

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

**Minutes of Meeting of May 29, 2013**

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

**Member Absent:** Peter Pippin

**Others Present:** Superintendent E. Arthur Enderle III, Chief Operator Edward Alibozek, 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 Town Hall Annex, 25 School St, East Windsor, CT

**I. Public Hearing Scheduled at 7:00 p.m.**

**Motion:** To open the public hearing on proposed revision to sewer user charges, as set forth in a legal notice published in the *Journal Inquirer* on May 17, 2013.

Davis/Riggott  
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 17, 2013.

Davis/Riggott  
Passed unanimously

No one from the public was present for the public hearing. Mr. Anderson read the first paragraph of the legal notice.

**Motion:** To close the public hearing on proposed revision to sewer user charges.

Davis/Riggott  
Passed unanimously

**II. Action on Proposed Revision to Sewer User Charges**

**Motion:** To adopt the proposed revision to sewer user charges in accordance with the legal notice published in the *Journal Inquirer* on May 17, 2013.

Davis/Riggott  
Passed unanimously

**Motion:** To impose a rate of \$326.00 per sewer user unit based on 5,022 sewer units, for a billable budget of \$1,637,172 for the FY2013-14.

Davis/Tyler  
Passed unanimously

**III. Added Agenda Items**

There were no added items.

**IV. Acceptance of Minutes of April 24, 2013**

**Motion:** To accept the minutes of April 24, 2013.

Davis/Riggott  
Passed unanimously

## **V. Communications**

There were no communications.

## **VI. Visitors**

There were no scheduled visitors.

## **VII. Public Participation**

There was no public participation.

## **VIII. Receipt of Applications**

Sofia's Plaza, 2 North Rd – Broad Brook Brewing LLC, COM2013-003

**Motion:** To receive the application of Sofia's Plaza, 2 North Rd – Broad Brook Brewing LLC, COM2013-003.  
Davis/Riggott  
Passed unanimously

## **IX. Legal**

Mr. Anderson reported that Attorney Purnhagen was unable to attend the meeting.

## **X. Unfinished Business**

Meadow Farms/Hillside Farms

**Motion:** To accept the sewer easement between Meadow Farms Association Inc. and the Town of East Windsor dated the 20<sup>th</sup> day of May 2013.  
Davis/Riggott  
Passed unanimously

**Motion:** To accept the sewer easement between Hillside Farms Association Inc. and the Town of East Windsor dated the 10<sup>th</sup> day of May 2013.  
Davis/Riggott  
Passed unanimously

Mr. Anderson explained that the easements give the WPCA access to the property to perform maintenance. The WPCA does not own the sewers.

## **Union Negotiations**

Mr. Anderson explained that they have met and discussed the language in the contract. There have not been any wage increase discussions. No agreements will be made until the information has been brought to the Board.

## **XI. New Business**

Bill Sheet Review

There were not any questions. Mr. Tyler felt they were in good shape with the budget.

## **XII. North Road Sewer Extension Phase II**

Mr. Anderson explained that Spazzarini was making progress. They can't work on North Road until DOT gives approval.

## **XIII. Approval of Applications**

Sofia's Plaza, 2 North Rd – Broad Brook Brewing LLC, COM2013-003

The Board felt they should hold off with approving the application as the plans don't have an engineer's stamp. This will not hold them up; they can proceed.

**Motion:** To suspend the regular meeting for the purpose of holding the scheduled public hearing.  
Davis/Riggott  
Passed unanimously

#### **XIV. Public Hearing Scheduled at 7:30 p.m.**

**Motion:** To open the public hearing for Agnelli, 166 Prospect Hill Rd.  
Davis/Riggott  
Passed unanimously

There was no one present for Agnelli, 166 Prospect Hill Rd. Mr. Alibozek explained that this is an existing single family home and one half of the FCC has been paid.

**Motion:** To close the public hearing for Agnelli, 166 Prospect Hill Rd.  
Davis/Riggott  
Passed unanimously

**Motion:** To resume the regular meeting.  
Davis/Riggott  
Passed unanimously

#### **XV. Action on Facility Connection Charges**

**Motion:** To impose the Facility Connection Charge as published for Agnelli, 166 Prospect Hill Rd.  
Tyler/Riggott  
Passed unanimously

#### **XVI. Consulting Engineer**

##### Work Order Status

Mr. Dombrowski reported that there are five work orders. A draft memo was provided regarding the status of work order #1. Mr. Dombrowski reported that he, Mr. Fedder and Mr. Alibozek met with Mr. Enderle to review Woodard & Curran's findings. Mr. Dombrowski reviewed the memo with the board. Mr. Dombrowski explained that this memo and presentation to the WPCA will complete work order #1. Mr. Enderle explained that he has had numerous meetings with Ms. Menard and Ms. Cabral but he hasn't had proof regarding the balance until now. Mr. Dombrowski explained that the Board and Mr. Enderle will need to have a plan to present to the Town. The information needs to get in the hands of the Town and a meeting will need to be scheduled. Mr. Enderle felt a preliminary meeting with Ms. Menard, Ms. Cabral, Mr. Anderson, Mr. Alibozek and himself would be a good idea. Mr. Enderle and Mr. Anderson would like to resolve this in this fiscal year. Mr. Dombrowski suggested that the FCC funds be put in a separate WPCA account. By State Statute, this money needs to be kept separate. Mr. Tyler felt the Town would not want to put the funds into a separate WPCA account. It is a benefit to the Town to have the funds in a Town account. The Board will review the memo and provide comment by Monday, June 10, 2013. If there are a lot of comments, a special meeting will be scheduled; if there are a few comments a conference call will be conducted. The special meeting will need to take place June 11<sup>th</sup> or 12<sup>th</sup>. Mr. Tyler was concerned with the process of presenting the information to the Town. Mr. Alibozek explained that the WPCA will come to an agreement and an interim, informal meeting will be set up with Ms. Menard and Ms. Cabral. Mr. Tyler explained that he doesn't want to push too hard. Mr. Dombrowski asked Mr. Tyler what his concerns are. Mr. Tyler felt having the money in a Town account helps the Town's bond rating. Mr. Alibozek explained that it is important to clarify the financials in June; the money will be needed for planned CIP projects. Between July and November approximately \$200,000 will be needed for the roofs and the HVAC systems. Mr. Tyler felt that since the Town owns the buildings that they should be paying for the CIP projects. Mr. Riggott explained that the Town has paid for projects for the WPCA. The Town is paying for the North Rd Sewer Extension. Mr. Tyler feels the Town receives a benefit from the sewer projects. Mr. Dombrowski explained that the WPCA gets more of a benefit through connections. Mr. Tyler agreed that the Town and the WPCA receive a benefit. Mr. Tyler is concerned they are setting a precedent with CIP projects being funded by the WPCA. He is concerned that the money in Fund 10 will go quickly. Until a couple of years ago, the Town had funded CIP projects. Mr. Riggott explained that the Town can't afford to fund the

WPCA's CIP projects. Mr. Alibozek listed projects the Town has done for the WPCA: Newberry Rd Pump Station, Prospect Hill Dr Extension, Prospect Hill Rd Interceptor, North Rd Sewer Extension phases 1 & 2, a roof repair and the purchase of a jet truck. Mr. Dombrowski explained to the Board that their task is to review the memo and provide their comments by June 10, 2013.

Mr. Dombrowski explained that Work Order #2 was the development of a CIP Plan. Woodard & Curran has met with the staff at the WPCF and Mr. Dombrowski will review it with Mr. Enderle. Work Order #3 was the SCADA system; this is complete. Work Order #4 was the evaluation of the Administration Building HVAC system and has been completed. Work Order #5 is for the AC system for the Administration Building. The unit will be ordered and the project put out to bid. The target date for completion is the July 4<sup>th</sup> weekend.

## **XVII. New Business**

### **Superintendent's Report**

Mr. Anderson reported that the Town received a Risk Management Achievement and asked Mr. Alibozek to explain. Mr. Alibozek, Chairman of the East Windsor Risk Management Committee, explained that he attended the award reception with fellow committee members on May 10<sup>th</sup>. He said it was very nice that First Selectman Denise Menard brought Town employees to the banquet. Mr. Alibozek stated that the East Windsor Risk Management Committee has done a good job with no budget. The Committee received a nice plaque that will be displayed in Town Buildings. Mr. Anderson pointed out the training certificates Mr. Karolczuk and Mr. Alibozek earned in the meeting packet. Mr. Alibozek explained that the staff is doing well with training done outside of the workplace.

Mr. Enderle explained that he has been out for 2 months but has tried to be involved. He has had meetings with Mr. Alibozek and Mr. Dombrowski at his house. He has 6 guys doing the job of 7 people; the plant has run well while he was away. Mr. Enderle thanked the Board for approving the budget he put together.

## **XVIII. Adjournment**

**Motion:** To adjourn the meeting at 8:34 p.m.  
Riggott/Davis

Respectfully submitted,

Laura Michael  
Recording Secretary