WATER POLLUTION CONTROL AUTHORITY
REGULAR MONTHLY MEETING
TUESDAY, JULY 8, 2008

MEMBERS PRESENT:  Dennis DeMaine, Jeffrey Ives, John McSweegan, Gary Laurito, and Joseph Calsetta

MEMBERS ABSENT:   Steven N. Wawruck, Jr., Denise Balboni, and Edward Ferrai, Joe Russo, Town Engineer, Officio

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

CALL TO ORDER:  The meeting was called to order at 6:02pm by Joseph Calsetta.

MINUTES:  Joseph Calsetta made a recommendation since there was no quorum to table the approval of
the Minutes from the June 10, 2008 Regular Monthly Meeting to the next meeting.

Jeffrey Ives arrived at 6:04pm making a quorum.

MINUTES:  Dennis DeMaine made a motion: “TO APPROVE THE MINUTES FROM THE June 10, 2008
REGULAR MONTHLY MEETING” - Seconded by John McSweegan (passed 3 – 0, with two abstentions for
Gary Laurito and Joseph Calsetta)

Jeffrey Ives made a motion: “TO APPROVE THE MINUTES FROM THE June 5, 2008 FINANCIAL
WORKSHOP” – Seconded by Dennis DeMaine (passed 2 -0, with three abstentions for John McSweegan,
Joseph Calsetta and Gary Laurito)

John McSweegan made a motion: “TO APPROVE THE MINUTES FROM THE June 10, 2008 PUBLIC
HEARING” – Seconded by Dennis DeMaine (passed 3 -0, with two abstentions for Gary Laurito and
Joseph Calsetta).

FINANCIAL REPORTS: Gary Laurito made a motion: “TO APPROVE THE JUNE FINANCIAL CASH AND
CAPITAL REPORTS” – Seconded by Dennis DeMaine.

CORRESPONDENCE: None

OLD BUSINESS:

a.  Financial software system installation: Gary Laurito discussed his findings from his meeting
regarding the new software system. The new system would have a one time cost of $4,000.00
and an annual fee between $825.00 and $850.00. This software is designed with municipalities
in mind. It was recommended to have the software installed while maintaining our current billing
system with the hopes to be on the new system completely before next fiscal year.

Gary Laurito made a motion: “TO ACCEPT THE PURCHASE OF SOFTWARE SYSTEM”. –
Seconded by Dennis DeMaine (passed unanimously)

b. Grease Trap Program – A copy of the Windsor Locks Sewer Usage Ordinance was given to the
members of the Commission for review of section 12.6 Administrative Fines. Gary Kuczarski
informed the Commission that it states that the Superintendent may fine a user who has or is
violating this ordinance in an amount not to exceed $99.00 per violation per day. This fee would
be the responsibility of the restaurant owner. Scott Lappen suggested that this information go to
Attorney Scott Chadwick with hopes that he would be able to assist in creating a letter that would
be sent to restaurant owners.

NEW BUSINESS:

a.  Investing in a higher yield CDs – Scott Lappen: It was brought to the table to invest some of
money into higher yield CDs. Scott will need to get more information from Barbara Bertrand in
regards to how much money is to be invested, what the cost is and the terms and what the WPCA will be getting in return. This information will then be sent to the Commission before the next meeting for them to look it over.

**Memory Sticks** – Gary Kuczarski informed the Commission that the WPCA is now backing up the billing system daily on “Memory Sticks”; one stays in the safe and the other one goes home with either Heather Kane or Michelle Welch.

At 6:30pm there being no other business to discuss, Jeffrey Ives made a motion: **“TO ADJOURN THE MEETING”** -- Seconded by Gary Laurito (passed unanimously).

Respectfully submitted,

Michelle Welch
Recording Secretary