

CROMWELL WATER POLLUTION CONTROL AUTHORITY
REGULAR MEETING
MONDAY, DECEMBER 11, 2017
7:00 PM ROOM 224/5
MINUTES

RECEIVED FOR FILING
12-12-2017 at 8:32 M.
TOWN CLERK'S OFFICE
CROMWELL, CONN.


TOWN CLERK

1. Call to Order

Vice Chairman Eric Zeilor called the meeting to order at 7:00 PM.

2. Roll Call and Seating of Alternates

Present: Vice-Chairman Eric Zeilor, Robert Jahn, Timothy Griffin

Also Present: TOC Liaison Richard Newton, Sewer Administrator Richard Peck,
Commission Clerk Sarah Voog

Absent: Alice Kelly, Kenneth Slade

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. November 13, 2017, Regular Meeting

Timothy Griffin noted that Item 4 Approve/Amend Minutes the motion should read that Robert Jahn made the motion to approve and Timothy Griffin 2nd the motion.

Robert Jahn noted that Item 10.b. should read -No Action- and nothing else.

Robert Jahn made a motion to approve the minutes as amended, 2nd by Timothy Griffin.

All in Favor, Motion Passed.

5. Report of Chairman

a. Member's Report- None

b. Staff Report- Rich Peck said all items are covered on the agenda.

6. Citizen Comments - None

7. New Business

a. Cardinal Engineering is Attending for a Presentation on the Final Sewer Construction Design.

Warren Baethge of Cardinal Engineering gave a presentation of the close to final design of the Inflow/Infiltration Study. He showed a map of the sewer meter sheds and explained that the plans are broken up into these meter sheds with detail and profile drawings of the areas where cured in place pipe (CIPP) relining and open cut replacement of the sewer pipe will occur. He explained that the sewer department is currently clearing and grubbing the easement areas that will need some preparation for the rehab project on those section of the sewer. He noted that a few trees may need clearing and in one section a fence will need to be taken down and replaced. He said not a lot of expense will be needed for this preparation as it is work to be done by Sewer Department personnel. He said he has applied for the permits that will be required for the work to be done within the State roads, which is

minimal. He said he hopes those permits will be approved sometime in January of 2018. He indicated that the project should take about six months to complete once commenced. He said that the on-site trailer was removed and that the specifications will require that the contractor provide space in their trailer if the engineer needs to meet with them. He said that the contractor will be doing their own TVing of areas as part of the scope of work.

Eric Zeilor asked about coordinating with Public Works in regards to road work. Rich Peck said that a few areas were removed as they would have required cutting into newly rehabilitated roads and these areas were not critical. He also said, that both Lou Spina, Public Works Director and Tony Salvatore, Town Manager are excited to get moving on this phase of the rehab project. He indicated that he is keeping them both in the loop.

Richard Peck said that he expects the Sump Pump Grant program that is part of this project to begin in the spring and noted that funds for the grant program are already approved and set aside. He said that the documents are under review by the Town Attorney and should be ready for CWPCA approval soon. He said the next step would be to approve the final design and to move toward the RFP/RFQ phase of the project.

b. Northwood Estates Phase III Sewer Maintenance Bond Release Request, R. Peck Memo

Richard Peck said that it has taken a bit over two years to complete the project as a few adjustments and repairs needed to be made. He said he is recommending approval of the bond release.

Robert Jahn made a motion to approve the bond release for the Northwoods Estates Phase III Sewer Project's 2-year Maintenance Bond in the amount of \$15,000 and any unexpended SIF, 2nd by Timothy Griffin.
All in Favor, Motion Passed.

8. Old Business

a. Cardinal Engineering's Agreement for Engineering Design and Construction Contract Administration. In Progress

No Action

b. Proposed ROA Sewer Assessments Document sent to Town Attorney.

No Action

9. Bills and Correspondence

a. Cardinal Engineering- Request to Approve to Pay Invoice No. 2236/4 in the amount of \$12,000.00 for Final Design Services for the I/I Study Construction Preparation.

Richard Peck reviewed, with the Authority, the Invoice and recommended approval to pay.

Robert Jahn made a motion to approve payment of Invoice 2236/4 in the amount of \$12,000, 2nd by Timothy Griffin.

All in Favor, Motion Passed.

10. Financial Reports

a. Receivables/Delinquent Assessment & Usage Account Updates

b. Budget Update Revenues/Expenditures – Assessment, Usage & CNR

c. Bond & SIF Status

The Authority reviewed with no action Items 10.a. – 10.c.

11. Miscellaneous

- a. Set Special Meeting Date for Late January for Budget Workshop Discussion was held and the tentative date for the January budget workshop/special meeting was set for 7 PM on January 29, 2018.

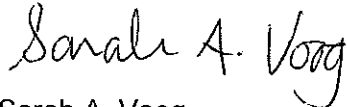
The members wished each other a Merry Christmas and Happy New Year.

12. Adjournment

Robert Jahn made a motion to adjourn the meeting at 7:35, 2nd by Timothy Griffin.

All in Favor, Meeting Adjourned.

Respectfully Submitted By:

A handwritten signature in cursive script that reads "Sarah A. Voog".

Sarah A. Voog
CWPCA Commission Clerk