CROMWELL WATER POLLUTION CONTROL AUTHORITY
PUBLIC HEARING & REGULAR MEETING
MONDAY, OCTOBER 17, 2016
7:00 PM ROOM 224/225
MINUTES

RECEIVED FOR FILING
10-19 2016 at 2:43 P M.
TOWN CLERK'S OFFICE
CROMWELL, CONN.
Lori Cavanaugh, asst
TOWN CLERK

1. **Call Public Hearing to Order**
   Chairman Alice Kelly called the hearing to order at 7:00PM.

2. **Introduction of Authority Members**
   The members introduced themselves as Chairman Alice Kelly, Robert Jahn, Timothy Griffin, and Kenneth Slade.

3. **Reading of the Call of Hearing**
   Notice is hereby given that the Cromwell Water Pollution Control Authority will hold a Public Hearing, at which all parties desiring to be heard will be afforded the opportunity to be heard, at 7:00 PM on Monday, October 17, 2016, in Room 224/225 of the Cromwell Town Hall, 41 West Street, Cromwell, Connecticut, for the purpose of:

   1. Consideration & Possible Action to Approve a Transfer of $745,000 of Sewer Usage Funds for Sewer CNR Funding - Continuation of Sewer Rehab, Phase IV Expenditures.

   A copy of the proposed transfer of Usage Funds to the Sewer CNR Budget to be considered at said Public Hearing is on file and available for inspection at the office of the Cromwell Town Clerk during normal business hours.

   CROMWELL WATER POLLUTION CONTROL AUTHORITY
   By: Alice Kelly, Chairman
   Dated at Cromwell, Connecticut
   October 3, 2016

   Commission Clerk Sarah Voog read the Call of the Hearing into the record.

   Kenneth Slade made a motion to open the public hearing, 2nd by Tom Gunn.
   All in Favor. Motion Passed.

4. **Citizen 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 each comment will be established, a person speaking that has met the limit 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 meeting's recording.
   Chairman Kelly asked if there were any citizen comments. There were none.

5. **Read Any Correspondence Into Record**
   None

6. **Close Hearing** - Thank all in Attendance
   Robert Jahn made a motion to close the public hearing, 2nd by Kenneth Slade.
   All in Favor. Motion Passed.

Regular Meeting

1. **Call to Order**
   Chairman Alice Kelly called the meeting to order at 7:05 PM.

2. **Roll Call and Seating of Alternates**
   Present: Chairman Alice Kelly, Members: Robert Jahn, Timothy Griffin, Kenneth Slade
   Also Present: Sewer Administrator Richard Peck, Commission Clerk Sarah Voog
   Excused: Vice Chairman Eric Zeilor

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. September 12, 2016 Regular Meeting
   Timothy Griffin made a motion to approve the minutes as presented, 2nd by Kenneth Slade.
   All in Favor. Motion Passed.

5. **Report of Chairman**
   a. Member's Report - None
   b. Staff Report
   Rich Peck informed the Authority members that sewer personnel would be installing three new laterals to service the 678 Main Street 3-lot subdivision. He explained that the property owner of 678 Main Street has one paid assessment from the 1996 sewer installations, but was not provided a lateral, although ultimately paid for one. He noted that the other two parcels will be assessed for the new sewer benefit in the future.

6. **Citizen Comments**
   None

7. **New Business**
   None

8. **Old Business**
   a. Discussion/Action on Public Hearing - Proposed Sewer CNR Funding
   Discussion regarding the Authority's motion to approve, at last month's sewer meeting, moving money from Sewer Usage funds to Sewer CNR funds. Rich Peck explained that the Authority needs to formally approve the transfer of Sewer Usage funds to Sewer CNR funds now that the public hearing has been held and closed in order to adhere to budget funding procedures.
   Kenneth Slade made a motion to approve appropriation of $745,000 to come out of the Sewer Usage Fund-158 to be moved into the Sewer CNR Fund-260 to be used for the continuation of the Sewer Study/Rehabilitation Phase IV, 2nd by Timothy Griffin.
   All in Favor. Motion Passed.

   b. Cardinal Engineering Associates - Review/Action on R. Peck Memo
   Rich Peck reviewed key points of CEA's memo to the Authority addressing the advantages of utilizing their firm for the design of sanitary sewer rehabilitation. He said that the cost savings to keep the same firm moving forward would be about $25,000. He noted that Public Works Director Lou Spina has met with the Town Manager Anthony Salvatore on this matter. Rich Peck also said

Lou Spina and the Finance Director Marianne Sylvester concur with the proposal to move forward to the Town Council for approval to waive the Bidding requirement for the continuation of Cardinal Engineering Associates Inc. engineering services for the Phase IV Sewer Rehabilitation.
Timothy Griffin made a motion to approve the Request to waive the Bidding or QBS requirement for the continuation of Cardinal Engineering Associates Inc. engineering services for the Phase IV Sewer Rehabilitation Memo from the CWPCA to be submitted to the Town Council for approval, 2nd by Kenneth Slade.
All in Favor. Motion Passed.

c. Northwoods Estates Phase 2 (Bucks Crossing) – Final Release, R. Peck Memo
Rich Peck explained that the project sewer main line had some sagging in areas that has been raised and fixed to specifications. He said the lines have been videoed and he is recommending approval for final release of Northwoods Estates Phase 2 (Bucks Crossing).
Robert Jahn made a motion to recommend final release of Northwoods Estates Phase 2 Sewer Project's 2-year Maintenance Bond and any unexpended SIF, 2nd by Kenneth Slade.
All in Favor. Motion Passed.

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 (Pending Item on Agenda)
The Authority reviewed, with no action, Items 10. a-c Financial Reports.

11. Miscellaneous
None

12. Adjournment
Robert Jahn made a motion to adjourn the meeting at 7:21 PM, 2nd by Kenneth Slade.
All in Favor. Meeting Adjourned.

Respectfully Submitted By,

Sarah A. Voog

Sarah A. Voog
CWPCA Commission Clerk