

**TOWN OF WINDSOR LOCKS
WATER POLLUTION CONTROL AUTHORITY
REGULAR MONTHLY MEETING
TUESDAY, SEPTEMBER 8, 2015**

MEMBERS PRESENT: Steven N. Wawruck, Jr., Jeffrey Ives, Denise Balboni, Robert Crochetiere, William Hamel and Gary Laurito

MEMBERS ABSENT: Dennis Gragnolati and Michael Russo
Dana Steele, Town Engineer, Ex Officio
Scott C. Lappen, Director of Public Works, Ex Officio

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

CALL TO ORDER: At 5:32 p.m., Steven N. Wawruck, Jr. called the meeting to order.

MINUTES: August 11, 2015 Regular Monthly Meeting: Robert Crochetiere made a motion: **TO ADOPT THE AUGUST 11, 2015 REGULAR MONTHLY MEETING MINUTES** – Seconded by Denise Balboni. Without further discussion, the motion passed with 3 votes in favor, 0 votes opposed and 3 abstentions for Steven N. Wawruck, Jr. and William Hamel due to being absent from last month's meeting and Gary Laurito due to not having read the minutes of the meeting.

Even though the packets were mailed on Friday, Mr. Laurito had not yet received his packet by the time he left his house for the meeting.

PUBLIC INPUT: None

FINANCIAL REPORTS:

- a. **August 2015 Cash Reports:** William Hamel made a motion: **TO ACCEPT THE AUGUST CASH REPORT AND THE JULY AND AUGUST CD INVESTMENT REPORTS** – Seconded by Gary Laurito. Without further discussion, the motion passed with 6 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. **Reconciliation of accounts for FY 2014-2015:** Steven N. Wawruck, Jr. tabled this topic until next month's meeting when Mrs. Kane will have the final figures on the salary accounts and will provide the Authority with the adjustment figures to the penny versus rounding them off.

CORRESPONDENCE: The WPCA received a check from CT DEEP in the amount of \$4,487 for the nitrogen credit exchange program for 2014.

OLD BUSINESS:

- a. **Appeal – 30-32 Lownds Drive:** There was a fire at the property on February 24, 2015. The water service to the property was turned off on February 25, 2015. The owner is looking for a refund for the amount he paid in Sewer Usage from the date of the fire until 6/30/15. He paid the January 2015 installment on 12/30/14. The refund amount would be \$236.70. His bill for the year was \$710.10. This is the property where the plumbing, soldered joints and meter melted in the fire. Though the bill is based on prior year's usage, the bill covers the current year. When the owner paid the January 2015 installment, he was paying for sewer usage from 1/1/15 through 6/30/15. There was no usage for four of those months due to the damage the house sustained from the fire. Once the owner receives a new certificate of occupancy, the WPCA will create a prorated bill for the current year based on prior year usage or the minimum charge depending on which one is higher. The refund would be for four months. Even with the refund, the property's sewer bill for last fiscal year would be above the minimum charge.

Jeffrey Ives made a motion: **TO REBATE IN THE AMOUNT OF \$236.70** – Seconded by William Hamel. Without further discussion, the motion passed with 6 votes in favor and 0 votes opposed.

- b. **Dexters & Halfway House Rd – CT DEEP Update:** Mr. Dombrowski will have a kick off meeting regarding Dexters and Halfway House Road for Mr. Kuczarski and the WPCF staff in the near future.
- c. **Invent Mixer Project Update:** This project is still on schedule. The mixers are on order and the contractors are in place. Mr. Kuczarski is just waiting for the mixers to arrive at the Plant.

NEW BUSINESS: The new server is set to be installed next Tuesday. The process will start tomorrow when TAB visits the Plant to reexamine the layout of the desktops and review the installation process in order to reduce potential disruptions to service.

Mr. Kuczarski ordered a new phone system through Landry Communications. He did speak with Cathy Cabral and representatives from CCAT to see if the WPCA could work with the Town Hall's phone system upgrade. The representatives from CCAT recommended staying with Landry Communications. Town Hall is now on a fiber optic network; there is no server at Town Hall. It would be a task to get the WPCA phone system on ethernet lines. DPW and WPCA cannot connect phone systems due to the cost of placing a fiber optic network.

The WPCA did receive a check in the amount of \$263,100 for the senior complex on Old County Road. It will be deposited tomorrow.

Mr. Kuczarski requested the Authority's approval to look into buying new chairs for the conference table at the Plant. With no objections, the Authority gave their approval.

ADJOURNMENT: At 5:47 p.m., with no other business to discuss, Jeffrey Ives made a motion: **TO ADJOURN THE MEETING** – Seconded by William Hamel. Without further discussion, the motion passed with 6 votes in favor and 0 votes opposed.

Respectfully submitted,

Heather Kane
Recording Secretary