

**WATER POLLUTION CONTROL AUTHORITY  
REGULAR MONTHLY MEETING  
TUESDAY, MARCH 12, 2013**

**MEMBERS PRESENT:** Steven N. Wawruck, Jr., Denise Balboni, Jeffrey Ives, Kevin Brace, Robert Crochetiere, Dennis Gragnolati, William Hamel and Gary Laurito

**MEMBERS ABSENT:** 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:** Steven N. Wawruck, Jr. called the meeting to order at 5:32 p.m.

**MINUTES: January 8, 2013 Regular Monthly Meeting:** William Hamel made a motion: **TO ACCEPT THE MINUTES OF THE JANUARY 8, 2013 REGULAR MONTHLY MEETING** - Seconded by Gary Laurito. Without further discussion, the motion to approve the minutes passed 5 – 0 with two abstentions for Jeffrey Ives and Robert Crochetiere.

**February 12, 2013 Regular Monthly Meeting:** Kevin Brace made a motion: **TO ACCEPT THE MINUTES OF THE FEBRUARY 12, 2013 REGULAR MONTHLY MEETING** - Seconded by Robert Crochetiere. Gary Laurito stated that his name under "Members Absent" needs to be changed from "Dennis Laurito" to Gary Laurito. Robert Crochetiere noted that he was not absent but instead was 15 minutes late. Without further discussion, the motion to approve the minutes passed 5 – 0 with two abstentions for William Hamel and Gary Laurito.

**PUBLIC INPUT:** None

**FINANCIAL REPORTS:**

- a. **January 2013 and February 2013 Cash Reports:** Gary Laurito made a motion: **TO ACCEPT THE FINANCIAL REPORTS AS PRESENTED** - Seconded by William Hamel. Without further discussion, the motion passed unanimously.
- b. **CD Investments – update and changes:** There were no questions or discussion on the topic.

**CORRESPONDENCE:**

- a. **State of Connecticut – Wastewater Treatment Appreciation Day:** May 22<sup>nd</sup> is Wastewater Treatment Appreciation Day.

Gary Kuczarski attended the annual NEWEA conference and learned that the Water Environment Federation is trying to procure around \$30M in federal money to fund water awareness public announcements on the TV.

**OLD BUSINESS:**

- a. **Dexter's Flow Monitoring:** There is an increase in flow that may be caused by inflow and infiltration but there have been no more spikes.

Denise Balboni arrived at 5:39 p.m.

**b. Rate Schedule:**

- 1) During the October 9, 2012 WPCA meeting, the Authority discussed reducing the commercial minimum rate to be the same as the residential minimum rate. This would reduce revenue by about \$38,000. There are 282 commercial properties; 119 properties would be reduced to residential minimum rate from 189 properties currently being charged commercial minimum rate. The other 70 accounts would be charged for their actual usage. With about

5000 accounts, an increase of almost \$8.00 to each accounts' sewer use charge would be necessary to make up for the \$38,000 in lost revenue.

- 2) The Authority is concerned about commercial properties with very little usage being charged a minimum rate that corresponds to about 100,000 gallon usage. The Town is trying to encourage the growth of small businesses. The residential minimum rate, in comparison, corresponds to 31,000 gallon usage. The minimum rates are not determined by usage though but are instead determined by a percentage.
- 3) Gary Laurito suggested separating the commercial properties into two separate categories/tiers. One for low usage and one for higher usage.
- 4) Jeffrey Ives questioned having separate categories when the WPCA knows the water consumption for each property.
- 5) William Hamel suggested creating a flat service charge for all properties on Town sewer and then charging for any usage on top of that flat charge. This would require a change to the billing system.
- 6) If the commercial minimum rate is a set dollar amount, no change to the billing system is necessary. If the commercial minimum rate is to be based on usage, then there has to be a change to the billing system.
- 7) The separate minimums for commercial and residential properties came about because commercial properties make money at what they are doing (they are income producing properties). This is not the case for residential properties. There are commercial rates for electricity and water.
- 8) Businesses with little usage are using water like a residence (though not washing clothes).
- 9) The Authority would like to know how a reduction to the commercial minimum rate would impact the budget. Gary Kuczarski is currently looking at about a 2.9% increase to next fiscal year's budget which could translate to about a \$15 increase to each account's sewer use charge if the commercial minimum rate is reduced to the residential minimum rate.
- 10) Public Housing Authorities are exempt from paying sewer user charges per federal law.
- 11) The Authority did not want to reduce the minimum commercial rate to be the same as the residential minimum rate because of the impact it would have on the rate for the other accounts and because commercial properties are income producing properties yet they want the commercial minimum rate to be more equitable and fair especially for the those with low usage. At the same time, they knew they were limited to what they could do this year as any major change would require changes to the billing system.

Dennis Gragnolati made a motion: **FOR THE STAFF TO FIND OUT WHAT THE IMPACT ON THE RATES WOULD BE IF THE MINIMUM COMMERCIAL RATE WERE TO BE CHANGED TO \$237.00 (WHICH CORRESPONDS TO ABOUT 50,000 GALLONS IN USAGE) AND THAT THEY BE ALLOWED TO SPEND UP TO \$1,000 USING THE SERVICES OF THE SOFTWARE CONSULTANT IF NECESSARY** – Seconded by William Hamel. The Authority requested Gary Kuczarski consult with Paul Dombrowski at Woodard & Curran about current sewer user charge system guides or models used by other Towns or entities. Without further discussion, the motion passed 7-1.

- c. **FY 13-14 Budget / Capitals:** Gary Kuczarski is looking at about a 3% increase to the budget. He is still waiting on some numbers for health insurance, electricity, natural gas, gasoline, and diesel. One operator will be retiring this upcoming year.

**NEW BUSINESS:** Kevin Brace asked if the inserts regarding the disposal of prescription drugs will be mailed with the sewer user bills again this coming fiscal year. Mr. Lappen asked if the Police Department would be supplying the WPCA with the inserts this year. Mrs. Kane mentioned how it is a very time consuming process. Mr. Wawruck and Mr. Brace suggested that a reminder about the disposal box located at the Police Department be put on the bill itself to eliminate the need for an insert. Mrs. Kane will look into having that done.

At 6:52 p.m., there being no other business to discuss, Kevin Brace made a motion: **TO ADJOURN THE MEETING** - Seconded by William Hamel. Without further discussion, the motion passed unanimously.

Respectfully submitted,

Heather Kane  
Recording Secretary