

CROMWELL WATER POLLUTION CONTROL AUTHORITY
REGULAR MEETING
Monday, November 19, 2007
7:00PM ROOM 224/225

Minutes

1. Call to Order

Chairman Pie' calls the meeting to order at 7:00PM.

2. Roll Call and Seating of Alternates

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

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

Excused: Director of Public Work, Robert R. Jahn, Jonathan Beatty

3. Approve/Amend Agenda

Chairman Pie makes a motion to move 9.a. Fair View Estates to 6.a after Citizens Comments, 2nd by Tom Gunn.

All in Favor, Motion Passes

4. Approval of Minutes

a. October 15, 2007 Regular Meeting

Tom Gunn makes a motion to approve the minutes as presented, 2nd Eric Zeilor.

All in Favor, Motion Passes

5. Report of Chairman

a. Member's Report – Chairman Pie' asks what the status of the sewer garage repair was. Rich Peck explains that the bid date passed with no bids submitted, so the date has been extended.

b. Staff Report - None

6. Citizens Comment

6.a. Fair View Estates (moved from 9.a.)

Loni Gardner of Murtha Cullina LLP, representing Millane Nurseries, Inc ("Millane"), gives an overview of the project and sewer requirement waiver request.

Vice Chair, Alice Kelly, arrives at the meeting at 7:10PM

The presentation continues: Ms. Gardner explains that the project consists of a 4-lot subdivision with one existing home and 3 new homes with septic systems proposed. The Sewer Administrator, Rich Peck & Health Director, Wes Bell both agree in written memos that the conditions of the soil are ideal to support septic and the sanitary sewer system is not accessible with out being overly burdensome to the proposed project. Rich Peck indicates that if future development should make sewer accessible to the project all 7 lots consisting of Fair View Estates would be subject to assessments regardless of the condition of

the septic systems in place. In addition, there was no apparent benefit to the Town to require a force main sewer system to service this project. Alice Kelly tells the assembled that she is not in favor of septic and that she believes the Authority should have known about these lots under consideration last year when the other 4 lots were approved for septic. Mike Millane explains that the moratorium in place by P&Z at the time prevented the entire project from being presented as a whole. They were not sure at that time if they would proceed with this phase and that this will complete the Field Road frontage of the parcel. Alice Kelly also indicates that she was not pleased with the way the septic project was brought to the Authority. Chairman Pie' says he has no problem with the proposal and agrees that future sewer expansion should include these homes.

Chairman Pie' makes a motion to approve the waiver as requested for the second phase of Fair View Estates, 2nd by Alice Kelly

Vote: Yes: Chairman Pie, Tom Gunn and Eric Zeilor

No: Alice Kelly

Majority Vote Yes, Motion Carries

7. Bills and Correspondence

- a. Request for payment approval of Weston & Sampson Project #2070113, Invoice #154095, Trenchless Rehab Design in the amount of \$1,980.00. Discussion is held.

Alice Kelly makes a motion to approve payment of invoice #154095, as recommended by Richard Peck, Sewer Administrator, 2nd by Eric Zeilor.

All in Favor, Motion Passes

- b. Refund Request for 45 Shunpike Rd – Kmart, Account #102411 in the amount of \$1,468.50. Discussion is held. Sarah Voog explains that an error in the data provided was the cause of the billing error. She comments that in the future, it would be ideal to have the data come into the program in digital format, as this will provide more accurate consumption billing for the current consumption accounts. She proposes that the charge method remain the same, only that the data be downloaded into the billing program and not hand keyed.

Alice Kelly makes a motion to approve the refund request for 45 Shunpike Road, Account #102411 (K-Mart), as presented by staff, 2nd by Tom Gunn.

All in Favor, Motion Passes

Chairman Pie', per Robert's Rules of Order, adds a line item transfer item to the Agenda, 2nd Alice Kelly.

All in Favor, Motion Passes

Alice Kelly makes a motion to approve a line item transfer of monies from within the Sewer Usage Budget (2007-2008) to cover the unanticipated refund for an incorrectly billed Usage charge as

**follows: from Line Item #15803000-71100, Wages, to Line Item #15803000-78998, Prior Year Refunds, in the amount of \$1,468.50, 2nd by Tom Gunn.
All in Favor, Motion Passes**

8. Old Business

- a. Financial Report
 1. Delinquent Assessment & Usage Account Updates October- 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 7203.20 Units @ 95% = 6843.04
Reviewed, No Action
 4. Current Bond/SIF Data - 11/07 – Reviewed, No Action
- b. Assessment Study –Exploring Phase 2 (New Town Projects-ROA) – Reviewed, No Action
- c. Sewer Line Rehab – Project Underway, Dukes Root Control Treated Areas with Roots and Advanced Pipe has Completed the Pipeline Cleaning and TV Inspection.
Rich Peck says that the CIPP relining will begin in about 2 weeks and is anticipated to be completed before Christmas.
- d. User Charge Study –Data/Charge Basis under Review. Meeting Was Held With The Water Company On Commercial & Multi-Family Meter Accounts, All Accounts Test Pilot Data Pending.
Sarah Voog states that she met with Jane Tosto at the Water Department, the meeting went very well. As a result, she was provided a full report of all billed water accounts that will be used to resolve the commercial & multi- family meter issues still pending. Whatever questions still remain after the input of the meter data, she will meet with Jane again as necessary.
- e. Evergreen Active Adult – Phase 1 Complete, Project Construction on Hold – Reviewed, No Action
- f. Harper’s Meadow Subdivision – Final Inspection to be Made After Road Paving
Rich Peck says he may recommend approval of the sewer line with no bond reduction if the paving issue remains unresolved.
- g. Lowe’s Home Center- Draft DP-A Pending Acceptance/Signing by Developer – Reviewed, No Action

- h. Pondview Estates (Willowbrook Rd)- Draft DP-A Pending Acceptance/Signing by Developer - Still Pending- Reviewed, No Action
- i. Brother's Automotive 45 Commerce Drive – Construction Nearing Completion Rich Peck indicates that the project is nearing the maintenance phase and expects it to be completed by the December meeting.

9. New Business

a. Fair View Estates, Phase 2- Proposed Subdivision on Field Road. Millane Nurseries are Requesting Waiver of Sewer Connection. (Attached memo R.Peck and waiver request, Millane) - Moved to Item 6.a.

b. 3 Pasco Hill Rd/71 North Rd – Sewers Completed, Recommend Acceptance and Bond Reduction
A brief discussion is held.

Alice Kelly makes a motion to accept the sewers for use and to release the Performance and Payment Bond of \$21,000 minus the required \$2,100 Maintenance Bond that shall be held for a period of two years, 2nd by Eric Zeilor.

All in Favor, Motion Passes

Eric Zeilor makes a motion to return the unexpended SIF monies out of the original retainage amount of \$813.00 and keep \$162.00 for the maintenance phase of 3 Pasco Hill Rd/71 North Rd project until final inspection, 2nd by Tom Gunn.

All in Favor, Motion Passes

10. Miscellaneous

a. Line Item Transfer Approval for Fiscal Year 2006-2007.

Eric Zeilor asks what an unanticipated expense is. Rich Peck explains that the medical benefit costs are provided each year for budgeting purposes and sometimes the amount is not the amount actually billed.

Alice Kelly makes a motion to approve a line item transfer of monies within the Sewer Usage Budget (2006-2007) to cover the unanticipated increase for medical benefit charges for fiscal year 2006-2007 as follows: from Line Item #15803000-71300, Overtime Wages, to Line Item 15803000-72110, Employee Benefits & Uniforms, in the amount of \$3,577, 2nd by Eric Zeilor.

All in Favor, Motion Passes

11. Adjournment

Chairman Pie makes a motion to adjourn at 7:35PM, 2nd by Alice Kelly.

Respectfully Submitted By,

Sarah A. Voog
CWPCA Commission Clerk