

CROMWELL WATER POLLUTION CONTROL AUTHORITY
REGULAR MEETING
MONDAY, JULY 9, 2018
7:00 PM ROOM 224/5
MINUTES

1. Call to Order

Chairman Alice Kelly called the meeting to order at 7:04 PM.

2. Roll Call and Seating of Alternates

Present: Chairman Alice Kelly, Vice Chairman Eric Zeilor, Robert Jahn, Allan Spotts

Also Present: Town Council Liaison Dick Newton, Sewer Administrator Rich Peck, Commission Clerk Sarah Voog

3. Approve/Amend Agenda

Rich Peck asked to move agenda New Business Item 8.a. to follow Item 3. Approve/Amend Agenda and Robert Jahn asked to move Miscellaneous Items 11. c. through i. to follow 8.c.,

Robert Jahn made a motion to approve the modified addenda, 2nd by Eric Zeilor.

All in Favor Motion Passed.

Note: Miscellaneous Items 11.c. through i. were addressed as originally listed on the agenda.

8.a. Proposed Sewer Connection for 150 Country Squire Drive Multifamily Development, Milone & McBroom, Inc presentation. R Peck Memo

Rock Emond of Milone & McBroom explained the proposed sewer project. He noted that the site is formally known as the Nike Site. It said it consists of 7 buildings of 160 apartments that is projected to contribute approximately 30,000 gpd of sewage into the sanitary sewer system. He noted that the pool water may not be discharged into the system. He said the proposed sanitary sewer system would connect to the end of the main line on Country Squire Drive to serve the project. The extension would have 7 manholes to access the sewer main; two of which would be maintained by Town and the other five would on private property and be privately maintained. He said the entire sewer line would be gravity. Rich Peck noted that it is a very straight forward project proposal and that he and the town engineer reviewed and made a few requested changes to the plan as noted in the memo in the packet. Rich commented that there are no capacity issues with the projected flows. It was also noted that there would be no other development in that area. Sarah Voog said that because they are apartments that the usage billing would be to the owner of the property and not to individual occupants per sewer Statutes on responsible parties.

Some discussion was held.

Eric Zeilor made a motion to approve the proposed multi-family residential development sewer project know as Cromwell Village Associates LLC, 150 Country Squire Drive (formerly the Nike Site); with the Memo dated 7-2-18 from Richard Peck to Rock Emond to be attached to the minutes, 2nd by Allan Spots.

All in Favor. Motion Passed.

4. Approve/Amend Minutes

a. February 12, 2018 Public Hearing/ Regular Meeting – **Tabled** (AK,RJ,AS)

Alice Kelly made a motion to approve the February 12, 2018 Minutes as presented, 2nd by Robert Jahn.

Vote: Yes: Alice Kelly, Robert Jahn, Allan Spotts

Abstain: Eric Zeilor (not present for this meeting)

Motion Passed.

b. March 12, 2018 Public Hearing/ Regular Meeting – Tabled

With the resignation of Timothy Griffin it will not be possible to vote to approve the March 12, 2018 Minutes; by consensus the member accept the March 12, 2018 Minutes as presented.

c. May 14, 2018 Regular Meeting

Alice Kelly asked that the Minutes be amended to represent that she was absent for the May 14, 2018 Meeting.

Eric Zeilor made a motion to approve the May 14, 2018 Minutes as amended, 2nd by Allan Spotts.

Vote: Yes: Eric Zeilor, Robert Jahn, Allan Spotts

Abstain: Alice Kelly (not present for this meeting)

Motion Passed.

5. Report of Chairman

- a. Member's Report - None
- b. Staff Report - None

6. Citizen Comments

No citizen comments.

7. Old Business

- a. DPW Facilities Update- Coventry Facility visit and Meeting with Fuss & O'Neil.
Rich Peck stated that there is a memo in the packet detailing the visit to the Coventry facility.
- b. Sanitary Sewer I/I Project- VMS Construction Company, Work Commencing.
Rich Peck said spot repairs were done on the project before the holiday. Work is being performed on Rosewood and Pleasant Streets. He discussed a number of areas that would be addressed in the continuation of the rehab project.

8. New Business

- a. Proposed Sewer Connection for 150 Country Squire Drive Multifamily Development, Milone & MacBroom, Inc presentation. R Peck Memo - This Item was moved to follow Item 3. Approve/Amend Agenda.
- b. Sewer Pump Stations SCADA Monitoring System. Reviewing Bids
Rich Peck discussed the SCADA bids with the Authority. Alice Kelly inquired of the varied range in the bids. Rich Peck said that the wide differential was not unusual in a bidding process. Discussion was held.
- c. Discussion & Action - Approve to give Sewer Administrator the authority to sign off on sewer refunds at the request of the Tax Department to help expedite issuance of refund.
The Sewer Authority members asked that a meeting be held to discuss the forms that relate to Taxes vs Sewer fees regarding refunds and why there are so many compared to other years.
Robert Jahn made a motion to authorize Richard Peck to approve sewer refunds as they come in, 2nd by Allan Spotts.
All in Favor Motion Passed.

9. Bills and Correspondence

- a. Cardinal Engineering- Request to Approve to Pay Invoice No. 2236/10 in the Amount of \$2934.40 for Construction Phase, Contract Admin. & Rep. Services.
Rich Peck reviewed the invoice and gave his approval to pay based on the work performed to date.
Robert Jahn made a motion to approve payment of Invoice No. 2236/10, 2nd by Allan Spotts.
All In Favor. Motion Passed.
- b. Cardinal Engineering- Request to Approve to Pay Invoice No. 2236/11 in the Amount of \$2424.80 for Construction Phase, Contract Admin.
Rich Peck reviewed the invoice and gave his approval to pay based on the work performed to date.
Allan Spotts made a motion to approve payment of Invoice No. 2236/11, 2nd by Robert Jahn.
All In Favor. Motion Passed.
- c. VMS Construction- Request to Approve to pay Application # 1 (6-1-18 to 6-30-18) in the amount of \$203,419.64 for contract work. Reviewed by inspector John Albert & Warren Baethge.

Rich Peck reviewed in detail the information regarding the project status and recommended payment of Application #1.

Eric Zeilor made a motion to approve payment of Application # 1 (6-1-18 to 6-30-18) in the amount of \$203,419.64 2nd by Allan Spotts.

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

Items 10.a-c were reviewed with no action.

11. Miscellaneous

- a. Timothy Griffin Resigned at the June Meeting.
- b. E-Mail from Cardinal Engineering on Billing Multiplier.
- c. Approve Refund of \$324.75 to Adlin Bish for 94 Woodland Drive, Cromwell overpayment of Usage Bill.
- d. Approve Refund of \$265.00 to Roland Lataille for 9 Summer Wind, Cromwell for overpayment of Usage Bill
- e. Approve Refund of \$265.00 to Lori Preston for 68 Nooks Hill Rd, Cromwell for overpayment of Usage Bill.
- f. Approve Refund of \$265.00 to Brain Creech for 12 Bow Lane, Cromwell for overpayment of Usage Bill.
- g. Approve Refund of \$18.00 to Kalyan Valluripalli for 1 Bucks Crossing, Cromwell for overpayment of Usage Bill.
- h. Approve Refund of \$7.95 to Fox meadows Condos, Cromwell for overpayment of Usage Bill.
- i. Approve Refund of \$23.07 to Kara Kelaita for 7 Hunters Run, Cromwell for overpayment of Usage Bill.

Eric Zeilor made a motion to approve payment of refund request Items 11.c. through 11.i, 2nd by Allan Spotts.

All in Favor. Motion Passed.

12. Adjournment

Chairman Alice Kelly made a motion to adjourn the meeting at 8:13 PM, 2nd by Eric Zeilor.
All in Favor. Meeting adjourned.

Respectfully Submitted By:

SARAH A. VOOG

Sarah A. Voog
CWPCA Commission Clerk