

**Cromwell Water Pollution Control Authority
Special Meeting
Thursday, March 14, 2019
6:30 PM Room 224/225
Minutes**

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Mar 15, 2019 10:03A
JOAN AHLQUIST
TOWN CLERK
CROMWELL, CT

1. Call to Order

Chairman Alice Kelly called the meeting to order at 6:35PM

2. Roll Call and Seating of Alternates

Present: Chairman Alice Kelly, Vice Chairman Eric Zeilor, Robert Jahn, 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 Vice Chairman Eric Zeilor. All in Favor. Motion Passed.

4. Approve/Amend Minutes

a. February 11, 2019 Public Hearing/Regular Meeting: **Vice Chairman Eric Zeilor made a motion to approve the agenda, 2nd by Member Robert Jahn. All in Favor. Motion Passed.**

b. February 11, 2019 Regular Meeting: **Vice Chairman Eric Zeilor made a motion to approve the agenda, 2nd by Member Robert Jahn. All in Favor. Motion Passed.**

5. Report of Chairman

- a. Member's Report: Nothing to report at this time
- b. Staff Report – Nothing to report at this time

6. Citizen Comments

No Citizen Comments at this time

7. New Business –

a. Sewer Line Easement Release for 38R Timber Hill Road. R.Peck Memo: Sewer Administrator discussed the memo in reference to Resident of 38R Timber Hill Road has asked the Town of Cromwell to remove a sewer line easement agreement created in 1971. The existing sewers are appropriate & consistent with the Cromwell Sewer System Service Area Map Plan. Chairman Alice Kelly is in agreement to send this letter to the Town Council. No formal motion is required.

8. Old Business

- a. Public Works/CWPCA Facility: Meeting/Voting will be held on Wednesday, March 20, 2018, 12noon – 8:00pm.
- b. Arbor Meadows (off Field Rd) – construction of Sewer Mains Ongoing: Is going well, working on Manhole #6
- c. SCADA Pump Station Monitoring System Installed, Testing General Alarms & Completing Final Alarm Hookups: Most systems have been installed, working on old

alarm system. The system will be used to identify alarms. Notification of alarms will be a phone alert & will go directly to the department, before going to the police station.

9. Bills and Correspondence

a. Cardinal Engineering-Request to Approve to Pay Invoice No.2236/18 in the Amount of \$4619.83 for Construction Phase, Contract Administration & Project Rep: Project is nearing completion. **Vice Chairman Eric Zeilor made a motion to approve Cardinal Engineering Invoice No.2236/18, by the recommendation of Sewer Administrator Richard Peck in the amount of \$4619.83, 2nd by Member Robert Jahn. All in Favor. Motion Passed.**

b. Cardinal Engineering-Request to Approve to Pay Invoice No.2236/19 in the Amount of \$866.60 for Construction Phase, Contract Administration: **Vice Chairman Eric Zeilor made a motion to approve Cardinal Engineering Invoice No.2236/19, by the recommendation of Sewer Administrator Richard Peck in the amount of \$866.60, 2nd by Member Robert Jahn. All in Favor. Motion Passed.**

c. NIC Systems Corp-Request to Pay Invoice # 119-78 in the amount of \$49,536.00 for the installation of the SCADA Monitoring System: **Vice Chairman Eric Zeilor made a motion to approve NIC Systems Corp Invoice # 119-78, by the recommendation of Sewer Administrator Richard Peck in the amount of \$49, 536.00, 2nd by Member Robert Jahn. All in Favor. Motion Passed.**

10. Financial Reports

a. Receivables/Delinquent Assessment & Usage Account Updates: Nothing to report 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. Vice Chairman Eric Zeilor asked what is the standard/requirement of Public Works for town road sealer. Sewer Administrator Richard Peck will review the town road specs.

b. Member Robert Jahn request to have the Capital Reoccurring Fund Report at the CWPCA Monthly Meeting. Sewer Administrator Richard Peck will request this report from Finance Department to bring to the CWPCA Monthly Meeting.

12. Adjournment

Member Robert Jahn made a motion to adjourn the meeting at 7:01PM, 2nd by Vice Chairman Eric Zeilor. All in favor. Meeting adjourned

Respectfully Submitted By:

Laura Criscuolo, CWPCA Commission Clerk