

CROMWELL WATER POLLUTION CONTROL AUTHORITY
SPECIAL MEETING/BUDGET WORKSHOP
THURSDAY, JANUARY 25, 2007
6:30 PM ROOM 219

MINUTES

1. Call to Order

Chairman Pie' calls the meeting to order at 6:32PM

2. Roll Call and Seating of Alternates

Present: Chairman William B. Pie', Secretary/Treasurer, Eric Zeilor, Tom Gunn

Absent: BOS Liaison, Richard Newton, Excused: Vice Chair, Alice Kelly, Jonathan Beatty

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

3. Report of Chairman

- a. Members Report
- b. Staff Report

4. Citizens Comment- None

5. Bills & Correspondence

- a. Request for payment approval of Tighe & Bond Project # 1630286, Invoice #'s 116476 in the amount of \$4,685.53 and 126373 in the amount of \$1,444.30.

Tom Gunn makes a motion to approve the payment of Tighe & Bond Project # 1630286, Invoice #'s 116476 in the amount of \$4,685.53 and 126373 in the amount of \$1,444.30, 2nd by Eric Zeilor.

All in Favor, Motion Passes

6. Workshop Business

- a. Budget(s)- For review and establishment of the FY 2007-2008 Proposed Assessment & Usage Budgets, and of the Proposed Sewer Usage EDU Rate of \$165.00 for FY 2007-2008.

A detailed discussion of the 2007/2008 Proposed Usage and Assessment budgets was held, where as Chairman Pie' reviewed with the Authority members each line item of the budgets.

Special attention was given to the line item questions submitted by Vice Chair Alice Kelly, as she was unable to attend.

The following are some of the comments or considerations given at the meeting:

Usage Budget

With regard to Wages (71100), Chairman Pie' made a point to remark on the value the Authority places on training staff and offering advancement to personnel that take advantage of the certifications available to the sewer field staff. He indicates that Wayne Pierson, who will be promoted from Maintainer to Inspector/Maintainer, received an impressive grade of 93% on the O & M of Wastewater Collection Systems Volume 1 Program and subsequently qualified for the required DEP Collection Systems Class I Certification. He commended Wayne for his efforts. He notes that the department has historically had two Inspector/Maintainers, so this will restore the former departmental structure and allow for better inspection coverage, especially with regard to the increase in project development requiring an inspector to be on site at all times and staff leave time.

Rich indicates that Part-Time Wages (71200) were adjusted by the Finance Department for the new fiscal year and that Over-Time Wage (71300) rates are based on the Foreman's pay grade and have also been adjusted.

Departmental Expense (75100) accommodates the monies needed to replace the SQL Server and 1 office PC, as was recommended by the Town's computer consultant Mark Austin of A&C Computers.

Chairman Pie explains that GIS funding (75600 A. 10.) has dropped dramatically as the major data input budgeted for in 2006/2007 will be accomplished on schedule. The funding for 2007/2008 will provide maintenance monies for new sewer projects and development. Per Marianne Sylvester, Finance Director, the compensation to the Town's Finance Department for services related to Sewer Division accounts (75600 B.) will remain at \$7,000 for fiscal year 2007/2008.

Sewer Capitol Item(s) (77900) Replacement of 1986 Kubota (small Backhoe/Loader w/mower) has been proposed for several years, last year it was put on hold for the GIS project explains Chairman Pie'. Rich Peck describes how the proposed replacement will be able to utilize many of the existing attachments for other Town machinery. The Portable Zoom Camera will assist in accessing many easements currently inaccessible, as well as, allowing one man versus two to operate the camera. Detailed descriptions for both are attached to the proposed usage budget to be filed with the Town Clerk's Office.

Sewage Treatment (78410) \$420,000 for The Mattabassett District is estimated to be lower for this fiscal year as a result of an approximate 8% drop in flow conveyed from Cromwell. Rich Peck explains that extensive work on sealing low-lying areas that typically take on large volumes of rainwater due to flooding has resulted in an extreme drop in flow during inclement weather, additional I & I repair will continue. The Metropolitan District Commission (MDC) funding of \$33,295 will cover unbilled past due usage fees for 114 months and the 2007/2008 fiscal year's estimated usage costs of approximately \$5,000.

Eric Zeilor makes a motion to approve the proposed Sewer Usage Rate to be set at \$165.00 per EDU (equivalent dwelling unit) for fiscal year 2007/2008, 2nd by Tom Gunn.

All in Favor, Motion Passes

Eric Zeilor makes a motion to approve the proposed Sewer Usage Budget for a total of \$1,433,823 for fiscal year 2007/2008, 2nd by Tom Gunn.

All in Favor, Motion Passes

Assessment

The proposed Assessment Budget for fiscal year 2007/2008 reflects the standard operating costs for the assessment budget with all line items reviewed for sufficient funds. Chairman Pie' states all line items will remain the same value as the current year with one exception, "General Fund Debit Obligation Payback", with the allocation and payment of the \$328,562 budgeted for in fiscal year 2006/2007 the debit obligation of the CWPCA (Sewer Department) to the general fund is zero. The Bond Interest & Bond Principal (78715) will drop in three increments resulting in a total bond debt payoff in fiscal year 2013/2014.

Eric Zeilor makes a motion to approve the proposed Sewer Assessment Budget for a total of \$343,480 for fiscal year 2007/2008, 2nd by Tom Gunn.

All in Favor, Motion Passes

Tom Gunn makes a motion to send the approved proposed Sewer Usage Budget with an EDU Rate of \$165.00 & approved proposed Sewer Assessment Budgets for fiscal year 2007/2008 to Public Hearing, 2nd Eric Zeilor.

All in Favor, Motion Passes

7. Adjournment

Tom Gunn makes a motion to adjourn the meeting at 7:52PM, 2nd by Eric Zeilor.

All in Favor, Motion Passes

Respectfully Submitted By,

**Sarah A. Voog
CWPCA Commission Clerk**