

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

**Minutes of Meeting of July 31, 2013**

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

**Members Absent:** Peter Pippin

**Others Present:** Superintendent E. Arthur Enderle III, Chief Operator Edward Alibozek, WPCA Attorney Vincent Purnhagen, Kathy Pippin, Board of Finance, Dick Pippin, Board of Selectmen, 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 Admin Building, 192 South Water St, East Windsor, CT

**I. Added Agenda Items**

No items were added.

**II. Acceptance of Minutes of June 26, 2013**

**Motion:** To accept the minutes of June 26, 2013.  
Davis/Tyler  
Passed unanimously

**III. Election of Officers**

Mr. Tyler nominated Mr. Anderson for Chairman and Mr. Riggott seconded the nomination. Nominations for Chairman were closed.

Mr. Tyler nominated Mr. Davis for Vice Chairman and Mr. Riggott seconded the nomination. Nominations for Vice Chairman were closed.

**Motion:** To appoint Paul Anderson as Chairman and Tom Davis as Vice Chairman.  
Tyler/Riggott  
Passed unanimously

**IV. Communications**

Mr. Anderson read a letter from Sandra Taylor, 309 Meadowview Dr, regarding the rate increase. Mr. Anderson provided a draft of a response to her letter for the Board members. The letter will be sent to Ms. Taylor.

**V. Visitors**

None of the scheduled visitors were present. Mrs. Laurie Martino, 88 Main St, Broad Brook was present to discuss her sewer use bill. Mr. Alibozek explained that the property had been charged for 12 units since 2007; Mrs. Martino has owned the property since 2004. Mrs. Martino had called the WPCA office about the increase in the sewer rate and discovered she was being billed for 12 units when the property has only 7 units. Carol Madore, East Windsor Assessor inspected and verified that there are 7 units in the building. Mrs. Martino's current sewer bill has been adjusted. She would like a credit for all the years she has been billed for 12 units. The building had been renovated and converted from 12 to 7 apartments in 2007. The WPCA had been unaware of the change. Mr. Enderle explained that the WPCA relies on property owners or the Town to provide information. Mr. Enderle explained that it has been the policy to not go back and adjust prior years. Mr. Tyler felt the current year should be adjusted. Mrs. Martino asked the Board to show her where it states she could not be credited. She didn't understand that she was being billed for 12 units. Mr. Enderle suggested he could put together a document "How to Read Your Sewer Use Bill". Mr. Anderson explained they could adjust this year's bill. They have to apply the rules equally to all. Mrs. Martino explained that she would like to

pay what she owes; she wants to be treated fairly. She asked what the next step would be. Mr. Anderson replied that he would need to speak to the WPCA Attorney. Mr. Enderle said he would email Attorney Purnhagen. Mr. Enderle explained that they have had a policy in the past. Mr. Tyler felt the WPCA would need to rely on Town and State regulations.

#### **VI. Public Participation**

There was no public participation.

#### **VII. Receipt of Applications**

There were no new applications.

#### **VIII. Approval of Applications**

There were no applications to be approved.

***\*Attorney Purnhagen arrived at 7:29 p.m. and remained until adjournment***

#### **IX. Legal**

Attorney Purnhagen explained that he has the signed easement from the DiPietros. The WPCA will need to accept the easement. Attorney Purnhagen will file all of the easements when the DiPietro easement is accepted.

**Motion:** To accept the sewer easement from Giuseppe & Antonetta Dipietro, 19 Farms Rd, signed and dated the 26<sup>th</sup> of June 2013.  
Tyler/Davis  
Passed unanimously

**Motion:** To suspend the meeting for the purpose of holding the public hearing scheduled at 7:30 p.m.  
Tyler/Davis  
Passed unanimously

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

**Motion:** To open the public hearing Sofia's Plaza LLC, 2 North Rd.  
Tyler/Riggott  
Passed unanimously

There was no one present for Sofia's Plaza LLC, 2 North Rd. Mr. Enderle explained that this is the brewery going into Sofia's Plaza and none of the FCC has been paid.

**Motion:** To close the public hearing Sofia's Plaza LLC, 2 North Rd.  
Tyler/Riggott  
Passed unanimously

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

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

**Motion:** To impose the Facility Connection Charges for Newberry Village LLC, 49 Mourning Dove Trail through Alaimo, 5 Farms Rd.  
Tyler/Riggott  
Passed unanimously

**Motion:** To impose the Facility Connection Charge for Sofia's Plaza LLC, 2 North Rd.  
Tyler/Riggott  
Passed unanimously

## **XII. Consulting Engineer**

### **Work Order Status**

Mr. Enderle received a letter from Woodard & Curran regarding the closed work orders. Mr. Dombrowski explained there are two open work orders; the Capital Improvements Plan and the HVAC Improvements. The 1<sup>st</sup> part of the HVAC Improvements is nearly closed. The 2<sup>nd</sup> phase of the HVAC improvements is the heating. Mr. Dombrowski explained that there will be a pre-bid meeting the week of August 12<sup>th</sup>, the bid opening the week of August 19<sup>th</sup>, the work will begin in September and be completed by October. Mr. Enderle asked the Board if they would like to task Woodard & Curran with the heating for the pre-treatment building. Mr. Enderle explained that he and Mr. Alibozek are scheduled to meet with Tim Mulcahy regarding the roofs. Mr. Dombrowski expressed concern over the roof drainage. Mr. Anderson asked if they were looking at one roof. Mr. Enderle replied yes. Mr. Tyler felt they should not wait too long. Woodard & Curran will put together a scope of work for the heating system for the pre-treatment building.

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

Mr. Enderle explained that Spazzarini had been pulled off of North Rd and have started down Wells Rd. Mr. Enderle will be attending a Wetlands meeting with Jay Ussary for the modification that DOT is looking for. DOT will not allow the sewer in the road as was originally approved. Mr. Tyler expressed his concern with infiltration. He asked if the manholes would have gasket covers. Mr. Enderle answered that they would.

## **XIV. Unfinished Business**

### **Benefit Assessment Policy**

This was not discussed.

## **XV. New Business**

### **Budget Line for Retained Earnings**

Mr. Anderson explained that the WPCA needs a way to manage what happens with money not expended from the prior year's budget. It is rate payer's money and it needs to be used appropriately. This will help reduce the O&M budget.

**Motion:** The East Windsor WPCA authorizes the addition of a new budget line item for retained earnings.  
Tyler/Riggott  
Passed unanimously

### **Required Connections (Regs Sect 82-1.4)**

Mr. Anderson provided a copy of the Town Ordinance Regulating the Use of Public and private Sewers & Drains and explained that the WPCA has the authority to require properties to connect but they have not enforced it. Mr. Tyler feels that if the sewer passed in front of a property, they should have to connect. The dog training facility on North Rd has a well and would like to install a septic system. NCH is requiring them to connect to the sewer system. There building will be 700' from the road and the cost of connecting is approximately \$30,000; this will put them out of business. There was a discussion of requiring any new construction to connect and existing structures within a year or two. The USDA has low interest loans and grants available to property owners in the area. Mr. Anderson explained that any changes made would need to be done at a Town Meeting. This item will remain on the agenda.

Transfer \$5,811.00 to the 2012-13 Budget for the AC units

**Motion:** The East Windsor WPCA authorizes the transfer of \$5,811.00 from Fund 10, Sewer Assessment Fund Balance to DEEP WPCF Major Equipment (1-1-30-0210-7-799-0924).  
Davis/Riggott  
Passed unanimously

IT Status

Mr. Enderle explained that there have been periods of no email over the past couple of months. He would like the WPCA to have our own server and a dedicated person to maintain it. Mr. Anderson explained that our own server wouldn't solve the email problem.

Superintendent's Report

It was a busy month; there were many add on meetings. The meeting with the Board of Finance went well and everyone is in agreement with the numbers. Woodard & Curran did good work.

Bill Sheet Review

There were no questions.

Attorney Purnhagen was updated on 88 Main St, Mrs. Martino. It was explained she found out she was being billed for 12 units when the building has 7 apartments. She would like a credit to her account for the prior years. Mr. Anderson explained a change was made to the Assessor's card but the WPCA had no knowledge of the change. Attorney Purnhagen will look into what can be done. Mr. Anderson would like to do the right thing. Mrs. Martino expressed her appreciation.

**XVI. Adjournment**

**Motion:** To adjourn the meeting at 8:26 p.m.  
Tyler/Riggott

Respectfully submitted,

Laura Michael  
Recording Secretary