

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

Minutes of Meeting of October 30, 2013

Members Present: Paul Anderson, Tom Davis and Chuck Riggott

Members Absent: Dave Tyler

Others Present: Superintendent E. Arthur Enderle III, Chief Operator Edward Alibozek, WPCA Attorney Vincent Purnhagen, Paul Dombrowski, Woodard & Curran, Tim Coon, JR Russo, Mike McCarthy, Platinum Auto Spa 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

There were no added agenda items.

II. Acceptance of Minutes of September 25, 2013

Motion: To accept the minutes of September 25, 2013.
Riggott/Davis
Passed unanimously

III. Communications

Mr. Anderson received a letter from CT DEEP requesting contact information to update their mailing list and email addresses.

IV. Visitors

There were no scheduled visitors.

V. Public Participation

There was no public participation.

VI. Receipt of Applications

There were no new applications.

VII. Approval of Applications

There were no applications to be approved.

VIII. Legal

Notification of Bankruptcy or Foreclosure

Attorney Purnhagen explained that the WPCF office would not be notified of a foreclosure. The office should be notified of the bankruptcy as long as the attorney does a proper search. Payment of a warrant was made online and did not cover the Marshal's fee. Attorney Purnhagen was asked if the warrant fee could be added to the warrant. Attorney Purnhagen explained that it is up to the collector to collect his fee. Attorney Purnhagen was given three returned warrants and authorized to pursue collection.

IX. Consulting Engineer

Work Order Status

Mr. Dombrowski explained there are three open work orders. Work Order #2, CIP, Woodard & Curran is working on finalizing a second draft with Mr. Enderle. Work Order #5, Heating in the Administration Building, is nearly complete and is functional. Mr. Enderle is very happy with the work and Mr. Alibozek stated the contractors were easy to work with. Mr. Enderle explained that Marc Brennan has been invaluable during this project. Work Order #6, Heat for the Preliminary Building, Mark Jacobs of Woodard & Curran has been working with Mr. Enderle and Marc Brennan and this is coming close to bid. Mark Jacobs is working on the design and Marc Brennan is getting information on heating units. Mr. Enderle asked Mr. Dombrowski how much the WPCA has saved by buying the materials themselves and doing some of the inspections. Mr. Dombrowski replied between 25 and 40%.

X. North Road Sewer Extension Phase 2

Mr. Enderle reported that the project is going well. He just signed two change orders; they were positive change orders. They have been able to pave two Town roads. Wells Rd and Rolocut Rd will be 100% complete in the next week or two. The sewer will be functional. The grass areas have been seeded but may need to be over seeded in the spring. Mr. Coon projected that the project won't be completed until next year. Mr. Enderle explained that the project delayed by DOT. Mr. Enderle explained that the WPCA has lent the Town a considerable amount of money and the loan closing may not happen until March.

XI. Unfinished Business

Transfers

There were no transfers.

Required Connections (Regs Sect 82-1.4)

Attorney Purnhagen provided language for the ordinance change. Mr. Enderle explained that the Board of Selectmen would need to approve moving it to a Town Meeting.

Mr. Anderson explained that the USDA had made promises about helping people connect to the sewer with grants and low interest loans. He is going to request that the USDA provide a person to go door to door with pamphlets.

IT Status

Mr. Enderle reported that the Town is going forward with the purchase of the permitting software even though the Town doesn't have an IT person. Mr. Anderson feels it is critical to have an IT person.

Benefit Assessment Policy

This was not discussed.

Motion: To suspend the regular portion of the meeting for the purpose of holding the public hearing scheduled at 7:45 p.m.
Tyler/Riggott
Passed unanimously

XII. Public Hearing Scheduled at 7:45 p.m.

Motion: To re-open the public hearing for Wolf/Guerra, 30 South Main St.
Riggott/Davis
Passed unanimously

Tim Coon, JR Russo and Mike McCarthy, Platinum Auto Spa were present for 30 South Main St. Mr. Enderle explained that when Platinum Auto Spa originally came before the Board for review Town Engineer Len Norton approved their plans and was in agreement with the estimated usage. Platinum Auto Spa reported there would be a 35% carry off of wash water and they planned to recycle water. Mr. Enderle factored in the 35% carry off in the revision but they are not recycling water. He explained that the first half of the charge will be due by September 1, 2014 and the remainder would be billed out beginning September 1, 2015 in seven installments. Tim Coon was in agreement with the revision numbers. Mr. McCarthy asked if the Board could change the payment plan. Attorney Purnhagen explained that it's in the regs which the WPCA has to go by. Mr. McCarthy thanked the WPCA for being so easy to deal with. The Department has been excellent to work with. Mr. McCarthy asked if he could install a meter for his irrigation system. Mr. Enderle said he could. Mr. Enderle asked that he call when it is installed so the WPCF staff could verify it was installed correctly and take an initial reading. Each year a reading would be taken by the WPCF and deducted from the sewer bill. Mr. McCarthy and Mr. Coon thanked the Board and left the meeting at this time.

Motion: To close the public hearing for Wolf/Guerra, 30 South Main St.
Riggott/Davis
Passed unanimously

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

XIII. Action on Three Year Review

Motion: To impose the FCC based on revised data which calculates to 16 EDU's.
Riggott/Davis
Passed unanimously

XIV. New Business

Policy for Adding Marshal Fee if Payment is Made Online

This was discussed under legal.

2014 Meeting Schedule

Motion: To accept the 2014 Meeting Schedule as presented.
Riggott/Davis
Passed unanimously

Bill Sheet Review

There weren't any questions.

Superintendent's Report

Mr. Enderle reported it was a busy month. Jon Ference received a certificate for completing O&M of Wastewater Collection Systems, Katherine Kneeland, WPCA temporary employee, received a certificate for completing Operation of Wastewater Treatment Plants and Konrad Karolczuk received a certificate for completing Manage for Success. Mr. Enderle explained that they went in to change the seals in the secondary clarifier. They realized they needed to replace the drive belt, sand blast and paint. They contacted Ovivo but they could to the drive unit only. The quote for the drive unit from Ovivo was \$75,000 to \$95,000. They contacted New England Pump and Valve and got a quote for all

the work. NEPV's quote was \$85,000 to sand blast and paint; \$17,000 for the gear case. NEPV has been here working for two weeks. Mr. Enderle wanted to make the Board aware of the repair.

Mr. Enderle explained to the Board that the WPCA has two ways to get money, Facility Connection Charges and Sewer Use Fees. FCC money has been used for makeup work and sewer use fees fund O&M and CIP. Mr. Enderle is concerned. He feels paying for the clarifier repair out of FCC's is justified. He explained that there isn't much money in the STIF accounts. They need to put money in. The WPCA has been going through money at a good rate. Mr. Enderle explained that the WPCA needs to start to carry the cost of the plant on the rate payers.

Mr. Enderle reported that he put an ad in the paper for an entry level employee. The WPCA had budgeted for this in January but they need the person now. Funds can be reallocated within the budget.

Mr. Enderle handed out copies of the roof repair progress report. He is very happy with the quality of the work.

XV. Adjournment

Motion: To adjourn the meeting at 8:30 p.m.
Riggott/Davis

Respectfully submitted,

Laura Michael
Recording Secretary