

Cromwell Water Pollution Control Authority

Regular Meeting

Monday, March 9, 2020

7:00PM Town Council Room

Minutes

1. Call to Order

Chairman Alice Kelly called the meeting to order at 7:01PM

2. Roll Call and Seating of Alternates

Present: Chairman Alice Kelly, Vice Chairman Eric Zeilor, Member Bob Donohue, Also Present: Liasion Al Waters, Sewer Administrator Richard Peck, Clerk Laura Criscuolo

3. Approve/Amend Agenda

Vice Chairman Eric Zeilor made a motion to approve the agenda, 2nd by Member Bob Donohue. All in Favor. Motion Passed.

4. Approve/Amend Minutes

- a. February 10, 2020 Regular Meeting: **Chairman Alice Kelly requested that approval/amendment of February 10, 2020 Regular Meeting be postponed at this time due to all members not being present**

5. Report of Chairman

- a. Member's Report: Nothing to report at this time.
- b. Staff Report: Sewer Administrator Richard Peck mentioned the 2019 Connecticut Sewer Rate Survey Attachment.

6. Citizen Comments: None at this time

7. New Business:

- a. PSA 2020 – Letter to go with Sewer Usage Bill: Sewer Administrator Richard Peck discussed the attached “Private Property Sump Pump Removal Program” letter to be mailed to all Cromwell residents with their sewer usage bill; the letter will include an addressed envelope.
- b. Agreement with Safety Valve – Document to Review: Sewer Administrator Richard Peck discussed the attached agreement with Safety Valve. Chairman Alice Kelly recommended edits to be made as follows:
 - Enclosure 1, Homeowner Safety Valve Company, #1: Manage and fund all aspects of marketing **of the safety valve program (SV)**
 - Enclosure 1, Homeowner Safety Valve Company, #2: change the word will to **shall**
 - Enclosure 2, Scope of Services CWPCA, #4: CWCA will provide customer list for **only** mailing purposes

Vice Chairman Eric Zeilor made a motion to approve the signing of the Agreement with Safety Valve with the recommended edits, 2nd by Member Bob Donohue. All in Favor. Motion Passed

8. Business

- a. Public Works/CWPCA Facilities – Construction Schedule Provided: Sewer Administrator Richard Peck discussed the attached construction schedule, the anticipated completion date is January 2021**
- b. Covenant Village – Sewer Construction ongoing**
- c. Arbor Meadows Phase II – Sewer Construction in Progress**

9. Bills & Correspondence: None at this time

10. Financial Reports

- a. Receivables/Delinquent Assessments & Usage Account Updates: Sewer Administrator Richard Peck provided handout & to follow up with an explanation for February Sewer Assessments \$1.32**
- b. Budget Update Revenues/Expenditures-Assessment, Usage & CNR: Sewer Administrator Richard Peck provided & discussed the year to date budget report & will follow up with an explanation for the meaning of prior obligation & open**
- c. Bond & SIF Status: Sewer Administrator provided & discussed the Bond & SIF status reports**

11. Miscellaneous:

- a. Discussion on DP-A Insurance Coverage Sewer Projects: Sewer Administrator Richard Peck provided & discussed the DP-A Insurance Coverage Sewer Projects & will follow up with Finance Director Marianne Sylvester on the municipality policy**

12. Adjournment: Chairman Alice Kelly made a motion to adjourn the meeting at 7:37PM, 2nd by Vice Chairman Eric Zeilor. All in favor. Meeting adjourned.

Respectfully Submitted By: Laura Criscuolo, CWPCA Commission Clerk