

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

**Minutes of Meeting of June 24, 2015**

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

**Members Absent:** Kirk Montstream

**Others Present:** Superintendent E. Arthur Enderle III, Chief Operator Ed Alibozek, WPCA Attorney Michael Lanza, Selectman Dale Nelson, Board of Finance Member Kathy Pippin and Recording Secretary Laura Michael

**Time and Place**

Paul Anderson, Chairman, called the meeting to order at 7:03 p.m. at the WPCA Admin Building, 192 South Water St, East Windsor, CT

**I. Added Agenda Items**

Under New Business, add Transfer.

**II. Acceptance of the Minutes of May 27, 2015**

This will be on the July agenda.

**III. Communications**

There were no communications.

**IV. Visitors**

There were no visitors.

**V. Public Participation**

Selectman Dale Nelson reported that she has told the Board of Selectmen what a great job the WPCA does. The minutes, maintenance reports and meetings are terrific.

**VI. Receipt of Applications**

Mercury Fuel, 9 South Main St, COM2015-005

Mr. Enderle explained that he had received Town Engineer Len Norton's comments. The plans need to be modified. Mr. Enderle sent a letter to the applicant and to their engineer. The application is incomplete and can't be accepted.

**VII. Approval of Applications**

There were no applications to be approved.

**VIII. Legal**

It was reported that payment had been received on a delinquent account that was discussed last month. Attorney Lanza was provided with information regarding a delinquent account that has filed bankruptcy. Attorney Lanza explained that no attempts at collection can be made while the person is in bankruptcy. He was asked if the WPCA needs to provide anything to the bankruptcy court; he replied no.

**IX. Unfinished Business**

Discussion of Sanitary Sewer Construction Agreement

Mr. Enderle had provided copies of this agreement to the Board last month. It was felt that they would need to define a development. Attorney Lanza stated that the agreement looks good. Mr. Enderle explained that it would be good to have a document in place and ready for West River Farms. There was a discussion regarding a developer extending a sewer that would benefit other individual properties. If another individual were to connect, would the developer be able to recoup some of his

cost. It was explained that there would be a need for an engineer value estimate. Mr. Tyler explained that this would need to be spelled out. Attorney Lanza felt this could be handled like a benefit assessment. The cost would need to be established at the beginning. The value of putting in the sewer today would have to be the same value in 10 years. Mr. Anderson explained they would need to put in language and have a method for creating a standard. The cost of the sewer at the time of installation would be the number to go with. The individual would pay their fair share of the cost of the sewer when it was put in. Mr. Anderson explained that the key is to establish a value today and that value will be the same in ten years. Mr. Tyler felt they should have a boiler plate agreement. Attorney Lanza suggested a rate established by the Town Engineer and approved by the WPCA. Mr. Enderle asked if this would be part of the agreement; he doesn't want this to hold up the Sanitary Sewer Construction Agreement. Mr. Alibozek explained that once the sewer is in the street, it is public sewer and the Town owns it. Can the developer recoup his cost? Mr. Anderson replied yes; just as the Town can by a benefit assessment. Mr. Enderle and Attorney Lanza will work on this for next month. It was decided that a development would be defined as more than 5 lots.

#### Action on Delinquent Policy

Mr. Enderle presented a policy to the Board. He explained that it is urgent that this policy be adopted. The budget was based on increased collection. The bills have gone out and a policy is needed. A revision to the payment received by date was made. Instead of using a specific date, it was felt the 1<sup>st</sup> Tuesday of August, September and October was better. Mr. Enderle went over a time table with the Board. He explained that this will get people to pay quicker before all the fees add up. This will help people help themselves. Mr. Enderle stated that this year's rate increase was held to \$4 with the understanding there would be a more stringent collection process. Mr. Anderson understands that a policy is needed. Mr. Riggott felt they needed to start with something. Mr. Tyler explained he didn't see anything for hardship cases. Mr. Enderle explained that time payment plans would be allowed as long as bill is paid within 12 months. Warrants that are returned uncollectable by the current Marshal will be turned over to the Tax Collector's Marshal.

**Motion:** To adopt the Delinquent Collection Policy as revised.  
Riggott/Tyler  
Passed unanimously

The Board was presented with 2 returned warrants. The first property is in foreclosure and the Board decided to wait and not send it to the next level of collection. The second returned warrant will be sent to the next level of collection.

**Motion:** To move to the next level of collection with Hookup #001030.  
Tyler/Riggott  
Passed unanimously

#### IT Status

It has been working.

#### **X. New Business**

##### Bill Sheet Review

There was nothing out of the ordinary. The month is still active and invoices will still be received.

##### Superintendent's Report

Mr. Enderle explained that Mr. Alibozek has been working on a FEMA Mitigation Grant and the WPCA has been awarded funding. The total budget is \$42,818 with a 75% federal grant award of \$32,114. The WPCA will have to pay \$10,704. Mr. Alibozek thanked Mr. Enderle for his patience and the Board for their leniency. Mr. Alibozek explained they have remote sensors at 7 of the 10 pump stations. This grant will allow them to install remote sensors at the 3 remaining pump stations; Scout Hall, Industrial Park and Route 5. Mr. Alibozek reported that the grant had been accepted 4 times but there was always a snag. Gemma Fabris, CFM, Deputy State Hazard Mitigation Officer, CT Dept. of Emergency Services & Division of Emergency Management and Homeland Security visited the plant and awarded

the grant. She commented that this is a fabulous project. The Industrial Park installation has been completed and Route 5 will be done along with the other upgrades to that station beginning next week. The remote sensors are a production time saver and provide a huge savings. Mr. Enderle gave kudos to Mr. Alibozek.

Mr. Enderle reported that it had been a busy month. Improvements have been made and productivity increased. The staff is gearing up for the Route 5 project. The staff has been trying creative things with sludge disposal; there is less sludge & less nitrogen. This is being done without more manpower or chemicals. Mr. Enderle thinks they can save 10% of the sludge removal costs.

Mr. Anderson asked Mr. Alibozek about his certificate from ESRI, Preparing to implement ArcGIS Online. Mr. Alibozek replied that they have an idea of doing some of their own camera work. They would like to have the mapping on a personal device for use out in the field. They are working to make Jon Ference an expert on the collection system.

#### Election of Officers to be held at the July meeting

Mr. Anderson reminded the Board that elections will be held in July.

#### Transfer

**Motion:** To transfer \$9,805.00 from FCC Fund to 2014-15 WPCA CIP (2720 110600 59600).  
Tyler/Riggott  
Mr. Enderle explained this is for the Corrosion Probe invoice.  
Passed unanimously

There was no Executive Session.

#### **XI. Adjournment**

**Motion:** To adjourn the meeting at 8:15 p.m.  
Tyler/Riggott

Respectfully submitted,

Laura Michael  
Recording Secretary