


**Cromwell Water Pollution Control Authority  
Regular Meeting  
Monday, January 22, 2024  
7:00PM Council Chambers  
Minutes**

RECEIVED FOR RECORD  
Jan 24, 2024 09:51A  
JoAnn Doyle  
TOWN CLERK  
CROMWELL, CT 

**1. Call to Order**

Chairman Alice Kelly called the meeting to order at 6:58PM

**2. Roll Call and Seating of Alternates**

Present: Chairman Alice Kelly, Vice Chairman Eric Zeilor, Member Bob Donahue, Member Geoff Oryell, Also Present: Sewer Administrator Daniel Parisi, Clerk Laura Criscuolo

**3. Approve/Amend Agenda**

**Vice Chairman Eric Zeilor made a motion to approve the agenda with the amendment to add to Old Business 8C. Update of Permit Fees; 2nd by Member Geoff Oryell. All in Favor. Motion Passed.**

**4. Approve/Amend Minutes**

1. December 11, 2023 Regular Meeting: **Vice Chairman Eric Zeilor made a motion to approve the December 11, 2023 Regular Meeting Minutes; 2nd by Member Geoff Oryell. All in Favor. Motion Passed.**

**5. Report of Chairman**

1. Member's Report: Chairman Alice Kelly will be asking for a meeting with the Town Attorney (Murtha Cullina-New England Business Law Firm) to come to the CWPCA Meeting in March to discuss questions, concerns and for everyone to have a better understanding of the Sewer Authority.
2. Staff Report-Nothing to report at this time

6. **Citizen Comments:** Wayne Pierson, Sewer Foreman; was in attendance. Wayne Pierson is asking for clarification of his job description and job responsibilities. Chairman Alice Kelly requested for Sewer Administrator Daniel Parisi, to provide each member of the CWPCA with the job descriptions for: Sewer Foreman, Town Manager, Sewer Administrator, Director of Public Works. Sewer Administrator, Daniel Parisi; will email the job descriptions to CWPCA Members. Chairman Alice Kelly is requesting for a meeting to be scheduled during regular business hours in March (Except for: 3/02, 3/26-3/30) with CWPCA and the Town Attorney to discuss this further. Per Daniel Parisi, Sewer Administrator; until further notice Fog Inspections will occur during normal scheduled hours.

7. **New Business:** Nothing to report at this time

**8. Old Business:**

- a. Evergreen Road Relief Sewer: Sewer Administrator Daniel Parisi provided an update; Daniel Parisi submitted 2 applications to DEEP (Friday, 1/19/24 &

Monday, 1/22/24). This job continues and the plan is to start in June/July 2024. Also will need temp easements from the properties.

- b. Meeting Time Change from 7:00pm to 6:00pm: **Member Bob Donohue made a motion to approve the CWPCA Meeting Time Change from 7:00pm to 6:00pm; 2nd by Member Geoff Oryell. All in Favor. Motion Passed.**
- c. **Update Permit Fees: Sewer Administrator Daniel Parisi checked with the Town Clerk's Office regarding the process for Permit Fees. Permit Fees do not have to go thru a Public Hearing. The change in Permit Fees was effective January 1, 2024 and is posted on the Town of Cromwell website.**

**9. Bills & Correspondence:**

- a. Cardinal Engineering Associates-Evergreen Relief Sewer Invoice# 6-2482, \$9,055.00: **Vice Chairman Eric Zeilor made a motion to approve the Cardinal Engineering Associates-Evergreen Relief Sewer Invoice# 6-2482 in the amount of \$9,055.00; 2nd by Member Geoff Oryell. All in Favor. Motion Passed.**

**10. Financial Reports**

- a. Receivables/Delinquent Assessments & Usage Account Updates: Report provided in CWPCA Packet
- b. Budget Update Revenues/Expenditures-Assessment, Usage & CNR: Report provided in CWPCA Packet
- c. Bond & SIF Status: No Change-No Report Provided at this time

**11. Miscellaneous:**

- 1. Sewer Administrator Daniel Parisi and Administrative Clerk Michelle Milardo met with Tax Collector Brian Stermer; regarding the QDS Report. Sewer Administrator Daniel Parisi and Administrative Clerk Michelle Milardo will contact QDS to get more information on how to run the reports needed.
- 2. The CWPCA Budget Meeting will occur on February 12, 2024
- 3. Sewer Administrator Daniel Parisi has spoken to the Director of Public Works and Inland Wetlands Department regarding the flooding on Shunpike and Court St.; permission will be needed from Home Owners for further action.

**12. Adjournment: Vice Chairman Eric Zeilor made a motion to adjourn the meeting at 7:35PM, 2nd by Member Bob Donohue. All in favor. Meeting adjourned.**

Respectfully Submitted By: Laura Criscuolo, CWPCA Commission Clerk