

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

**MEMBERS PRESENT:** Jeffrey Ives, Robert Crochetiere, Dennis Gragnolati and Gary Laurito

**MEMBERS ABSENT:** Steven N. Wawruck, Jr., Denise Balboni and William Hamel  
Dana Steele, Town Engineer, Ex Officio

**ALSO PRESENT:** Scott C. Lappen, Director of Public Works, Ex Officio  
Gary Kuczarski, Superintendent  
John Ferrari, Recording Secretary

At 5:32 p.m., Jeffrey Ives stated that, due to a lack of a quorum, no motions or votes could be taken though a discussion could occur regarding agenda items.

**MINUTES: October 8, 2013 Regular Monthly Meeting:** Item was tabled until next meeting due to a lack of a quorum.

**PUBLIC INPUT:** None

**FINANCIAL REPORTS:**

- a. **October 2013 Cash Reports:** Item was tabled until next meeting due to a lack of a quorum.
- b. **CD Investments – update and changes:** Item was tabled until next meeting.

**CORRESPONDENCE:** None

**OLD BUSINESS:**

- a. **7/1/13 Tornado damage:** The fence has been repaired and the roof is done except for the skylight. There was a delay in the shipment of the parts.
- b. **Woodard & Curran – Update:** The well-monitoring, ground water levels and precipitation data is showing that the issue is due to infiltration. Gary Kuczarski believes the flow problem is due to a combination of a direct inflow source as well as an infiltration problem. The issue now is trying to find that “smoking gun”. Mr. Kuczarski will meet with Mr. Dombrowski to discuss options. There is a lot of flow that comes off of the intersection of North Main and Suffield.

The last VFD replaced was done today for Scum System #2. Once it is in the lead position and is performing well, the operators will take the other scum systems down to replace the cutter arrangement. The WPCF lost a VFD at Dexter’s Pump Station in August due to a possible lightning strike. The VFD was replaced and a line reactor was installed for more protection and a smoother operation.

Mr. Kuczarski and Mr. Dombrowski generated a list of future capital projects. Toby Fedder is using that and other information provided last month to develop the financial model.

**NEW BUSINESS:**

- a. **WPCF’s Front Office PCs:** There are four PCs at the Plant that are running on XP Professional which is expiring in April 2014. The two main computers that need to be upgraded are Heather Kane’s and John Ferrari’s as their computers use the billing system. These PCs are five years old. Based on the age of the PCs, TAB recommends replacing the PCs not just updating the operating system. The other two computer upgrades could be planned for next fiscal year. In addition, the server is four to five years old. TAB has informed Mr. Kuczarski that servers are usually good for four to six years. The cost to upgrade the two PCs with the software was quoted at \$3,314.00.
- b. **DEEP’s annual inspection of Plant:** The WPCF had its annual inspection on October 9, 2013. The inspection was unannounced and lasted about 3 hours. The state inspector had no concerns.

The WPCA discussed the reoccurring issue of not having a quorum for the regular monthly meetings. Dennis Gragnolati asked if the WPCA needs to meet on a monthly basis. Jeffrey Ives believes that it is important to meet monthly as the WPCA has a lot of responsibility and is basically in charge of running a good-size business. The WPCA meets only 12 times a year and the meetings usually do not last too long. Mr. Kuczarski will check the ordinance on this matter. It is hard to eliminate a meeting in the summertime due to budget discussions and appeals. The WPCA adopts the budget in June and reconciles accounts and votes on appeals in August. If a meeting is to be eliminated probably the November or December meeting would be best. Mr. Ives likes the idea of having staff call the members of the WPCA before each meeting. He feels that out of 8 members there should not be a problem with getting at least 5 members to attend a meeting.

At 5:54 p.m., with no other business to discuss, Jeffrey Ives ended the meeting.

Respectfully submitted,

John Ferrari  
Recording Secretary