

**TOWN OF WINDSOR LOCKS
WATER POLLUTION CONTROL AUTHORITY
REGULAR MONTHLY MEETING
TUESDAY, FEBRUARY 14, 2017**

MEMBERS PRESENT: Jeffrey Ives, Denise Balboni, Robert Crochetiere, Michelle Hill and Gary Laurito

MEMBERS ABSENT: J. Christopher Kervick and Sara LeMaster
Dana Steele, Town Engineer, Ex Officio

ALSO PRESENT: Philip J. Sissick, Director of Public Works, Ex Officio
Gary Kuczarski, Superintendent
Heather Kane, Recording Secretary
Paul Dombrowski, Woodard & Curran

CALL TO ORDER: Jeffrey Ives called the meeting to order at 5:30 pm.

MINUTES: January 10, 2017 Regular Monthly Meeting: Robert Crochetiere made a motion: **TO ACCEPT THE JANUARY 10, 2017 REGULAR MONTHLY MEETING MINUTES AS PRESENTED** – Seconded by Michelle Hill. Without further discussion, the motion passed with 3 votes in favor, 0 votes opposed and 2 abstentions for Denise Balboni and Gary Laurito.

PUBLIC INPUT: None

FINANCIAL REPORTS:

- a. **January 2017 Cash Reports:** Gary Laurito made a motion: **TO ACCEPT THE JANUARY 2017 FINANCIAL REPORTS AS PRESENTED** – Seconded by Robert Crochetiere. Without further discussion, the motion passed with 5 votes in favor and 0 votes opposed.
- b. **CD Investments – update and changes:** Please see item (a) under Financial Reports for the motion regarding this topic.
- c. **Quarterly Reports:** The Quarterly Revenue Report was sent to the Authority in the meeting packet. The report is for informational purposes only.

CORRESPONDENCE: None

OLD BUSINESS:

- a. **Dexter's Pump Station update:** Paul Dombrowski dropped off a conceptual set of plans for the pumps today. Currently, there are three pumps that are all the same size. The plan is to change to four pumps – two large pumps and two small pumps. The WPCA staff will discuss the plans this Thursday. The four pumps would make it easier to run in a bypass mode when necessary. The pumps can be segregated two and two so the staff can run two pumps while the other two pumps are off. It would also allow for the smaller pumps to run at night. Currently the three pumps at Dexter's do not run at night or during periods of low flow.
- b. **CAA Update:** Philip Sissick informed the Authority that the CAA contacted him last week to set up a meeting to discuss an agreement. A date has not been set yet for this meeting though it will most likely be either the last week in February or the first week in March. Mr. Sissick is waiting to hear back from the CAA to confirm.
- c. **SCADA Replacement update:** At the kick off meeting with Woodard & Curran, Mr. Kuczarski went over what he is looking to replace. The current plan is to eliminate 3 PLCs throughout the Plant as the newer ones are more powerful. Woodard & Curran will get back to Mr. Kuczarski with more ideas.
- d. **Chlorine Contact Gates:** The gates are in. The company did a great job. Testing has not been done yet because the company wanted the grout to cure before testing. The WPCA staff will do the testing. It

just requires the tank to be taken down in particular way. Mr. Dombrowski did state that the gates are functional and doing their job; the testing is to confirm that the gates to not leak more than the acceptable limit.

- e. **Influent Wet Well Insert Valve – Force Main:** This project is completed. VMS did an excellent job installing the insert valve. Mr. Kuczarski mentioned that it was very interesting to watch the installation. It was been tested and is working well.

NEW BUSINESS:

- a. **Bond Package Resolution:** Mr. Dombrowski and Mr. Kuczarski received an 824 Referral for changes to infrastructure from the Planning and Zoning Committee yesterday. The Planning and Zoning Committee already passed the necessary resolutions. There is a Public Hearing and Town Meeting regarding this topic on Thursday and a referendum on 2/28/17. Some cost was added on by the Finance Department for some bonding cost. The Bond Council has read over and approved the wording of the resolutions. Mr. Ives read the following:

1.

RESOLVED, that the Sewer Commission recommends that the Town of Windsor Locks construct the following project:

The 2017 WPCA project, consisting of (1) an upgrade of the Dexter Pump Station, (2) an upgrade of the radio communication system, and (3) improvements to the processes, mechanical equipment, electrical and building systems at the Water Pollution Control Facility with an estimated cost of \$6,700,000.

2.

RESOLVED, that the Sewer Commission authorizes the President of the Sewer Commission to enter into an agreement with the Town of Windsor Locks relative to the repayment of bonds for the 2017 WPCA Project, substantially in the form presented to this meeting, with such changes as the President shall approve.

Gary Laurito made a motion: **TO ADOPT RESOLUTION 1 AND RESOLUTION 2 AS PRESENTED –** Seconded by Robert Crochetiere. The Town is actually managing the construction of the project. Without further discussion, the motion passed with 5 votes in favor and 0 votes opposed.

- b. **Meeting with QDS:** Quality Data Systems (QDS) is used by the Town's tax department. Mr. Kuczarski and Mrs. Kane will be meeting with representatives from QDS on 2/22/17 to discuss the needs of the WPCF. The Finance Department is looking to update the finance system and it would be beneficial to update the WPCA billing system in conjunction with the finance system update.

ADJOURNMENT: At 5:45 pm with no other business to discuss, Robert Crochetiere made a motion: **TO ADJOURN THE MEETING –** Seconded by Gary Laurito. Without further discussion, the motion was passed with 5 votes in favor and 0 votes opposed.

Respectfully submitted,

Heather Kane
Recording Secretary