

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

**Minutes of Meeting of March 29, 2017**

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

**Members Absent:** Kirk Montstream

**Others Present:** WPCA Superintendent E. Arthur Enderle III, WPCA Chief Operator Edward Alibozek, WPCA Attorney Michael Lanza, Tim Coon, J.R. Russo 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**

Calamar, Inc. COM 2017-001 was added to Receipt of Applications.

**III. Acceptance of Minutes of February 22, 2017**

**Motion:** To accept the minutes of February 22, 2017 as presented.  
Riggott/Tyler  
Passed unanimously

**IV. Communications**

There were no communications.

**V. Visitors**

There were no visitors scheduled.

**VI. Public Participation**

There was no public participation.

**VII. Receipt of Applications**

Calamar, Inc. 20 North Rd, COM 2017-001

Tim Coon from J.R. Russo presented the plan for Calamar Inc. He explained that this is a 122 unit, 3 story, adult apartment building. Calamar Inc. operates several facilities and has submitted water usage data which equates to 57 gallons per day per room. A connection charge of 53 EDU's has been negotiated. Calamar will own the building and rent the units. Flow data was used to determine the connection charge. It was explained that the FCC was negotiated with the sewer commission. Calamar will be charged for 122 units for their sewer use charge. Construction is expected to begin in the spring or summer and take about 18 months to complete. Mr. Tyler asked if they had acknowledgement from Town Engineer Len Norton that he has reviewed the plans and has no issues. Mr. Enderle will get a memo from Mr. Norton.

**Motion:** To receive the application of Calamar, Inc., 20 North Rd, COM2017-001.  
Riggott/Tyler  
Passed unanimously

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

**Motion:** To approve the application of Calamar, Inc., 20 North Rd, East Windsor, CT, Map 112, Block 017, Lot 002, prepared by J.R. Russo & Associates, 1 Shoham Rd, East Windsor, CT 06088 with a revision date of 3/23/2017 sheet 7 of 14 subject to Town Engineer Len Norton's approval of this plan.  
Tyler/Riggott  
Passed unanimously

Mr. Coon thanked the board and left the meeting at this time.

### **IX. Legal**

#### **Sewer Ordinance Revision to Regulation**

There was a discussion of rescinding the Town Sewer Ordinance and making it a regulation. Attorney Lanza felt this was an ordinance because there was not a sewer commission at the time. Attorney Lanza will contact Town Attorney Joshua Hawks Ladd regarding the ordinance and report back to the commission.

### **X. Unfinished Business**

#### **FY2017-18 Budget**

Mr. Enderle presented the proposed FY2017-18 Operating Budget with the \$4 rate increase that he was tasked with. The packet also included CT DEEP Statutes, a Financial Summary and his recommendations. Mr. Enderle reported that Kim Lord told him they need to start using the sewer assessment funds. This year they are using \$200,000 from the FCC Fund for capital improvements. Mr. Tyler feels that as a commission they need to determine what a capital expense is. Mr. Enderle and Mr. Anderson explained that the WPCA had adopted the Town's policy; anything over \$7,000. This is already in place. Mr. Enderle explained they are funding \$200,000 of capital improvements out of the FCC Fund and reducing the rate increase to \$4; they may not be able to continue down this road more than one more year. They have been paying as they go; not taking on debt. The WPCF will be in really good shape in the next 3-5 years. The next step will be to work on the collection system. They are trying to be predictive. Mr. Anderson asked if they were ready to adopt the budget. Mr. Enderle explained the budget and the rate are based on 5,200 units and a 96% collection rate.

**Motion:** To adopt the FY2017-18 Budget as presented.  
Riggott/Tyler  
Passed unanimously

#### **IT Status**

Mr. Enderle reported it is very good. Mr. Ference and Mr. Alibozek have upgraded SCADA II and the front office computer. Mr. Alibozek explained that SCADA II runs all the processing. This is the first time a computer has been replaced before it has quit. There is now a hot spare.

#### **Benefit Assessment Policy**

This was not discussed.

## **XI. New Business**

### **Bill Sheet Review**

The budget is where it should be.

### **Superintendent's Report**

Mr. Enderle reported that it had been a busy month and went over some of the highlights of the report.

### **Transfers**

There were no transfers.

## **XII. Executive Session**

**Motion:** To suspend the regular meeting to enter into Executive Session to include all present to discuss delinquent collections.  
Tyler/Riggott  
Passed unanimously

**Motion:** To come out of Executive Session.  
Riggott/Tyler  
Passed unanimously

**Motion:** To proceed with foreclosure on the property located at 2 Gardner Street, East Windsor, CT.  
Riggott/Tyler  
Passed unanimously

## **XIII. Adjournment**

**Motion:** To adjourn the meeting at 8:24 p.m.  
Riggott/Tyler  
Passed unanimously

Respectfully submitted,

Laura Michael  
Recording Secretary