

**WATER POLLUTION CONTROL AUTHORITY
REGULAR MONTHLY MEETING
TUESDAY, JUNE 9, 2009**

MEMBERS PRESENT: Steven N. Wawruck, Jr., Gary Laurito, Joseph Calsetta, Dennis DeMaine, Edward Ferrari, Jeffrey Ives, and John McSweegan

MEMBERS ABSENT: Denise Balboni
Dana Steele, Town Engineer, Ex Officio

ALSO PRESENT: Scott C. Lappen, Director of Public Works, Ex Officio
Gary Kuczarski, Superintendent
Heather Kane, Recording Secretary

CALL TO ORDER: The meeting was called to order at 6:01pm by Steven N. Wawruck, Jr.

MINUTES: Gary Laurito made a motion: **"TO APPROVE THE MINUTES FROM THE APRIL 14, 2009 REGULAR MONTHLY MEETING"** - Seconded by Joseph Calsetta (passed 6 – 0, with one abstention for John McSweegan)

Joseph Calsetta made a motion: **"TO APPROVE THE MINUTES FROM THE MAY 12, 2009 REGULAR MONTHLY MEETING"** – Seconded by Dennis DeMaine. Gary Laurito verified with Gary Kuczarski that the claim into Connecticut Light and Power (CL&P) for the repair cost of the VFD was reduced by the cost of depreciation. Gary Laurito stated that CL&P has the right to take depreciation into account when replacing the whole motor but they are still obligated to pay the full cost of repair. Gary Kuczarski stated that the VFD that was in service was 7 years old. That should make no difference according to Gary Laurito. CL&P's policy still should be a replacement cost policy which states that if the damage is due to their fault their insurance company must cover the full cost of repair or replacement in kind. Gary Laurito will look into this and share with the Authority his findings at the next regular monthly meeting. The motion passed 4-0, with three abstentions for Gary Laurito, Edward Ferrari, and John McSweegan.

PUBLIC INPUT: None

FINANCIAL REPORTS:

- a. April 2009 Cash Reports
- b. May 2009 Cash Reports
- c. Corrected Cash Report for March 31, 2009

Gary Laurito made a motion: **"TO ACCEPT THE ITEMS A, B AND C UNDER FINANCIAL CASH REPORTS AS PRESENTED."** – Seconded by Joseph Calsetta (passed unanimously).

d. **CD Investments:** The Authority was given the CD Investment Spreadsheet for May 2009. This was handed out for informational purposes only. All of these CDs were invested at FDIC limits. Gary Laurito asked whether the FDIC limits on these CD Investments will automatically adjust if the limits do not continue after December 2009. Steven N. Wawruck, Jr. stated that these CDs do not continue past December.

CORRESPONDENCE: Gary Kuczarski received correspondence from the Finance Department that stated the WPCF has a liquidation fee for Fuel Oil that needs to be honored for the Fiscal Year 2008-2009. The WPCF had a contract with East River Energy that was based on last year's usage. The WPCF did not use the agreed upon amount of oil in FY 08-09 due to switching over to Natural Gas and the milder weather. The liquidation fee is charged because the WPCF used less than the contracted amount of oil. The WPCF is unable to take any more fuel oil as all of the tanks are at their full capacity.

Heather Kane received notification from Bank of America that they will be increasing their NSF: Returned Item Fee to \$35 per item. Therefore the WPCF will be increasing their NSF fee to \$35 as well. The WPCF uses Bank of America because the Town uses Bank of America. Steven N. Wawruck, Jr. informed the Authority that Barbara Bertrand has put a proposal together to look at other banking institutions to see if the Town can save any money in regards to fees and charges.

Gary Kuczarski informed the Authority that the WPCF is working with Bank of America to accept on-line payments beginning July 2009. Residents will be able to pay their sewer bill directly through the bank. Notices informing residents about the on-line payment option will be going out with the bills. The WPCF will still not be able to accept credit card payments.

The WPCF called on delinquent accounts during the month of May with very good results. Many residents paid due to the calls. Some residents even thanked the WPCF staff for the call. Gary Laurito asked if the WPCA is limited by statute to having two payments or can the WPCA just have a single payment bill. For some people it is a hardship to pay it all at once. Gary Laurito suggested looking into and researching the possibility of changing the sewer bill payments to once a year. The topic will be placed on next month's agenda for the Authority to discuss in regards to the following fiscal year.

OLD BUSINESS:

- a. **Atty. Chadwick's response to Authority's questions:** An e-mail from Attorney Chadwick was handed out to the Authority at the meeting. In the e-mail Attorney Chadwick recommended against the Authority's motion that exempted all municipally-owned buildings from being charged sewer user fees and/or creating a new category for municipally-owned buildings with a \$0 rate (see Minutes from the April 14, 2009 meeting). The motion, being subject to the attorney's approval, is therefore mute. Discussion on this topic is tabled until next month's meeting per the request of the Authority.
- b. **KFC:** Gary Kuczarski informed the Authority that KFC complied on time with the installation of the exterior grease interceptor.
- c. **DoubleTree Hotel:** Gary Kuczarski informed the Authority that he went back with the Board of Health to the DoubleTree Hotel where they are changing their menu and doing a major renovation. DoubleTree Hotel was informed that they will need to comply with the exterior grease interceptor requirement. They have a signed contract with Bednaz Excavating. The project is currently being held up due to a property line issue. DoubleTree wants to be sure that the tank is installed on their property and not the property of their neighbor. Steven N. Wawruck, Jr. asked what the approximate cost is for these businesses to install the exterior grease tank. The price can vary depending on the complexity of the work that needs to be done.
- d. **69 Old County Road:** The owner has already installed the exterior grease tank.
- e. **Fairfield Inn:** The Inn is going through a major renovation. Gary Kuczarski and the Board of Health met with representatives from the Inn. The Inn is working on installing the exterior grease interceptor.
- f. **Homewood Suites:** Homewood Suites is in the process of installing the necessary grease tank.
- g. **DEP – Nitrate Probe Funding:** The DEP held a meeting on May 20th. Gary Kuczarski has been told that the funding is there but it just has to go through a couple of more branches for approval which can take up to six months. The State suggested not purchasing anything until the WPCF receives a letter from the State saying the plan is approved. If approved, the WPCF will receive 75% grant funding up to \$40,000 on the purchase of the nitrate probes. The probes that the WPCF are looking at purchasing are \$12,000 a piece. Therefore, the WPCF will receive 75% funding on each. Everything though is on hold until the WPCF receives a letter from the State. The funds will remain in the Capital STIF account until then.

NEW BUSINESS:

- a. **2009-2010 Budget:** The budget has not changed since last month's WPCA meeting. Gary Laurito made a motion: **"TO ACCEPT THE PROPOSED BUDGET"** – Seconded by Edward Ferrari (passed unanimously).

RECESS FOR PUBLIC HEARING: Joseph Calsetta made a motion: **"TO RECESS THE REGULAR MONTHLY MEETING FOR THE PUBLIC HEARING"** at 6:23 p.m. – Seconded by Edward Ferrari (passed unanimously)

RECONVENE MEETING: At 6:32 p.m., Joseph Calsetta made a motion: **"TO RECONVENE THE REGULAR MONTHLY MEETING"** – Seconded by Edward Ferrari (passed unanimously).

Joseph Calsetta made a motion: **"TO ADOPT THE 'TOWN OF WINDSOR LOCKS WATER POLLUTION CONTROL AUTHORITY PROJECTED SEWER USER CHARGES FOR FISCAL YEAR 2009-2010' AS PUBLISHED IN ATTACHMENT A."** Gary Laurito made a friendly amendment to the motion: **"THAT A COPY OF THE WATER POLLUTION CONTROL AUTHORITY PROJECTED SEWER USER CHARGES FOR FISCAL YEAR 2009-2010 BE INCLUDED WITH THE MINUTES."** – Seconded by Edward Ferrari (passed unanimously).

At 6:34pm there being no other business to discuss, Joseph Calsetta made a motion: **"TO ADJOURN THE MEETING"** -- Seconded by Dennis DeMaine (passed unanimously)

Respectfully submitted,

Heather Kane
Recording Secretary

ATTACHMENT A

**TOWN OF WINDSOR LOCKS
WATER POLLUTION CONTROL AUTHORITY
PROJECTED SEWER USER CHARGES FOR FISCAL YEAR 2009-2010**

RATES BASED ON WATER USAGE

Residential Rate	\$ 3.86	Per 1000 gallons of water consumed. Total user fee based on adjusted annual water consumption *
Public Rate	\$ 3.86	Per 1000 gallons of water consumed
Commercial Rate	\$ 3.86	Per 1000 gallons of water consumed
Industrial Rate	\$ 3.86	per 1000 gallons of water consumed

Residential Well Users the average of the residential users

MINIMUM CHARGES

Residential	\$127.32 per year
Public	\$385.64 per year
Commercial	\$385.64 per year
Commercial Wells	\$385.64 per year
Industrial	\$551.28 per year

Charges reflect the consumption period between June 1, 2008 and May 31, 2009 and are due and payable on July 1, 2009. Interest will be charged on delinquent accounts at the rate of 1 1/2% per month, with a minimum charge of \$2.00, as provided by statute. Appeals for such charges must be filed within 30 days after the mailing of the bills. NOTE: Sewer Fees are the responsibility of the property owner.

SEWER CONNECTION FEES

Sewer Connection \$3,000.00 per each separately saleable, rentable
and/or transferable unit

This charge is applicable to each residential, commercial, industrial or public unit and is applicable to new construction and renovation work on a unit basis, with the exception of hotels, inns and motels as set forth below.

AS TO HOTELS, MOTELS, AND INNS, the following formula shall apply for purposes of calculating the connection/entrance fee:

\$2,000 per individual unit plus \$3,000

Note: This formula shall not apply to any other multi-dwelling structure

* Total consumption is adjusted in the following manner:
The highest of four consecutive quarters is eliminated. The remaining is divided by three and multiplied by four to arrive at an adjusted annual water consumption.