

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

Minutes of Meeting of January 25, 2017

Members Present: Paul Anderson, Dave Tyler, Chuck Riggott and Kirk Montstream

Others Present: WPCA Superintendent E. Arthur Enderle III, WPCA Chief Operator Edward Alibozek, WPCA Attorney Michael Lanza 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. Pledge of Allegiance

The Pledge of Allegiance was recited.

II. Added Agenda Items

No items were added.

III. Acceptance of Minutes of November 30, 2016 and January 12, 2017

Motion: To accept the minutes of November 30, 2016 and January 12, 2017
Riggott/Montstream
Passed unanimously

IV. Communications

There were no communications.

V. Visitors

There were no scheduled visitors.

VI. Public Participation

There was no public participation.

VII. Receipt of Applications

Crane Properties LLC, 118 Prospect Hill Rd, COM2016-005

Mr. Enderle reported that this property is behind Eversource and the Stake Company. Mr. Crane has a land clearing business and has installed a bathroom. He has put in 300' of main line sewer and two manholes.

Motion: To accept the application of Crane Properties LLC, 118 Prospect Hill Rd, COM2016-005.
Riggott/Montstream
Passed unanimously

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

VIII. Public Hearing

Motion: To open the public hearing for Newberry Village LLC, 6 Mourning Dove Trail.
Riggott/Montstream
Passed unanimously

There was no one present for Newberry Village LLC, 6 Mourning Dove Trail. Mr. Enderle explained that this is an active adult property and one half of the FCC has been paid.

Motion: To close the public hearing for Newberry Village LLC, 6 Mourning Dove Trail.
Riggott/Montstream
Passed unanimously

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

IX. Action on Facility Connection Charges

Motion: To impose the facility connection charges as published for Newberry Village LLC, 6 Mourning Dove Trail.
Riggott/Montstream
Passed unanimously

X. Legal

Mr. Anderson asked Attorney Lanza about revising the Ordinance and whether it needs to be an ordinance or a regulation. Attorney Lanza felt that it doesn't need to be an ordinance. The WPCA has the authority to move away from an ordinance and use a regulation. Mr. Enderle said it's his understanding that an ordinance had to go to the Town but a regulation can be changed here. Attorney Lanza said that is correct. Attorney Lanza will contact the Town Attorney regarding the change from an ordinance to a regulation.

XI. Approval of Applications

Motion: To approve the application of Crane Properties LLC, 118 Prospect Hill Rd, COM2016-005, revision to site plan, revision date 8/24/16, prepared for Crane Properties, LLC, 118 Prospect Hill Road, East Windsor, CT, by Denno Land Surveying & Consulting, LLC, 2 Tunxis Rd, Tariffville, CT 06081, Sheet No. 4 of 6.
Tyler/Riggott
Passed unanimously

XII. Unfinished Business

IT Status

Mr. Enderle explained that Jon Ference and Ed Alibozek have been going to IT school. Mr. Alibozek has passed his 1st Certification. Mr. Alibozek explained that they had recently gone wireless at the plant from the tallest building. There is now a wireless network between three buildings. Mr. Enderle is very pleased with how this is going.

Benefit Assessment Policy

This was not discussed.

XIII. New Business

Presentation Regarding Step Increases and Positions

Mr. Enderle and Mr. Alibozek provided information regarding positions and step increases. Mr. Enderle explained that at MDC operators are able to test to receive step increases. The cost if everyone maximized this for the first year would be \$16,000. This could be funded by reducing the CIP by \$16,000. Mr. Riggott felt that this should be done at contract time. Mr. Tyler agreed but he liked the concept. Mr. Riggott didn't like the longevity step; neither did Mr. Tyler. Mr. Montstream felt this should be looked at during contract negotiations unless the whole contract was opened at this time. Mr. Tyler likes the concept; it gives the employees a guide to earn by. Mr. Tyler felt there would be a need for requirements to meet the steps. Mr. Enderle asked the Board to take a look at what they were given and to provide feedback. Mr. Anderson explained that there is no defined method for anyone to get an increase.

Mr. Enderle provided a draft of the FY2017-18 budget. He explained the line items that had increases or decreases. With this budget and a 96% collection rate, the sewer use rate would be \$388.

Bill Sheet Review

Mr. Anderson reported that the current budget is on track.

Superintendent's Report

Mr. Enderle explained that he oversees the Leadership Program and Management Forum. Jon Ference and Katherine Kneeland both attended and have certificates in the meeting packet. Konrad Karolczuk has a Lab Analysts training certificate and Laura Michael has a CT Tax Collector's Certificate. Mr. Enderle reported that the Industrial Park and Mill Pond pump station upgrades have been completed. They went very well. Both stations have new generators, new electrical panels and new SCADA systems. The WPCF acted as the general contractor. It was a very busy month and there were a lot of accomplishments.

Transfers

There were no transfers.

XV. Adjournment

Motion: To adjourn the meeting at 8:29 p.m.
Riggott/Montstream
Passed unanimously

Respectfully submitted,

Laura Michael
Recording Secretary