


**Cromwell Water Pollution Control Authority
Special Meeting/Budget Workshop
Monday, January 28, 2019
7:00 PM Room 224/225
Minutes**

RECEIVED FOR RECORD
Jan 30, 2019 02:03P
JOAN AHLQUIST
TOWN CLERK
CROMWELL, CT 

1. Call to Order

Chairman Alice Kelly called the meeting to order at 7:05PM

2. Roll Call and Seating of Alternates

Present: Chairman Alice Kelly, Vice Chairman Eric Zeilor, Robert Jahn, Allan Spotts.
Also Present: Liaison Richard Newton, Sewer Administrator Richard Peck, Clerk Laura Criscuolo

3. Approve/Amend Agenda

Chairman Alice Kelly made a motion to approve the agenda, 2nd by Member Robert Jahn. All in Favor. Motion Passed.

4. Approve/Amend Minutes

a. A motion to approve December 10, 2018 Regular Meeting: **Chairman Alice Kelly made a motion to approve December 10, 2018 Regular Meeting minutes. Member Robert Jahn made a motion to amend the December 10, 2018 Regular Meeting Minutes to indicate under the Financial Reports Section A, the title of John Carriers is Representative of the Contractor at Harbor Meadows on Field Road, 2nd by Vice Chairman Eric Zeilor. All in Favor. Motion Passed.**

5. Report of Chairman

a. Member's Report: The board of finance had a tie vote; the resolution for the Sewer Public Works facility is null & void. Chairman Alice Kelly attended a Special Town Council Meeting tonight at the town council, they made a new resolution to move ahead and ask the board of finance to move ahead as soon as possible & not wait the 5 weeks if possible. The concern of the Board of Finance, one being the contingents of why they turned it down is not enough information; they didn't have the information in their packet before the meeting.

b. Staff Report – Nothing to report at this time, everything is on the agenda

6. Citizen Comments

No Citizen Comments at this time

7. New Business –

a. Marianne Sylvester will not be attending the meeting tonight. If there are any questions for Marianne Sylvester, forward them to Chairman Alice Kelly & she will forward to Marianne Sylvester for review before the Cromwell Water Pollution Control Authority Meeting.

b. Discussion & Action on FY 2019-2020 EDU Rate, Usage and Assessment & CNR Budgets and to Move to Public Hearing in February – Separate Budget Packet Enclosed: Sewer Administrator Richard Peck reviewed/discussed the Proposed Sewer Usage Budget 2019-2020 Balance Sheet line item by line item and recommended that the Proposed Sewer Usage Budget 2019-2020 Balance Sheet in the amount of \$2,078,508. Any questions should be directed to Sewer Administrator Richard Peck Sewer & CC: Chairman Alice Kelly. **Member Allan Spotts made a motion for the EDU to increase to 275, 2nd by Vice Chairman Eric Zeilor. All in Favor. Motion Passed. This will go to the public hearing in February. Chairman Alice Kelly made a motion to approve the Proposed Sewer Usage Budget 2019-2020 Balance Sheet in the amount of \$2,078, 508, 2nd by Vice Chairman Eric Zeilor. All in Favor. Motion Passed.**

Proposed Sewer Assessment Budget 2019-2020 Balance Sheet: Assessment Receipts of \$48,000 we should receive in the 1st phase, total estimate revenue \$53,272, this balance sheet reviews the construction projects, no bonds. **Member Robert Jahn made a motion to approve the Proposed Sewer Assessment Budget 2019-2020 Balance Sheet, 2nd by Member Allan Spotts. All in favor. Motion Passed.**

8. Old Business

- a. Sanitary Sewer I/II Project-VMS Construction Company, Punch List Items Left: Still waiting for punch list to be completed, still holding back monies
- b. Town of Cromwell Public Works/CWPCA Facilities – Contractor, D’Amato Construction Co., Inc.: No Update at this time

9. Bills and Correspondence

- a. Cardinal Engineering-Request to approve to pay Invoice No.2236/17 in the amount of \$18, 988.20 for Construction Phase, Contract Administration & Rep Services: **Vice Chairman Eric Zeilor made a motion to approve to pay Cardinal Engineering Invoice No.2236/17 in the amount of \$18, 988.20 for Construction Phase, Contract Administration & Rep Services by the recommendation of Sewer Administrator Richard Peck, 2nd by Member Allan Spotts. All in Favor. Motion Passed.**

10. Financial Reports

- a. Receivables/Delinquent Assessment & Usage Account Updates: No updates at this time
- b. Budget Update Revenues/Expenditures-Assessment, Usage & CNR: Nothing to report at this time
- c. Bond & SIF Status: Nothing to report at this time

11. Miscellaneous:

- a. Budget Report Samples: Pleased with budget report samples

12. Adjournment

Member Robert Jahn made a motion to adjourn the meeting at 8:27PM, 2nd by Vice Chairman Eric Zeilor. All in favor. Meeting adjourned

Respectfully Submitted By: Laura Criscuolo, CWPCA Commission Clerk