

Cromwell Water Pollution Control Authority
Regular Meeting
Monday, October 15, 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, Richard Newton Liaison from Council

3. Approve/Amend Agenda

No changes at this time. **Chairman Alice Kelly made a motion no additions to agenda, 2nd by Robert Jahn. All in Favor. Motion Passed.**

4. Approve/Amend Minutes

a. A motion to approve September 10, 2018 Regular Meeting. **Member Robert Jahn made a motion to approve September 10, 2018 Regular Meeting minutes, 2nd by Vice Chairman Eric Zeilor. 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

Mention of sewer use bill and tax collector demand notice, wait for Doug Sienna to attend the meeting to discuss this further.

7. New Business

- a. Doug Sienna to attend and discuss items with CWPCA: Doug Sienna not able to attend this meeting

8. Old Business

a. Sanitary Sewer I/II Project-VMS Construction Company: Project is nearing completion, there is some final paving that needs to be done on Rosewood, South St, Coles Rd., Washington St. and a couple of dead end streets. VDL(called the top hats) is the service lateral. Green Mountain is also involved in this project. Plan to be done the end of the month.

b. SCADA Monitoring System: Working with NIC Systems Corporation, getting alarm system ready, we are going wireless & working with Verizon for each component before we start the installation.

c. Town of Cromwell Public Works/CWPCA Facilities Design-Build Proposal: We got the design bill service proposal bill from Jon Harriman, it is out on the website (<https://www.cromwellct.com>) & in various papers, currently we use 18K square feet of facilities to store our equipment in, we are looking to double the 18K square feet of facilities that we currently store our equipment in to give more room to expand, certain areas will be shared, locked area for small equipment & parts, all questions regarding the RFP should be directed to Town Engineer Jon Harriman by the close of business on November 7, 2018. A response to all salient questions will be posted on the Town's website prior to the close of business on November 13, 2018. Proposals will be accepted until 10:00AM on November 19, 2018.

9. Bills and Correspondence

a. Cardinal Engineering – Request to Approve to Pay Invoice No.2236/14 in the Amount of \$32,115.30 for Construction Phase, Contract Administration & Rep Services: **Sewer Administrator Richard Peck made a motion to approve to pay Invoice No.2236/14 in the Amount of \$32,115.30 for Construction Phase, Contract Administration & Rep Services, 2nd by Robert Jahn as recommended by Sewer Administrator, 2nd by Allan Spotts. All in Favor. Motion Passed.**

b. VMS Construction – Request to approve to pay Application #4 (9-1-18 to 9-30-18) in the amount of \$80,529.60 for completed contract work. Reviewed by inspector John Albert & Cardinal Eng. Warren Baethge. **Member Allan Spotts made a motion to approve to pay Application #4 (9-1-18 to 9-30-18) in the amount of \$80,529.60 for completed contract work, 2nd by Robert Jahn. All in Favor. Motion Passed.**

10. Financial Reports

a. Receivables/Delinquent Assessment & Usage Account Updates : New Report not available as of yet, Richard Peck, Sewer Administrator, to look into. Doug Sienna, Tax Collector will attend the next meeting. Plan to have the new report at next meeting, revenue collection report will not have taxes on it, liens & fees will be shown on the report

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:

Alice requested Richard Peck, Sewer Administrator, to put together a report of how Cromwell has improved the Sewer System over the last 10 years.

Acknowledgement of Richard Peck (Sewer Administrator), Jon Harriman (Town Engineer), and others for a collaborative effort for putting together a well prepared & detailed document that reflected our department & our needs

12. Adjournment

Member Robert Jahn 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