decided that the dealer will be asked to come to a WPCA meeting and sell the truck to the Board.

Motion: To authorize the purchase of a pickup truck with a plow. The specifications will be determined.
Tyler/Pippin
Passed unanimously

Benefit Assessment Policy

This is on hold.

XII. New Business

HVAC System

Mr. Alibozek explained that over the past several years they have had many AC repairs. The unit kicks out on hot days. Marc Brennan has some ideas. Mr. Alibozek and Mr. Anderson would like to engage Woodard & Curran for a HVAC expert. It will give them the protection of doing it right and having the peace of mind of another set of eyes. Mr. Dombrowski will have his senior HVAC engineer look at the heating and AC systems. A decision can then be made to do the complete system or phase it. Mr. Alibozek explained that the AC is important for the Lab, VFD's and SCADA system.

Motion: To engage Woodard & Curran to complete Work Order Number 4, WPCF Administration Building HVAC Assessment.
Riggott/Davis
Passed unanimously

Appoint Subcommittee for Union Negotiations

Mr. Anderson explained that if they have three people on the subcommittee, they have to publish notice of the meeting. If they have two people, they do not have to publish notice of the meeting. Mr. Tyler felt they could have a two person subcommittee and bring their information to the Board. Mr. Anderson and Mr. Davis will be the two person subcommittee and Mr. Tyler will volunteer if a third person is needed.

Superintendent's Report

Mr. Alibozek explained that the parts to rebuild the water pumps are being phased out. He has ordered parts to rebuild the stacks twice. The rebuild lasts 5 – 7 years. Mr. Alibozek reported that he has applied for a grant to enable the three remaining pump stations, Rte 5, Scout Hall and the Industrial Park, to have telemetry. It is a 75% grant.

Review of Bill Sheet

There were no questions.

Transfers

There were no transfers to be made.

XIII. Adjournment

Motion: To adjourn the meeting at 8:27 p.m.
Riggott/Pippin

Respectfully submitted,

Laura Michael
Recording Secretary