

CROMWELL WATER POLLUTION CONTROL AUTHORITY
PUBLIC HEARING/REGULAR MEETING
MONDAY, JUNE 11, 2007
7:00PM ROOM 224/225
MINUTES

Public Hearing

1. Call Hearing to Order

Chairman Pie calls the Public Hearing to order at 7:03PM

2. Introduction of Authority Members

Chairman Pie introduces the Authority members.

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

Also Present: Director of Public Works, Robert R. Jahn, P.E., Sewer Administrator, Richard Peck, Commission Clerk, Sarah Voog, Stearns & Wheler Consultant, Gary Dufel

3. Reading of the Call of Hearing

To consider and act upon the proposed amendments to the Rule of Apportionment of Sewer System Benefit Assessments.

Sarah Voog reads the Call of the Hearing out loud for the record.

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.

Chairman Pie' reads aloud the guidelines to Citizens Comments.

5. Read Any Correspondence Into Record

There were no comments from citizens.

6. Close Hearing- Thank all in Attendance

Chairman Pie' closes the Public Hearing at 7:06PM.

Regular Meeting

1. Call to Order

Chairman Pie' calls the meeting to order at 7:06PM

2. Roll Call and Seating of Alternates

Chairman Pie introduces the Authority members.

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

Also Present: Director of Public Works, Robert R. Jahn, P.E., Sewer Administrator, Richard Peck, Commission Clerk, Sarah Voog, Stearns & Wheler Consultant, Gary Dufel

Excused: Vice Chair, Alice Kelly

3. Approve/Amend Agenda

**Jonathan Beatty makes a motion to approve the agenda, 2nd by Tom Gunn
All in Favor, Motion Passes**

4. Approval of Minutes

a. May 7, 2007 Special Meeting – Tabled (no quorum for minutes only)

b. May 14, 2007 Regular Meeting

**Eric Zeilor makes a motion to approve the minutes of the May 14, 2007,
Regular Meeting, as presented, 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

a. Request for payment approval of Stearns & Wheler Project #60028,
Invoice #30947, in the amount of \$1,965.00.

**Tom Gunn makes a motion to approve the invoice payment, 2nd by Jonathan
Beatty.**

All in Favor, Motion Passes

b. Request for payment approval of Weston & Sampson Project #2070113,
Invoice #149032, in the amount of \$4,290.00.

**Jonathan Beatty makes a motion to approve the invoice payment, 2nd by Eric
Zeilor.**

All in Favor, Motion Passes

c. Request for payment approval of Tighe & Bond Project #1630286, Invoice
#057466, in the amount of \$4,023.44.

**Jonathan Beatty makes a motion to approve the invoice payment, 2nd by Tom
Gunn.**

All in Favor, Motion Passes

8. Old Business

a. Financial Report

1. Delinquent Assessment & Usage Account Updates – Reviewed, No Action
2. Budget Update Reports- a. Assessment, b. Usage, c. CNR – Reviewed, No Action
3. EDU Report Budgeted 2007-2008 7167.80 Units @ 95%= 6809.41
Current EDU Report 7178.50 Units @ 95% = 6819.57
Jonathan Beatty asks Sarah Voog if the 95% collection rate should be indicated more on the 98%-99% status? Sarah explains that with the resolution of the #14 Alcap Ridge Account the receivables will likely be closer to 99.3%, until then this is where collection stands at this time.
4. Current Bond/SIF Data - 06/07 – Reviewed, No Action

b. Assessment Study- Proposed (ROA)– Letter to Developers & Potential 2007 Assessment Property Owners List w/ Examples

Tom Gunn makes a motion to approve the proposed amendments to the Rule of Apportionment of Sewer Benefit Assessments (ROA), for said document to be filed with the Town Clerk's Office, and for the new assessment method to become affective immediately, 2nd by Jonathan Beatty.

All in Favor, Motion Passes

c. Sewer Line Rehab – Advertised for Bids 6/1/07, Documents Available to Public 6/5/07

Rich Peck indicates that 11 Bid Packets have been picked up; the bids must be in by June 25th by 2:00PM.

d. User Charge Study – New Reports Ready – 2nd Pilot Study in Late May

Sarah Voog comments that all data from the water company has been converted and the new reports are created to run the study for single family homes based on gallons used, not the meter readings that initially created too many error files and erroneous reads. The Study is set to be run this week and a report for the July meeting will be prepared.

e. Evergreen Active Adult – Phase 1 Complete, Project Construction on Hold – Project status remains the same.

f. Harper's Meadow Subdivision – Final Inspection to be Made After Road Paved.

Rich Peck says the sewer main project is completed, however the final inspection will not be done until the road is paved over, as manholes etc. can shift with the final paving.

- g. Pasco Hill Subdivision – 2 Yr Maintenance Bond (CASH) to be Released Upon Completion of Sewer As-Builts, Sewer Easement not Filed with Town Clerk – Still Pending- Project status remains the same- No Action.
- h. West Street Commons (Active Adult) – Project Under Construction - Project status remains the same- No Action.
- i. 263 Main Street – Draft DP-A Pending Acceptance/Signing by Developer
- j. Pondview Estates (Willowbrook Rd)- Draft DP-A Pending Acceptance/Signing by Developer- Project status remains the same- No Action.
- k. Coles Brook Commerce Park – Final 2 Year Inspection Completed, Developer to Repair Faults Found with 3 Manholes, Release of Bond Set for July 9th Meeting- Reviewed, No Action
- l. Brother's Automotive 45 Commerce Drive – DP-A Bonding, SIF & Assessment Figures Pending Engineer's Approval
Rich Peck indicates that the Town Engineer came back today; number recommendations will be ready for the July meeting.

9. New Business - None

10. Miscellaneous

- a. STEAP Grant –RFQ Discussion -
Rich Peck explains that a pre-proposal conference is to be held on Wednesday at 10:00AM, followed by a walk through the project site.

11. Adjournment

**Jonathan Beatty makes a motion to adjourn the meeting, 2nd by Tom Gunn.
The meeting was adjourned at 7:21PM**

Respectfully Submitted By,

Sarah A. Voog
CWPCA Commission Clerk