

CROMWELL WATER POLLUTION CONTROL AUTHORITY  
REGULAR MEETING  
MONDAY, JUNE 13, 2011  
7:00PM ROOM 224/225

**Minutes**

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**1. Call to Order**

Chairwoman Alice Kelly called the meeting to order at 7:02 PM.

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

Present: Chairwoman Alice Kelly, Secretary/Treasurer Tom Gunn, Robert Jahn, Jonathan Beatty, Peter Keithan

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

Excused: Vice-Chairman Eric Zeilor

**Robert Jahn made a motion to seat Alternate Tom Gunn, 2<sup>nd</sup> by Peter Keithan.  
All in Favor. Motion Passed.**

**3. Approve/Amend Agenda**

**Robert Jahn made a motion to amend the agenda to add the Northern Industrial Tier project status to follow Item 9.e. as 9.f., 2<sup>nd</sup> by Jonathan Beatty.**

**All in Favor. Motion Passed.**

**Robert Jahn made a motion to approve the agenda as amended, 2<sup>nd</sup> by Tom Gunn.  
All in Favor. Motion Passed.**

**4. Approve/Amend Minutes**

a. April 11, 2011 Public Hearing/Regular Meeting

**Tom Gunn made a motion to accept the minutes as presented, 2<sup>nd</sup> by Peter Keithan.**

**Yes Vote: Alice Kelly, Tom Gunn, Jonathan Beatty, Peter Keithan**

**Abstention: Robert Jahn (not present for minutes meeting)**

**Motion Passed.**

**5. Report of Chairman**

a. Member's Report

b. Staff Report

There were no member reports or staff reports not already covered on the agenda.

**6. Citizens Comment - None**

**7. New Business - None**

**8. Bills and Correspondence - None**

## 9. Old Business

- a. Financial Report
  1. Delinquent Assessment & Usage Account Updates- April & May  
Robert Jahn asked Sarah Voog to explain how the new billing figures were arrived at and she explained that there are additions and subtractions to the accounts that affect the totals and offered to add another line to the spreadsheet data to separate those adjustments so that any board member can calculate the figures and arrive at the total ratebook figures on their own.
  2. Budget Update Reports Revenue & Expenses - a. Usage b. Assessment, c. CNR - Separate Packet Enclosed Summary & Detail Reviewed- No Action
  3. EDU Report - Budgeted 04-11 7247.98 @ 99% = 7175.50  
Current EDU 7244.54 99% = 7172.09 – Reviewed, No Action
  4. Bond/SIF Data - 06/11 – Reviewed, No Action
- b. 48 Pasco Hill Rd – Pending Road Repair for Final Release  
Rich Peck said that he has a meeting scheduled with the developer, Ken Dorio, next week to discuss the road repairs needed. He said they are working on providing the required as-builts for the project. Alice Kelly asked Rich Peck to coordinate with Eric Hood on the road inspection procedures as they have recently changed and he said that he would.
- c. FOG Program – Update if Any  
Rick Peck said that there is only one restaurant not in compliance with the required grease trap and he is working with them to get them in compliance. He said that Wes Bell from the Health Department will begin inspections of all the FPEs in July and that other compliance issues may arise from those inspections. Jonathan Beatty asked that a status of the project be provided for the September meeting and Sarah Voog said that should be enough time for there to be something meaningful to report about.
- d. Northbrook Estates – Update on Status  
Rich Peck explained that we are still holding a cash bond for the project, as the as-builts still have not been submitted and that the project is way overdue for release. Alice Kelly asked him to send a letter with a compliance deadline to the Developer and to copy the letter to the BOS, P&Z and the Inland/Wetlands Commissions so that the various board can be kept up to date on the project's status.
- e. Sewer Rehabilitation Phase II – Final Testing in Progress  
Rich Peck said that there were some final test done since the last meeting and some work that required police duty. He expects the final report and payment request for the next meeting.  
Jonathan Beatty asked if there are more rehab project set for the future and Rich Peck said that there would be and that he will be going before the BOS & BOF for approval of the capital funds provided for in the 2011/2012 budget for the I & I study. He said once that study is complete then he will be able to recommend to the Board the next phases of the rehab project.  
Peter Keithan asked Rich Peck about the Crest Dr/Iron Gate Ln road rehab project and he said that the Sewer Department has been keeping an eye on the project and

that any time the work affects the sewers then the department is contacted to inspect the work.

- f. Northern Industrial Tier (NIT)- Project Update  
Rich Peck said that he discussed the project with Joseph Mazurek last week and he indicated that the project scope had changed to potentially include a pumpstation on site to provide gravity fed sewers to the area. He said that he provided cost estimates, for pumpstation improvements, to Joe Cermola of Cardinal Engineering. He also said he wasn't sure of the status of the STEAP funding for the NIT.

#### **10. Miscellaneous**

- a. CAWPCA Spring Workshop Report - Alice Kelly/Sarah Voog  
*(Connecticut Association of Water Pollution Control Authorities)*  
Sarah Voog gave a brief report on the Annual Meeting/Spring Workshop that she and Alice Kelly attended in April of this year.
- b. 1<sup>st</sup> Selectman's Letters to R Jahn & T Gunn  
Alice Kelly welcomed Robert Jahn as a full member and Tom Gunn as alternate member and thanked them both for their service to the Board in the past and for the future.

#### **11. Adjournment**

**Jonathan Beatty made a motion to adjourn the meeting at 7:40 PM, 2<sup>nd</sup> by Robert Jahn.  
All in Favor. Motion Passed.**

Respectfully Submitted By,

Sarah A. Voog  
CWPCA Commission Clerk