

CROMWELL WATER POLLUTION CONTROL AUTHORITY
REGULAR MEETING
MONDAY, DECEMBER 11, 2006
7:00PM ROOM 224/225
MINUTES

1. Call to Order

Chairman Pie' calls the meeting to order at 7:02PM

2. Roll Call and Seating of Alternates

Present: Chairman, William B. Pie, Jr., Vice Chair, Alice Kelly, Tom Gunn,

Also Present: Director of Public Works, Robert Jahn Sewer Administrator,
Richard Peck, Commission Clerk, Sarah Voog

Not Present: Secretary/Treasurer, Eric Zeilor- Excused, Jonathan Beatty, BOS
Liaison, Richard Newton

3. Approve/Amend Agenda

Alice Kelly makes a motion to amend the agenda by adding 9.New Business b.
Underground Construction Technology Conference, 2nd by Tom Gunn.

All in Favor, Motion Passes

4. Approval of Minutes

a. November 13, 2006 Regular Meeting

Chairman Pie' points out that on page 4 of the November 13, 2006 Meeting
Minutes, item h. MDC – FYI, the motion is to be amended to include the word
“2nd” before Jonathan Beatty.

Alice Kelly makes a motion to accept the minutes, as amended, 2nd by Tom
Gunn.

All in Favor, Motion Passes

5. Report of Chairman

a. Member's Report- None

b. Staff Report - None

6. Citizens Comment - None

7. Bills and Correspondence- None

8. Old Business

a. Financial Report

1. Delinquent Assessment & Usage Account – No report, No Action

2. Budget Update- a. Assessment, b. Usage Reports, Reviewed, No Action

3. EDU Report Budgeted 2006-2007, 7318.25/Units @ 95% = 6952.33, Current EDU Report 7358.45 @ 95% = 6990.53, Reviewed, No Action
 4. Current Bond/SIF Data - 12/06, Reviewed, No Action
- b. Assessment Study – Stearns & Wheler Working on Assessment Options, R. Peck Email correspondence and North Rd. Assessment Comparisons.

Chairman Pie will provide information on how MDC calculates assessments. Rich Peck informs the authority that we are waiting on Stearns & Wheler to provide requested surrounding town(s) information for comparison purposes. A special meeting will be scheduled to discuss details.

- c. Sewer Line Rehab – Weston & Sampson's revised Total Project Costs Changed to \$647,581 Reflects Corrected Amount. E-Mail Correspondence Discussion was held regarding the figure errors in project costs presented by Weston & Sampson at the last meeting. Alice Kelly makes a motion to increase the proposed appropriations of \$608,000 for the Sewer Pipeline Rehabilitation Project to a total of \$648,000 with \$613,000 of the monies broken out for the pipeline rehabilitation portion of the project and remaining \$35,000 to cover engineering & inspections costs, 2nd by Tom Gunn. All in Favor, Motion Passes
- d. User Charge Study – Pilot Targeted for November Sarah Voog explains that Data West is working the figures and a report will be formulated for the pilot program
- e. Cider Hill Subdivision – Acceptance and Bond Reduction, Memo R. Peck Alice Kelly makes a motion to accept the sewers for use and to release the Performance and Payment Bond of \$195,000, once the developer submits the required maintenance bond of \$19,500 for a period of two years from acceptance, 2nd by Tom Gunn. All in Favor, Motion Passes
- Alice Kelly makes a motion to return unexpended sewer inspection fees out of the original retainage amount of \$6,600 and keep the \$660 for the maintenance phase retainage until final inspection, 2nd by Tom Gunn. All in Favor, Motion Passes
- f. Evergreen Active Adult – Phase 1 Complete, Project Construction Continues, Reviewed, No Action
- g. Harper's Meadow Subdivision- Developer Signed DA Agreement Signed copy will be included with next meeting packet.

h. MDC – Letter from MDC, Alice Kelly questions the statute of limitations with regard to back billing sewer user charges ten years. Robert Jahn states he will bring this point up at the meeting with MDC scheduled for the next day.

i. Newbury Estates – Acceptance and Bond Reduction, Memo R. Peck
Tom Gunn makes a motion to accept the sewers for use and to release the Performance and Payment Bond of \$125,000, once the developer submits the required maintenance bond of \$12,500 for a period of two years from acceptance, 2nd by Alice Kelly.
All in Favor, Motion Passes

Alice Kelly makes a motion to return unexpended sewer inspection fees out of the original retainage amount of \$5,200 and keep the \$520 for the maintenance phase retainage until final inspection, 2nd by Tom Gunn.
All in Favor, Motion Passes

j. North Brook Estates – Project in Construction Phase

k. Rich Peck explains that the pump station is almost ready, the electricity & gas needs to be hooked up. All the gravity and force mains are installed.

l. Pasco Hill Subdivision – Two Year Maintenance Bond to be Released upon Final Inspection and Acceptance , Sewer Easement not Filed with Town Clerk, Reviewed, No Action

m. West Street Commons (Active Adult) – Draft DA Pending Acceptance/Signing by Developer. No Action

9. New Business

a. 263 Main Street - Sanitary Sewer Extension Request by Bruce Raulukaitis, Staff Response & Request for Approval Recommended

The Authority reviews plans for the sewer extension. Rich Peck indicates the State permits must be pulled to do the work on Main Street. He also explains that the applicant did not realize this, however, after it was explained why they appeared to understand why it is required when working on a state road or State easement.

Alice Kelly makes a motion to approve the sewer extension plans for 263 Main Street with the requirement that conditions noted in the Memo from Richard Peck to Robert Jahn and Joseph Mazurek dated 10/30/06 be met, 2nd by Tom Gunn
All in Favor, Motion Passes

b. Underground Construction Technology Conference & Exhibition, January 30 - February 1, 2007, George R. Brown Convention Center, Houston TX
Chairman Pie indicates that the Authority will require Richard Peck and Curt Rooth to attend the conference, as it is essential that they both be well informed on the topics to be covered at the event, as they are pertinent to the extensive sewer rehabilitation project that will be ongoing over the next several years.

Alice Kelly points out that cross-training and education is very important and has been the Authority's mentality for years. She states that attending the conference is the best way to achieve that goal.

Chairman Pie' makes a motion to approve all expenses for both Richard Peck and Curtis Rooth to attend the Underground Construction Technology Conference & Exhibition, January 30 -February 1, 2007, George R. Brown Convention Center, Houston TX, that is essential that both be required to attend for the benefit of the department, 2nd Tom Gunn
All in Favor, Motion Passes

10. Miscellaneous

a. Office Computer Replacement, R. Peck Memo and Cost Estimate
A brief discussion was held and the purchase of the computer was agreed upon.

b. FYI Cobblestone Plaza, Reviewed, No Action

c. R. Jahn Letter toTown Attorney –Deny/Revocation of Building Permit(s) to Delinquent Sewer Accounts

Sarah Voog indicates that the Town Attorney is working on the issue.

d. Sewer Extension Permit-Agreement (SEP-A), Track-Change Document from Residential DP-A Enclosed Separately, No Action

e. Status of Sewer Mapping by Tighe & Bond, Np Action

11. Adjournment

Alice Kelly makes a motion to adjourn the meeting at 7:48PM, 2nd by Tom Gunn.
All in Favor, Motion Passes

Respectfully submitted by,

Sarah A. Voog
CWPCA Commission Clerk