

**TOWN OF WINDSOR LOCKS
WATER POLLUTION CONTROL AUTHORITY
REGULAR MONTHLY MEETING
TUESDAY, SEPTEMBER 13, 2016**

MEMBERS PRESENT: J. Christopher Kervick, Jeffrey Ives, Denise Balboni, Robert Crochetiere, Michelle Hill and Ruth Cate

MEMBERS ABSENT: Gary Laurito and Sarah LeMaster
Dana Steele, Town Engineer, Ex Officio

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

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

MINUTES: August 9, 2016 Regular Monthly Meeting: Robert Crochetiere made a motion: **TO APPROVE THE AUGUST 9, 2016 REGULAR MONTHLY MEETING MINUTES** – Seconded by Ruth Cate. Without further discussion, the motion passed with 6 votes in favor and 0 votes opposed.

PUBLIC INPUT: None

FINANCIAL REPORTS:

- a. **August 2016 Cash Reports:** Jeffrey Ives made a motion: **TO ACCEPT THE CASH REPORTS AS PRESENTED** – Seconded by Robert Crochetiere. Without further discussion, the motion passed with 6 votes in favor and 0 votes opposed.
- b. **CD Investments – update and changes:** No motion was made on this item.
- c. **Reconciliation of accounts for FY 2015-2016:** Jeffrey Ives made a motion: **TO ACCEPT THE RECOMMENDED TRANSFERS TO BALANCE THE 2015-2016 BUDGET** – Seconded by Robert Crochetiere. After confirming that June expenses had been accounted for, Michelle Hill asked if it was common to over budget in electricity. Gary Kuczarski said that line item budget has been reduced over the years. Mr. Kuczarski stated that the channel grinder at Dexters failed in FY 2015-2016 which was one year ahead of the planned capital improvement schedule. The grinder accounts for most of the \$22,488.49 which was overspent in Mechanical Maintenance for the Pumps Stations. Without further discussion, the motion passed with 6 votes in favor and 0 votes opposed.

CORRESPONDENCE: None

OLD BUSINESS:

- a. **Dexter's & Halfway House Rd update:** Paul Dombrowski is working on developing additional information on the pumps, pipes and layouts for the two stations. He is preparing to have Halfway House property and the adjacent property surveyed in regards for what may be needed for a new layout of the Halfway House station. Mr. Dombrowski will reach out to Mr. Kervick to find out how best to contact the adjacent property's owner regarding surveying that parcel.
- b. **Appeals – requested information:** Mr. Kervick stated that he did not find anything in the State Statutes that would give reason to change the established billing process of the WPCA.
 - i) Prakash & Ira Swaroopa: Jeffrey Ives noted that the Town of Windsor Locks' Sewer Use Ordinance states "the owner of Record as of January 1 and July 1 of each year of the property on which the building is located shall be liable for the payment of sewer user charges." Robert Crochetiere made a motion: **TO DENY THE APPEAL** – Seconded by Ruth Cate. Mr. Ives and Mr. Kervick added an amendment to the motion: **TO REFERENCE THE LIABILITY SECTION**

OF THE TOWN'S SEWER ORDINANCE IN LETTER. Without further discussion, the motion passed with 6 votes in favor and 0 votes opposed.

- ii) Mahmoud Alqam & Rima Mughayyer: Robert Crochetiere made a motion: **TO DENY THE APPEAL FROM MAHMOUD ALQAM & RIMA MUGHAYYER AS STATED** – Seconded by Jeffrey Ives. Mr. Ives and Mr. Kervick added an amendment to the motion: **TO REFERENCE THE LIABILITY SECTION OF THE TOWN'S SEWER ORDINANCE IN LETTER.** Without further discussion, the motion passed with 6 votes in favor and 0 votes opposed.
 - iii) Irwin Zuckerman: The State Statutes do not authorize the WPCA to reduce the sewer use charge for those that receive a reduction in taxes. J. Christopher Kervick made a motion: **TO DENY MR. ZUCKERMAN'S APPEAL DUE TO NO STATUTORY AUTHORITY FOR REDUCTION** – Seconded by Robert Crochetiere. Without further discussion, the motion passed with 6 votes in favor and 0 votes opposed.
- c. **Capital Projects – Bonding / Air Handler:** The air handler project is more involved than just replacing a few pieces of equipment. Mr. Kuczarski asked if the Authority would like to group a number of projects together for bonding purposes. There are a few additional projects that Mr. Kuczarski is looking to have done. One is to replace the original Main Plant's generator which powers the lighting, heating and certain pieces of equipment. It does not actually run key processing equipment like the aeration system and the clarifiers. Ideally the CT DEEP would like the generator to run the entire Plant. It is not a requirement for all permits yet but if the Plant is to do an upgrade the CT DEEP would require the generator to be upgraded to run everything. It was not the standard back when the Plant was built. In addition, the VAC-CON and the Mack will need to be replaced soon. If the WPCA does a lease to own, it will affect the annual operating budget. Mr. Kuczarski thinks it would be wise to group a number of projects together (including the air handler project, generator replacement and projects already on the capital improvement plan) and go out to bond. Mr. Kuczarski will create a capital project / bonding list for next month's meeting. The bond council said project costs would need to be in order by February to follow the required guidelines to bond for next fiscal year. The Authority is interested in grouping projects together to go out and bond. Mr. Dombrowski mentioned that the prior rate study did include a 10 year capital improvement plan which listed projects by priority with projected rates. These projects were projected to be funded either through the annual budget or small bonding efforts. There is one project currently in bonding which the WPCA pays \$103,000 annually. It started in 2002 and will end in 2022. Mr. Kervick asked that Mr. Kuczarski prioritize the projects into groups, i.e. best case scenario and best possibly for the situation, in order to give the Authority some options. Michelle Hill would like to see the projects merged in a way that the WPCA is replacing the debt that ends in 2022 instead of adding debt.

NEW BUSINESS:

- a. **Nitrogen Credit Payment:** The WPCA received the payment of \$7,427.00 in August. The Plant is performing better than was expected due to management practices. The facility was not engineered to do so well. At the request of Mr. Kervick, Mr. Dombrowski will write this accomplishment up in laymen's terms. The payout rate will drop about 2/3 next year in order for the program to be revenue neutral. Over a 15 year period the limit was reduced to the current limit of 66 lbs. / day. This was the goal amount so no further reduction is expected.

ADJOURNMENT: At 6:04 p.m. with no other business to discuss, Jeffrey Ives made a motion: **TO ADJOURN THE MEETING** – Seconded by Robert Crochetiere. Without further discussion, the motion was passed with 6 votes in favor and 0 votes opposed.

Respectfully submitted,

Heather Kane
Recording Secretary