

**TOWN OF WINDSOR LOCKS
WATER POLLUTION CONTROL AUTHORITY
REGULAR MONTHLY MEETING
TUESDAY, MAY 10, 2016**

MEMBERS PRESENT: J. Christopher Kervick, Jeffrey Ives, Denise Balboni, Robert Crochetiere, Gary Laurito and Sara LeMaster

MEMBERS ABSENT: Michelle Hill
Philip J. Sissick, Director of Public Works, Ex Officio
Dana Steele, Town Engineer, Ex Officio

ALSO PRESENT: Gary Kuczarski, Superintendent
Heather Kane, Recording Secretary

CALL TO ORDER: J. Christopher Kervick called the meeting to order at 5:30 p.m.

MINUTES: April 12, 2016 Regular Monthly Meeting: Gary Laurito made a motion: **TO ACCEPT THE APRIL 12, 2016 REGULAR MONTHLY MEETING MINUTES** – Seconded by Robert Crochetiere. Without further discussion, the motion passed with 4 votes in favor and 0 votes opposed with one abstention for Jeffrey Ives.

PUBLIC INPUT: None

FINANCIAL REPORTS:

- a. **April 2016 Cash Reports:** Gary Laurito made a motion: **TO ACCEPT THE APRIL 2016 CASH REPORTS AND CD INVESTMENT REPORTS** – Seconded by Denise Balboni. 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 related motion.
- c. **Delinquent Accounts update – Atty. Scott Storms:** Many delinquent accounts have been paid in full over the last quarter. Recently, the oldest delinquent account on the books was paid in full.

CORRESPONDENCE: None

OLD BUSINESS:

- a. **Dexters and Halfway House Rd Update:** Paul Dombrowski and Gary Kuczarski met with Yvonne Hall from CT DEEP at the Connecticut Association of WPCAs conference. Ms. Hall is overseeing part of this project. They informed Ms. Hall how the proposed DOT Route 75 rotary may impact the upgrade at Halfway House Pump station. They stated that they did not want to delay the Dexter's upgrade due to the uncertainty surrounding the impact the Route 75 rotary will have on the Halfway House Road upgrade. They asked if there is a way they can separate the upgrades at the two different pump stations. Even though the CT DEEP does like the two upgrades to be funded together, Ms. Hall was receptive to the idea. Mr. Dombrowski will be contacting Ms. Hall to formalize that discussion in writing. The Halfway House Road Pump Station upgrade may be delayed because the sewer lines are right in the area of the proposed rotary and Mr. Kuczarski is not sure what the DOT's plans are regarding the Route 75 rotary. Mr. Kervick is in the process of setting up a meeting with DOT to pin down the timing for the Route 75 upgrade.
- b. **FY 16-17 Budget Discussion:** The annual water consumption in Windsor Locks has decreased the past three years. It is the trend due to water conservation. Three spreadsheets were handed out to the Authority at the meeting. The first spreadsheet was the same one they received in their packet last month with a 2 year running average of 348,500,000 gallons in projected water consumption. The second spreadsheet uses a 3 year running average of 337,324,000 gallons in projected water consumption which increases the rate per 1,000 gallons to \$6.48. This is the actual number Mr.

Kuczarski is looking to use in the rate calculation. The 3 year average rate of decrease in water consumption is 2.36%. The rate per 1,000 gallons would increase 17.3% from this year to \$6.48. It would be about a \$48/year increase for the average residential user. Another option Mr. Kuczarski presented to the Authority is to use the new 3 year running average for water consumption but use \$60,000 from the operating fund balance to keep the rate at the original figure of \$6.28/1,000 gallon (which is about a 14% increase). It wouldn't mean the WPCA would definitely have to use the \$60,000 because the actual revenue is usually higher than what was projected for that year as Mr. Kuczarski likes to remain conservative with the figures. Instead of adding \$50,000 to the operating fund and then using \$60,000 from the operating fund to keep the rate low as portrayed in the third option, Gary Laurito suggested just not replenishing the operating fund \$50,000 for next year. Mr. Kuczarski made the changes to the spreadsheet on his computer during the meeting. The new rate would be \$6.32/1,000 gallons which would be an increase of 14.4% at that 3 year running average. Mr. Kuczarski brought the Authority's attention back to option 2 which is to increase the rate to \$6.48/1,000 gallons which would allow the Authority to replenish the operating fund balance by \$50,000. Mr. Kuczarski pointed out that in the near future the WPCA will be acquiring new debt service. Mrs. Balboni and Mr. Crochetiere agreed that option 2 would be the best as there is not much difference between \$6.32/1,000 gallons and \$6.48/1,000 gallons.

At 5:40 p.m., Sara LeMaster arrived to the meeting.

The consensus is to use the scenario on the second spreadsheet which would be the 17.3% increase for a rate of \$6.48/1,000 gallons. The increase in rate would help cover a projected increase in expenditures for debt service for Halfway House and Dexter's upgrades and the engineering and replacement of components at the Main Plant.

NEW BUSINESS: Mr. Kervick stated that the Montgomery Building is under contract to be sold. Mr. Kervick will have someone from Beacon Communities (the buyers) get in touch with Mr. Kuczarski in case they have any questions regarding the sewer requirements for the 159 apartments. Mr. Kuczarski informed the Authority that there is a pump station on that site that was maintained by the previous owner. It is not in good condition. That pump station was used just for that complex. Mr. Ives stated as far as he is concerned that pump station is part of the property.

Mrs. Kane reminded the Authority that June's WPCA meeting is at the Town Hall. In the past, the WPCA regular month meeting started at 5:30 p.m.. The Public Hearing started at 6:00 p.m. and the regular meeting reconvened after the Public Hearing to vote on the proposed budget and rates.

ADJOURNMENT: At 5:56 p.m., with no other business to discuss, Gary Laurito made a motion: **TO ADJOURN THE MEETING** – Seconded by Sara LeMaster. Without further discussion, the motion passed with 6 votes in favor and 0 votes opposed.

Respectfully submitted,

Heather Kane
Recording Secretary