


Cromwell Water Pollution Control Authority
Regular Meeting
Monday, September 10, 2018
7:00 PM Room 224/225
Minutes

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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, Sewer Administrator Richard Peck, Clerk Laura Criscuolo, Members: Robert Jahn, Allan Spotts

3. Approve/Amend Agenda

No changes at this time

4. Approve/Amend Minutes

A motion to approve August 23, 2018 Special Meeting. **Chairman Alice Kelly made a motion to approve August 23, 2018 Special Meeting minutes, 2nd by Alternates. All in Favor. Motion Passed.**

5. Report of Chairman

- a. Members Report/Staff Report: Sewer Administrator Richard Peck & Chairman Alice met with QDS. Sewer Administrator Richard Peck is waiting for updates from QDS.
- b. The title Tax Collector will be changing to Revenue Collector

6. Citizen Comments

None at this time

7. New Business

8. Old Business

- a. Sanitary Sewer I/II Project-VMS Construction Company: Project work is ongoing and appears to be going well, projected to be finished in September 2018.
- b. SCADA Monitoring System – NIC Systems Corporation to begin work: Sewer Administrator Richard Peck will be contacted when the construction will be started; it is expected to be completed within 90days.
- c. Facility/New Construction Update: Jon Harriman is the point of contact for this project, there has not been anything approved as of yet for this, no updates/news to report, no new meetings scheduled for this. It was requested that at the next meeting that Sewer Administrator Richard Peck provide an update/timeline for this.

9. Bills and Correspondence

- a. Cardinal Engineering – Request to Approve to Pay Invoice No.2236/13 in the Amount of \$31,285.80 for Construction Phase, Contract Administration & Rep Services: This is for the Project Manager overseeing the project, paying for 4 people in the field. **Vice Chairman Eric Zeilor made a motion to approve to pay Invoice No.2236/13 in the Amount of \$31,285.80 for Construction Phase, Contract Administration & Rep Services, 2nd by Allan Spotts. All in Favor. Motion Passed.**
- b. VMS Construction – Request to approve to pay Application #3 (8-1-18 to 8-31-18) in the amount of \$284,172.03 for completed contract work. Reviewed by inspector John Albert & Cardinal Eng. Warren Baethge: Richard Peck, Sewer Administrator made changes based on knowing the amount of approved funds. Instead of having police do traffic control, it was replaced with flagman. Need to ask for a breakdown and clarification of this invoice. **Vice Chairman Eric Zeilor made a motion to approve to pay Application #3 (8-1-18 to 8-31-18) in the amount of \$284,172.03 for completed contract work, 2nd by Robert Jahn. All in Favor. Motion Passed.**

10. Financial Reports

- a. Receivables/Delinquent Assessment & Usage Account Updates – Handouts were provided and discussed
- b. Budget Update Revenues/Expenditures-Assessment, Usage & CNR – Handouts were provided and discussed
- c. Bond & SIF Status – No active SIF Accounts at this time, we are in the maintenance period. Sewer Administrator Richard Peck to update info.

11. Miscellaneous

Nothing to report at this time

12. Adjournment

Chairman Alice Kelly made a motion to adjourn the meeting at 7:35pm, 2nd by Vice Chairman Eric Zeilor. All in favor. Meeting adjourned

**Respectfully Submitted By:
Laura Criscuolo**

**Laura Criscuolo
CWPCA Commission Clerk**