

CROMWELL WATER POLLUTION CONTROL AUTHORITY  
SPECIAL MEETING/ASSESSMENT STUDY WORKSHOP  
TUESDAY, MARCH 27, 2007  
6:30 PM ROOM 219  
**MINUTES**

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**1. Call to Order**

Chairman Pie' calls the meeting to order at 6:30PM.

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

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

Also Present: Public Works Director, Robert Jahn, Sewer Administrator, Richard Peck, Commission Clerk, Sarah Voog, (Assessment Study) Consultant of Stearns & Wheler, Gary Dufel

Absent (Excused): Vice Chair, Alice Kelly

**3. Report of Chairman**

- a. Members Report- None
- b. Staff Report- None

**4. Citizens Comment- None**

**5. Bills & Correspondence - None**

**6. Workshop Business**

- a. Assessment Study – Current and Proposed Rule of Apportionment (ROA) Review and Recommendation for Phase 1 – Fill in Assessments, & 2 - Future Town Installed Sewer Projects.

EDU = equivalent dwelling unit

SF = square footage/feet

CPI = Consumer Price Index

A lengthy and detailed discussion was held regarding the study results for Phase 1- Rule of Apportionment – Fill in Assessments. Staff & Mr. Dufel offer many different examples of charges methods from surrounding towns and MDC along with 4 potential rate structures and variations of those structures to the members.

Several concerns from Authority members are addressed with satisfactory answers provided by staff or Mr. Dufel. An explanation was given of the census on single-family homes built within the last 30 years, conducted by Tighe & Bond

in 2006, results show that the median size home for Cromwell is approximately 2,500 SF.

The Authority agrees to propose the establishment of a rate structure that will reduce Assessment costs for both new single-family construction/subdivisions and commercial property improvements inclusive of additions, new construction and subdivisions, with an EDU value proposal of 2,500SF.

The proposed Residential & Commercial “fill in” flat rate structure is as follows:  
A single-family home “EDU” value shall be considered up to or in excess of 2,500 SF.

<u>Single Family-Town Installed (\$7,500)</u>	<u>Single Family-Developer Installed (\$2,700)</u>
Lateral - \$2,500	Outlet - \$2,700
Outlet - \$2,700	
Unit - \$2,300	

Commercial –Town Installed proposed rate structure (varies with building size)

Building size divided by 2,500 SF = number of units

Lateral - \$2,500

Outlet - \$2,700\*Units (EDU's)

SF Unit Multiplier (EDU's) – Building size SF divided by 2,500 SF

1 Unit - \$2,300

2 - 5 Units - \$2,000

6 -10 Units - \$1,500

11+ Units - \$1,000

Commercial – Developer Installed proposed rate structure (varies with building size)

Outlet - \$2,700\*Units (EDU's)

-An example of a 25,000 SF commercial building with proposed rate structure is attached.

Multi-Use (Residential & Commercial mixed use building)

Commercial space SF shall be calculated based on the Commercial rate structure and each Apartment shall be calculated as an EDU.

-An example of Multi-Use 3,200 SF commercial space w/ 2 Residential EDU's (Apartments) with proposed rate structure is attached.

The Authority agrees to set the rates above to automatically be adjusted annually by the CPI at the close of every calendar year's established CPI rate. Staff indicates that typically happens sometime in mid-January of each year.

An additional workshop to review the Proposed “Rule of Apportionment” (ROA) language is tentatively set for mid April 2007.

The Authority decides to address Phase 2 - Future Town Installed Sewer Projects at another workshop and to proceed with Phase 1 proposals as a separate Public Hearing tentatively to be held in May 2007.

**7. Adjournment**

Tom Gunn makes a motion to adjourn the meeting at 8:40PM, 2<sup>nd</sup> by Eric Zeilor.  
All in Favor, Motion Passes

Respectfully Submitted By,

Sarah A. Voog  
CWPCA Commission Clerk