

**TOWN OF WINDSOR LOCKS
WATER POLLUTION CONTROL AUTHORITY
REGULAR MONTHLY MEETING
TUESDAY, OCTOBER 11, 2016**

MEMBERS PRESENT: J. Christopher Kervick, Jeffrey Ives, Denise Balboni and Robert Crochetiere

MEMBERS ABSENT: Ruth Cate, Michelle Hill, 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 5:35 p.m.. There were only 4 Authority members present at the meeting. Therefore, the WPCA did not have a quorum to transact any business.

The Authority members present decided to discuss some topics on the agenda.

OLD BUSINESS:

- a. **Capital Projects – Bonding / Air Handler:** Paul Dombrowski passed two handouts out regarding Capital Projects. One handout was a list of Capital improvements that were discussed during the rate study three years ago. The first two items on the list were the Halfway House and Dexter Pump Station upgrades for which Woodard & Curran are already working on. The next seven capital projects on the list have the engineering costs (\$330,000) already approved in this year's budget in order to be able to go out for bid on and bonding for next year's budget. There has been some discussion previously about going out to bond on even more projects for a larger bonding package. The last eight projects on the list were on the capital improvement plan that was created three years ago and are projects the Authority may consider for a larger bonding package. Mr. Kuczarski can prioritize these eight projects for the Authority. The second handout is a multi-year projection of revenue and rates. The chart on the top of the page was the original analysis created three years ago during the rate study. This is for a reference as to what the estimates were at that time. The chart on the bottom of the page are the actual revenues (through FY 15-16) and rates (through FY 16-17) with projections through FY 21-22 which is the last year for the WPCA's current debt service. Depending on how the WPCA plans to bond the projects there would be a change in the rate for FY 17-18 or FY 18-19. A capital debt service (which includes both stages of the capital list, i.e. the last 15 projects listed) at a 3% interest rate is included in the chart from FY 17-18 on as well as \$100,000 for a 5-year lease-to-own for two major vehicles (the Mack truck which is 16 years old and the VAC-CON which is 15 years old). If the WPCA chooses not to bond all fifteen projects on the list then the rate would decrease from the estimate. This capital improvement plan was created to prevent emergency repairs which can be more costly. This projection continues to fund the reserves. The projected water usage volume from 3 years ago stayed at 355,000,000 gallons. As of FY 16-17, the actual water usage volume the WPCA billed for was 337,324,000 gallons. This amount may continue to decrease. The water usage rate of decrease is slowing and will hopefully soon level out. With careful planning, the bonding of capital projects can, in a way, substitute for the need to build up the reserves as much. Figures for the bond council are needed by March. Mr. Kervick requested that this item be placed on next month's agenda.

NEW BUSINESS:

The Connecticut Airport Authority (CAA), while investigating their sewer system, discovered approximately 16 properties in Windsor Locks and Camp Hartell flowing to one of their pump stations.

On 9/27/16, CAA representatives met with Town representatives to discuss. Another meeting is scheduled for 10/20/16.

ADJOURNMENT: At 6:13 p.m., Authority members ended the discussion.

Respectfully submitted,

Heather Kane
Recording Secretary