

CROMWELL WATER POLLUTION CONTROL AUTHORITY REGULAR MEETING
 MONDAY, ~~May~~ ^{May} 9, 2016 7:00 PM ROOM 224/225
MINUTES

1. Call to Order

Chairman Alice Kelly called the meeting to order at 7:00 PM.

2. Roll Call and Seating of Alternates

Present: Chairman Alice Kelly, Robert Jahn, Timothy Griffin

Also Present: Town Council Liaison Richard Newton, Sewer Administrator Richard Peck,

Absent: Vice Chairman Eric Zeilor, Commission Clerk Sarah Voog

3. Approve/Amend Agenda

**Robert Jahn made a motion to approve the agenda, 2nd by Timothy Griffin All in Favor.
 Motion Passed.**

4. Approve/Amend Minutes

a. March 14, 2016 Regular Meeting

Timothy Griffin made a motion to approve the March 9, 2015 Minutes, Second: Robert Jahn.

Vote Yes: Alice Kelly, Timothy Griffin, Robert Jahn

b. April 11, 2016 Regular Meeting - Tabled

5. Report of Chairman

a. Member's Report

Chairman Kelly said she had no comments.

b. Staff Report

Rich Peck said he had no comments not covered on the agenda.

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5-12-2016 at 9:45AM.
 TOWN CLERK'S OFFICE
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Lou Spina
 TOWN CLERK

6. Citizen Comments

There were no citizen comments.

7. New Business

Pickup Truck with Plow – modify budget appropriation – the original quote with Jackson Chevrolet included a trade-in \$1,691.00. Lou Spina, Director of Public Works Spina is recommending that the truck being traded which is a diesel with a plow can be sold for more than the trade-in. Therefore, the Quote to Jackson Chevrolet needs to be increased by \$1,056 as we will not have a trade-in.

Motion: Robert Jahn. Second: Timothy Griffin.

Motion: We move to authorize the Finance Director to appropriate \$1,056 from the Sewer Capital Non-recurring Vote fund balance to the Capital Non-recurring line item 26008000-77318Y

Vote Yes: Alice Kelly, Timothy Griffin, Robert Jahn

8. Old Business

a. I/I Program – Draft 3 Sump Pump/Inflow Disconnection Financial Assistance Grant Policy

The Authority members discussed the draft proposal with Sewer Administrator Richard Peck and he will ask the attorney if the funding account should be included in the policy so that all that wish to participate can be funded.

Robert Jahn made the motion - Second: Timothy Griffin

Motion: Forward the Sump Pump/Inflow Disconnection Financial Assistance Grant Policy to Murtha and Cullina attorney with expertise in CWPCA matter.

Vote Yes: Alice Kelly, Timothy Griffin, Robert Jahn

b. Northwoods Estates Phase 2 Final Release Pending – No action

9. Bills and Correspondence – None

10. Financial Reports

- a. Receivables/Delinquent Assessment & Usage Account Updates
- b. Budget Update Revenues/Expenditures – Assessment, Usage & CNR
- c. Bond & SIF Status

Commissioner Jahn question of why revenues from late fees and liens are not itemized on the report and he will be sending his questions to Sewer Administrator Peck who will go over the report with Sara Voog. A memo to the Authority explaining why these items are not itemized will be sent out before our next meeting. Also this will give Commissioners time to review and if further information is needed. Also all correspondence to Sewer Administrator Peck to be copied to all commissioners.

11. Miscellaneous

a. Discussion of Future Sewer Rehab Project Funding

Sewer Administrator Richard Peck gave an overview of his concerns regarding the present sewer infrastructure. His recommendation is that we proceed with improving and rectifying areas of disrepair with the funding that we now have. These areas are outlined in the Cardinal Engineering report at a cost of approximately \$1.2 million.

The Authority requested that he send out a priority listing of all areas to the Authority well in advance of our next meeting. This will give Commissioners a chance for a full review of the document.

- b. Sewer Administrator informed the Authority that there will be meeting on May 23 regarding the new revenue department. Chairman Kelly has been invited and will attend.

12. Adjournment

**Robert Jahn made a motion to adjourn the meeting at 7:40 PM, 2nd by Timothy Griffin.
All in Favor. Meeting Adjourned.**

Respectfully Submitted By:


Alice M. Kelly
CWPCA Chair