

**TOWN OF WINDSOR LOCKS
WATER POLLUTION CONTROL AUTHORITY
REGULAR MONTHLY MEETING
TUESDAY, AUGUST 8, 2017**

MEMBERS PRESENT: J. Christopher Kervick, Jeffrey Ives, Robert Crochetiere, Daniel Flanagan, Michelle Hill and Gary Laurito

MEMBERS ABSENT: Denise Balboni 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
Angelo D'Aleo, 482 Spring Street
Manoj Patel, 21 North Street
Lisa Buckle, 187 Elm Street

CALL TO ORDER: J. Christopher Kervick called the meeting to order at 5:31 pm.

MINUTES: July 11, 2017 Regular Monthly Meeting: Michelle Hill made a motion: **TO ACCEPT THE MINUTES FROM THE JULY 11, 2017 REGULAR MEETING AS PRESENTED** – Seconded by Robert Crochetiere. Without further discussion, the motion passed with 4 votes in favor, 0 votes opposed and 2 abstentions for Jeffrey Ives and Gary Laurito.

PUBLIC INPUT:

Angelo D'Aleo, 482 Spring Street: Mr. D'Aleo's concern is with the commercial minimum charge of \$679.08 which, according to him, hurts the small businesses in Town as well as the property owners who rent to small businesses. Mr. D'Aleo stated he understands that WPCA needs the money to maintain and repair the pump stations and Plant but these small businesses do not have the water usage that justifies this rate. He feels that if the Town wants to revitalize Main Street and promote small business, this commercial minimum charge is not helping to achieve that end. Mr. D'Aleo contacted other towns to ask about their minimum commercial rate before the meeting. The minimum commercial fee in these towns were from \$52 to \$374 per year. Mr. D'Aleo is concerned that small businesses will leave Windsor Locks and move elsewhere due to the high fees. He asked the WPCA to look into this minimum commercial rate and consider the small businesses and not just lump them in with the bigger businesses that use much more water. Mr. Kervick stated that the WPCA could not do anything this year to the rates as they are already set but reexamining the commercial minimum rate can be something for the WPCA to consider doing this year. It is important to understand that not every town Mr. D'Aleo called has their own treatment plant. At 5:39 p.m., Angelo D'Aleo left the meeting.

Manoj Patel, 21 North Street: As a small business owner, Mr. Patel informed the WPCA that his water usage does not justify the large commercial minimum charge. Mr. Kervick told Mr. Patel that the WPCA will discuss the minimum commercial charge in more detail before next year's rates are set. At 5:43 p.m., Manoj Patel left the meeting.

Lisa Buckle, 187 Elm Street: Ms. Buckle had an underground sprinkler system installed last August. Sod was then laid down that needed water consistently. This high use of water spread over two quarters therefore, even with eliminating the highest quarter, the sewer bill was much higher than usual. According to Ms. Buckle, this water did not go down the sewer so why is she being charged as though it did. There is no way to monitor individual sewage production, so the closest way to bill is to approximate with what comes into the property. The WPCA informed Ms. Buckle that she might want to consider installing a deduct meter on the sprinkler system. This meter would be read once a year and it would be deducted from her bill. A private plumber would install the deduct meter. Ms. Buckle asked if it would be

possible for her bill to be reduced as the water did not go into the sewer system. At 5:47 p.m., Lisa Buckle left the meeting.

FINANCIAL REPORTS:

- a. **July 2017 Cash Reports:** Due to some technical issues, the financial reports were not ready in time for the meeting. Gary Laurito made a motion: **TO DEFER THE FINANCIAL REPORTS TO THE NEXT MEETING** - Seconded by Michelle Hill. Without further discussion, the motion passed with 6 votes in favor and 0 voted opposed.
- b. **CD Investments – update and changes:** Please see item (a) under Financial Reports for the related motion.

CORRESPONDENCE: None

OLD BUSINESS:

- a. **Dexter’s Pump Station update:** Woodard & Curran will be delivering the 30% design next week for staff review. This preliminary design includes some aspects of evaluation, i.e. a cost effective analysis of moving the plant water system.
- b. **Main Plant upgrades:** Please see item (a) under Old Business for the related discussion.
- c. **SCADA Replacement update:** With the exception of the aeration system control, which is part of the Plant upgrade, this project is substantially complete. They are just troubleshooting and tuning things now, working with staff as they are using the system. SCADA support now has remote access to the system and can work off hours on the system.
- d. **CAA update – Memorandum of Agreement:** Mr. Sissick and Mr. Kuczarski had a meeting with Bob Bruno and Mike Shea, CAA’s engineer. Mr. Bruno is going to put together a 5 year capital plan so the WPCA has some numbers as to the capital assessment CAA may potentially charge the WPCA. The CAA has no plan right now to do any capital improvements but they know the infrastructure is not in good shape.

Paul Dombrowski left the meeting at 5:53 p.m.

- e. **62A Elm Corners:** The property owner did pay the principle in full at the end of July.

Michelle Hill asked if a complete analysis can be done on the minimum commercial rates charged annually by towns in Connecticut. Mr. Kervick stated that this commercial minimum charge is a problem for small businesses. He suggested maybe going to a two tier business rate. Mr. Kervick would like the WPCA to look into possible different approaches. When surveying other towns, staff was asked to find out if other towns have a two tier rate structure for businesses. Complaints started coming in around three years ago when the rate of increase for the commercial minimum was greater than the residential minimum. Important to keep in mind that businesses get benefits such as a 100% deduction on their federal and state tax returns. There is a logical reason for having a difference between residential and business properties. Mr. Ives suggested looking into what type of businesses are not paying the minimum. That may help the WPCA to categorize the businesses. What the WPCA loses by lowering the commercial minimum rate will need to be made up somewhere else. Mr. Kervick does not think the answer is to pass the burden on to residents, but maybe a two or three tier rate structure for businesses will help carve out the small businesses. How would one measure one tier against another?

NEW BUSINESS:

- a. **Appeals:**
 1. **Darlene Sylvester, 62 South Street:** Her usage increased by 10 thousand gallons from last year and the rate increased by less than 5%. Jeffrey Ives made a motion: **TO DENY THE APPEAL** – Seconded by Robert Crochetiere. Without further discussion, the motion passed with 6 votes in favor and 0 votes opposed.
 2. **Prakash Swaroopa, 12 Meg Way:** Mr. Swaroopa referred to last year’s appeal in his request that the WPCA consider billing quarterly instead of annually. It isn’t really an appeal. Mr.

Kervick asked that a letter be sent to Mr. Swaroopa thanking him for his recommendation and letting him know that the board will take it under advisement.

3. **Strega LLC, 482 Spring Street, three different appeals:** The WPCA cannot change this year's minimum commercial charge as it has already been established. Gary Laurito made a motion: **TO DENY THE THREE APPEALS** – Seconded by Robert Crochetiere. Mr. Kervick asked that Angelo D'Aleo be informed that the WPCA will look into the minimum rate structure for commercial properties in the ensuing year. Without further discussion, the motion passed with 6 votes in favor and 0 votes opposed.
4. **Lisa Buckle, 187 Elm Street:** The WPCA cannot change the rate structure and how the bills are calculated for an appeal. WPCA recommends installing a meter on the sprinkler system. Ms. Buckle was looking to see if her bill could possibly be lowered. Jeffrey Ives made a motion: **TO DENY THE APPEAL AND TO SUGGEST THAT IF SHE PLANS ON USING CITY WATER TO WATER THE LAWN ON ANY EXTENSIVE BASIS THAT SHE SHOULD CONSIDER INSTALLING A DEDUCT METER** – Seconded by Gary Laurito. Mr. Kervick would like to add that the WPCA has no way of knowing if the water being used is entering the sewer system or not and the one way to clarify is to install a deduct meter. Without further discussion, the motion passed with 6 votes in favor and 0 votes opposed.
5. **M & NN LLC, 21 North Street:** This appeal is regarding the minimum commercial charge for a small business with very low water usage. Robert Crochetiere made a motion: **TO DENY THIS APPEAL** – Seconded by Michelle Hill. Without further discussion, the motion passed with 6 votes in favor and 0 votes opposed. The WPCA asked that Mr. Patel be informed that they will be reviewing the rate structure for commercial properties before the next fiscal year.

ADJOURNMENT: At 6:16 pm, with no other business to discuss, Jeffrey Ives made a motion: **TO ADJOURN THE MEETING** – Seconded by Robert Crochetiere. The motion passed with 6 votes in favor and 0 votes opposed.

Respectfully submitted,

Heather Kane
Recording Secretary