

CROMWELL WATER POLLUTION CONTROL AUTHORITY  
PUBLIC HEARING/REGULAR MEETING  
MONDAY, MARCH 10, 2008  
7:00PM ROOM 224/225

**Minutes**

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**Public Hearing**

- 1. Call Hearing to Order**  
Vice Chair, Alice Kelly calls the Public Hearing to order at 7:00PM
  - 2. Introduction of Authority Members**  
Present: Vice Chair, Alice Kelly, Secretary/Treasurer, Eric Zeilor, Tom Gunn
  - 3. Reading of the Call of Hearing**  
(Consideration of Proposed Sewer Assessment/Usage Budgets and Sewer Usage Rate, FY 2008/2009)  
Alice Kelly notes that there are two changes to the proposed budget, one is the percentage of the collection rate for the 2008/2009 new charges are going from 95% to 99% based on an evaluation of the rate book as of today; the second item is the corresponding amount to be pulled from the fund balance is reduced. Sarah Voog reads the call of the Hearing into the record.  
**Tom Gunn makes a motion to accept the call of the hearing as presented, 2<sup>nd</sup> by Eric Zeilor.**  
**All in Favor, Motion Passes**
  - 4. Citizens Comments**  
The purpose of this hearing is to receive comments on the Item(s) in the call only, comments on other matters will not be allowed. To be fair to all those in attendance a time limit of five (5) minutes for comments will be established, and a person speaking will have to wait until all others have commented to be recognized again. All persons commenting must identify themselves by name and address so that their comments can be recognized in the tape recordings. No public present.
  - 5. Read Any Correspondence Into Record - None**
  - 6. Close Hearing- Thank all in Attendance**  
Vice Chair, Alice Kelly closes the Public Hearing at 7:05PM
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**Regular Meeting**

- 1. Call to Order**  
Vice Chair, Alice Kelly calls the meeting to order at 7:05PM

## 2. Roll Call and Seating of Alternates

Present: Vice Chair, Alice Kelly, Secretary/Treasurer, Eric Zeilor Tom Gunn, Jonathan Beatty

Excused: Chairman, William Pie'

Also Present: Sewer Administrator, Richard Peck, Commission Clerk, Sarah Voog

## 3. Approve/Amend Agenda

**Eric Zeilor makes a motion accept the agenda as presented, 2<sup>nd</sup> by Tom Gunn.**

**All in Favor, Motion Passes**

## 4. Approval of Minutes

- a. November 19, 2007 Regular Meeting – Tabled (WP, EZ, TG)

The minutes are formally accepted by both Eric Zeilor & Tom Gunn as Chairman Pie' is out on extended disability, this will close out 2007 business.

- b. February 4, 2008 Regular Meeting

**Jonathan Beatty makes a motion to accept the minutes as presented. 2<sup>nd</sup> by Tom Gunn**

**All in Favor, Motion Passes**

- c. February 28, 2008 Special Meeting/Budget Workshop

**Jonathan Beatty makes a motion to accept the minutes as presented. 2<sup>nd</sup> by Tom Gunn**

**All in Favor, Motion Passes**

## 5. Report of Chairman

- a. Member's Report - None

- b. Staff Report

Rich Peck informs the Authority that the 14 Alcap Ridge account is under review by the 1<sup>st</sup> Selectman. The Town is hoping to sell the property by foreclosure tax sale. He explains that there is a priority order that determines what entities get paid; how much will be determined by the proceeds of the sale that could fall short of the amount due to the various departments. He says that between the Tax, Sewer and Water Departments almost a million dollars is due, and that the sewer account #100003 delinquent balance is approximately \$157,000. The Commission is pleased to know that action is being considered to resolve the issues with this property.

## 6. Citizens Comment – None

## 7. Bills and Correspondence

- a. Request for payment approval of Tighe & Bond Project #1630287, Invoice #028282 in the amount of \$965.68.

**Jonathan Beatty makes a motion to approve payment of the invoice, 2<sup>nd</sup> by Tom Gunn.**

**All in Favor, Motion Passes**

## 8. Old Business

### a. Financial Report

1. Delinquent Assessment & Usage Account Updates January & February – Reviewed, No Action
2. Budget Update-
  - a. Usage, - Reviewed, No Action
  - b. Assessment, - Alice Kelly asks Sarah Voog to look into why monies were taken from a line item the Authority currently has no monies allocated to.
  - c. CNR Reports, - Reviewed, No Action

### d. Consideration/Approval of Proposed Budgets & EDU Rate

The Authority discusses the changes suggested, in the meeting handouts, to the proposed Usage Budget as described in the Public Hearing. Jonathan Beatty recommends that the EDU rate remain at \$165.00 for this budget as the receivables are projected to be better than was initially thought.

Alice Kelly granted a 10-minute recess at 7:25PM and the meeting reconvened at 7:35PM.

Sarah Voog hands out a new proposed Usage Summary Sheet with the EDU rate set at \$165.00. After careful review of the projected numbers the members agree to keep the rate at the current \$165.00. Alice Kelly indicates that the budget changes that are reflected in the attached Usage Summary Sheet do not have any changes to the line item budget requests, only to the projected receivables.

**Jonathan Beatty makes a motion to approve the proposed Sewer Assessment Budget as the final budget to be presented at a Town meeting with the date to be set by the 1<sup>st</sup> Selectman, 2<sup>nd</sup> by Tom Gunn.  
All in Favor, Motion Passes**

**Jonathan Beatty makes a motion to approve the proposed Sewer Usage Budget as the final budget to be presented at a Town meeting with the date to be set by the 1<sup>st</sup> Selectman, with the EDU rate to remain at \$165.00, 2<sup>nd</sup> by Tom Gunn.  
All in Favor, Motion Passes**

Alice Kelly makes a point to remark that the Authority members passed the 2008/2009 Budgets, unanimously.

3. EDU Report Budgeted 2007-2008 7167.80/Units @ 95% = 6809.41, Current EDU Report 7202.60 @ 95% = 6842.47- Reviewed, No Action
4. Current Bond/SIF Data - 03/08 – Reviewed, No Action

- b. **Assessment Study – Phase 2, Town Installed Charge Methodology Needed –**  
Rich Peck explains that the project was on hold for a short time while the other priority projects were being addressed. The PO is in place for the remainder of the current budget year and staff will begin working on the study in April.
- c. **Sewer Line Rehab – Project Update, Memo from R. Peck**  
Rich Peck summarizes the memo for the Authority and goes over what the participants in the meeting held in the Public Works Department, on March 3, 2008, all agreed to pay or to perform work, respectively, toward the sewer line collapse at 308 Main Street. Alice Kelly expresses concern that the ground water matter will set precedent if the Authority agrees to cover the costs related to dewatering the site. She asks that the Town's Legal Firm look into the conditions of the agreement outlined in the memo, from Richard Peck to the CWPCA, dated March 4, 2008 for potential liability concerns and any formal document that the CWPCA will enter into with the contractor, Advanced Pipe Inspection LLC, to resolve the sewer line collapse matter. Eric Zeilor asks what the potential for the cost to dewater the area is. Rich Peck says it could be as much as \$10,000 to \$20,000. He also says that if the contaminates can be diluted sufficiently Mattabassett may agree to accept the frac tank water and that would save thousands of dollars toward the cost of disposal of dewatering the area. All members of the Commission express concern over the liability issues that may arise as a result of the agreement between the Town and the Contractor.

**Tom Gunn makes a motion to approve the proposed agreement between the CWPCA and Advanced Pipe Inspection LLC, with the condition that the Town's Legal Firm approves that the conditions of the agreement is free from liability issues or conditions that may set precedent, 2<sup>nd</sup> by Jonathan Beatty.**

**All in Favor, Motion Passes**

- d. **User Charge Study –Project Update-** Rich Peck informs the Authority that a meeting is set with Stearns & Wheler to discuss the Study on March 13, 2008.
- e. **Cobblestone Plaza – Project Update, Approval for DP-A Figures**  
Rich indicates the project 's sewer plan was approved a few years back and staff is asking for approval of the DP-A figures.  
**Jonathan Beatty makes a motion to approve the DP-A figures with a bond of \$13,500 and SIF retainage of \$1,600 as recommended by the Town Engineer and Sewer Administrator, 2<sup>nd</sup> by Eric Zeilor.**  
**All in Favor, Motion Passes**
- f. **Evergreen Active Adult – Phase 1 Complete, Project Construction Continues-Reviewed, No Action**
- g. **Lowes Home Improvement – Project Update**  
Rich Peck indicates that the sewer construction will likely begin this spring.

- h. Pond View Estates – DP-A Pending Developer Approval/Signing (CPI 2008 DP-A Numbers updated and sent to Developer) - Reviewed, No Action

**9. New Business**

- a. Cannata Subdivision (Main St)- Recommend Final Release of Maintenance Bond & Unexpended SIF

**Eric Zeilor makes a motion to approve the release of the maintenance bond of \$2,500 and to return any unexpended SIF monies, if applicable, to the developer, 2<sup>nd</sup> by Jonathan Beatty. All in Favor, Motion Passes**

**10. Miscellaneous**

- a. Bid Opening Results-NIT – Reviewed, No Action

**11. Adjournment**

Alice Kelly makes a motion to close the meeting at 8:15PM, 2<sup>nd</sup> by Eric Zeilor.

Respectfully Submitted By,

Sarah A. Voog  
CWPCA Commission Clerk