

CROMWELL WATER POLLUTION CONTROL AUTHORITY
REGULAR MEETING MINUTES
MONDAY, August 14, 2017
7:00 PM ROOM 224/225

MINUTES

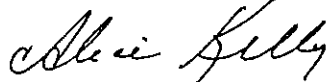
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1. Call To Order
Chairman Alice Kelly called the meeting to order at 7:00 PM.
2. Roll Call and Seating of Alternates
Present: Chairman Alice Kelly, Timothy Griffin, Robert Jahn,
Also present: Sewer Administrator Richard Peck,
Absent: Vice-Chair Eric Zeilor, Kenneth Slade , Town Council Liaison Richard Newton
3. Approve/Amend Agenda
Mr. Peck amended the agenda to add under New Business:
7. b. Sump Pump/Inflow Disconnection Financial Assistance Grant Policy
Robert Jahn made motion to approve agenda as amended. Second: Timothy Griffin
All in Favor. Motion Passed
4. Approve/Amend Minutes – June 12, 2017 Regular Meeting
Timothy Griffin made a motion to approve the minutes as presented. Robert Jahn Second.
Motion Passed.
5. Report of Chairman
 - a. Member's Report
 - b. Staff ReportAll reports covered under agenda items.
6. Citizen Comments
There were no citizen comments
7. New Business
 - a. Draft – Agreement for Private Inflow Removal Program, recommend sending to attorney for review.
 - Important Notice Regarding Illegal Sump Pump Connections to be sent for publication in various newspapers that CWPCA uses for various notices. After discussion, Mr. Peck will revise Homeowner Letter (to be sent to homeowners that have been identified as possible violations.) Tim Griffin asked that in the letter clarify our code 193-6 is following protocol of the state EPA. 4th paragraph – Mr. Jahn recommended a change: ~~If you are in~~ to If there is a violation.....
 - Application for Participation
 - **Agreement – Richard Peck will be forwarding this document to the Town Attorney for review before finalization.**
 - b. Sump Pump/Inflow Disconnection Financial Assistance Grant Policy Funding
Richard Peck met with Finance Director Marianne Sylvester regarding the procedure for dispensing of funds and the following motion was recommended:
Tim Griffin Motion: To approve the Finance Director to create an account within CNR Fund 2600800 in the amount of \$114,000 for the Phase IV I/I Rehabilitation, CWPCA Sump Pump/Inflow Disconnection Financial Assistance Grant Policy. Funds to be used to reimburse Customers who comply with the Grant Policy and to reduce the appropriation within Phase IV I/I Rehab by this amount.
Robert Jahn Second. Motion Passed

8. Old Business
 - a. Cardinal Engineering Agreement for Engineering Design and Construction Contract Administration signed by Chair. Richard Peck informed the Authority that preliminary work has begun.
 - b. Discussion on Sewer Assessments – Mr. Peck will present a proposal in September
9. Bills and Correspondence
 - a. Request to approve refund in the amount of \$265 for overpayment of Sewer Use Fee for 2 Oxford Lane. Tim Griffin made the motion to approve refund Bob Jahn Second. **Motion Passed.**
10. Financial Reports
 - a. Receivables/Delinquent Assessment & Usage Account Updates
Bob Jahn spoke with Mr. Sienna and reported that the \$681 bounced check in May Sewer Usage was anomaly.
 - b. Budget Update Revenues/Expenditures – Assessment, Usage & CNR
Mr. Peck will ask Mr. Sienna to come to our September meeting to update the CWPCA on financial reports.
 - c. Bond & SIF Status
11. Miscellaneous – None
12. Adjournment
The meeting was adjourned at 7:45 p.m. Motion: Robert Jahn Second: Tim Griffin

Respectfully Submitted



Alice Kelly, CWPCA Chair