

CROMWELL WATER POLLUTION CONTROL AUTHORITY
REGULAR MEETING
Monday, October 15, 2007
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,
Secretary/Treasurer, Eric Zeilor, Tom Gunn, Jonathan Beatty

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

Excused: Director of Public Work, Robert R. Jahn

3. Approve/Amend Agenda

**Tom Gunn makes a motion to approve the agenda as presented, 2nd by
Alice Kelly.**

All in Favor, Motion Passes

4. Approval of Minutes

a. September 10, 2007 Public Hearing/Regular Meeting

**Alice Kelly makes a motion to approve the minutes as presented, 2nd
Tom Gunn.**

All in Favor, Motion Passes

5. Report of Chairman

a. Member's Report- Chairman Pie says he was informed that all boards approved the ceiling for the Sewer Garage and the process will be moving forward to fix it. Rich Peck indicates that the insulation concern maybe handled by using a spray on form of insulation.

b. Staff Report – C. Stevenson to discuss Northern Industrial Tier etc. Craig Stevenson, Town of Cromwell Economic Developer, explains the project scope of the Northern Tier of Cromwell to the Authority. He states that the plan has been an intensely involved one for several years. He says he was under the impression that the Authority had been informed throughout the process, but he apologizes that he did not come to a meeting to discuss the project's scope before tonight's meeting. The section that the Grant is specific to is the parcel on the west side of Shunpike Road beginning at the Transfer Station and running in a southerly direction to Coles Road and is comprised of approximately 90 Acres. A good deal of the time was spent working with the State to try to secure funding, the due diligence was tremendous and the project could only be funded 50%, so he looked into a Small Town Assistance Program (STEAP) grant and found that the project fit the criteria required and the

project could potentially be funded 100%. Due to the Connecticut Environmental Policy Act (CEPA), the project has taken three years to get to this point. He states that the Town staff and 1st Selectman have all met and reviewed the project and determined that the number one priority will be the improvement of the pumpstation and the extension of the sewer infrastructure to service the western parcel of the Northern Tier, the cost of which, will likely use up most of the \$445,000 grant. The sewer extension will be designed to run under the Algonquin Gas line and will eliminate the need for another pumpstation and will provide gravity fed service to the area. Tom Gunn asks how many potential lots and Craig Stevenson explains there are 17 shown but there could be as many as 30 if the average lot is two or so acres. Eric Zeilor asks what the time frame for the project is and Craig says about six or so months, late spring early summer is the target. Craig Stevenson notes that the lots with the Interstate 91 frontage are very desirable to corporate type businesses. The land area is dry and flat. The area is currently an industrial zone, but is moving forward toward an upgrade to business zoning so that commercial investors will be interested. The potential grand list increase for the land and buildings combined could be in the 14-20 million dollar range and generate an annual increase of revenue monies for the Town somewhere around \$400,000-\$500,000. Rich Peck indicates that the sewer line will run approximately 600' down the Town's easement into the area and interested developers will have access to the sewer system.

Craig Stevenson thanks the Authority for all the hard work they did on revising the "Rule of Apportionment" for assessments. He comments that the effort will result in a much more competitive market for growth and that it has done as much for the Town to attract the kind of growth it needs as any effort that the Economic Development Commission has made.

6. Citizens Comment -None

7. Bills and Correspondence

- a. Request for payment approval of Stearns & Wheler, LLC Project #50073, Invoice #32564 in the amount of \$3,200.00.

Alice Kelly makes a motion to approve payment of Stearns & Wheler, LLC Project #50073, Invoice #32564 in the amount of \$3,200.00, 2nd by Jonathan Beatty.

All in Favor, Motion Passes

8. Old Business

- a. Financial Report
 1. Delinquent Assessment & Usage Account Updates September- Reviewed, No Action
 2. Budget Update Reports- a. Assessment, b. Usage c. Published Caveat/Notice of Assessment & New Assessment Receivable Data- Reviewed, No Action

3. EDU Report Budgeted 2007-2008 7167.80 Units @ 95%= 6809.41
Current EDU Report 7193.20 Units @ 95% = 6833.54- Reviewed, No Action
 4. Current Bond/SIF Data - 10/07 - 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 Identified with Roots
Rich Peck explains that the root treatment is well under way and flyer as well as published notices will precede any work that has the potential to disrupt the normal flow of traffic etc.
 - d. User Charge Study –Data/Charge Basis under Review. Meeting with Water Company and Commissioners Needed, Commercial & Multi-Family Meter Issues Still Pending. Test Pilot Data Accounts to be Brought up to Current Status.
Sarah Voog indicates that there is a meeting with her and Jane of the Water Company pending scheduling.
 - 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 – Reviewed, No Action
 - g. Lowe’s Home Center- Draft DP-A Pending Acceptance/Signing by Developer- Reviewed, No Action
 - h. Pasco Hill Subdivision – Recommending Maintenance Bond be Released, Sewer As-Builts Received, Sewer Easement Filed with Town Clerk
**Tom Gunn makes a motion to release Pasco Hill Sewer Project’s 2-year Maintenance Bond in the amount of \$21,000 and unexpended SIF maintenance fees, if applicable, per the recommendation of Richard Peck, Sewer Administrator, 2nd by Jonathan Beatty.
All in Favor, Motion Passes**

West Street Commons (Active Adult) – Sewers Completed, Recommend Acceptance and Bond Reduction
**Alice Kelly makes a motion to approve the request for bond reduction from \$15,800 to \$1,580 for the maintenance phase and return any SIF retainage monies to the developer, if applicable, per the recommendation of Richard Peck, Sewer Administrator, 2nd by Jonathan Beatty.
All in Favor, Motion Passes**

- i. 263 Main Street – Request for Bond Reduction by Developer. Staff Recommendation to Release Bond; State Property Restored to Original Condition. R. Peck Memo
Alice Kelly makes a motion to approve the request for bond reduction from \$15,000 to \$1,500 for the maintenance phase and return any SIF retainage monies to the developer, if applicable, per the recommendation of Richard Peck, Sewer Administrator, 2nd by Tom Gunn.
All in Favor, Motion Passes
- j. Pondview Estates (Willowbrook Rd)- Draft DP-A Pending Acceptance/Signing by Developer - Still Pending - Reviewed, No Action
- k. Brother's Automotive 45 Commerce Drive –Copy of DP-A Signed by Developer - Reviewed, No Action

9. New Business -None

10. Miscellaneous

- a. Discussion – Admin Clerk Position
Alice Kelly makes a motion to request the Administrative Clerk position be upgraded from a N-3 to a N-4 due the fact that from the time it was originally classified as a N-3 the complexities of the position and skill set requirements have evolved resulting in a notable change in the qualification for the position, 2nd by Jonathan Beatty.
All in Favor, Motion Passes
- b. R. Peck – Letter sent to State Representative, Jim O'Rourke for Funding of Projects
Alice Kelly thanks Rich Peck for the letters he has written to State Rep. O'Rourke. She believes that it has had an impact and some funding will come of the effort. She remarks that \$500,000 was allocated for Cromwell sewer funding in the last package that Gov. Rell vetoed.

11. Adjournment

Jonathan Beatty makes a motion to adjourn the meeting at 8:07PM, 2nd by Tom Gunn.
All in Favor, Motion Passes

Respectfully Submitted By,

Sarah A. Voog
CWPCA Commission Clerk