


**Cromwell Water Pollution Control Authority**

**Regular Meeting**

**Monday, September 14, 2020**

**7:00PM Town Council Room**

**Minutes**

RECEIVED FOR RECORD  
Sep 16, 2020 02:46P  
JoAnn Doyle  
TOWN CLERK  
CROMWELL, CT 

**1. Call to Order**

Chairman Alice Kelly called the meeting to order at 7:00PM

**2. Roll Call and Seating of Alternates**

Present: Chairman Alice Kelly, Vice Chairman Eric Zeilor, Member Allan Spotts, Member Bob Donohue, Member Edwin Kosinski, Also Present: Sewer Administrator Richard Peck, Clerk Laura Criscuolo

**3. Approve/Amend Agenda**

**Member Allan Spotts made a motion to approve the agenda, 2nd by Member Edwin Kosinski. All in Favor. Motion Passed.**

**4. Approve/Amend Minutes**

- a. July 13, 2020 Regular Meeting: **Member Bob Donohue made a motion to approve the July 13, 2020 Regular Meeting, 2<sup>nd</sup> by Vice Chairman Eric Zeilor. All in Favor. Motion Passed. Allan Spotts made mention to correct the spelling of his name Alan to Allan on the July 13, 2020 Regular Meeting, Section 7a.**

**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: None at this time**

**7. New Business:**

- a. Discussion on Connection Charges for 100 County Line Drive, R. Peck Memo: Sewer Administrator discussed the attached memo. Chairman Alice Kelly requested for Sewer Administrator Richard Peck to ask Marianne Sylvester; Finance Director to be present at CWPCA meeting in November to discuss memo of understanding & bond. **Vice Chairman Eric Zeilor made a motion for the sewer connection charges for 100 County Line Drive to be put on hold until further discussion & information is provided, 2<sup>nd</sup> by Member Edwin Kosinski. All in Favor. Motion Passed.**

**8. Old Business**

- a. Public Works/CWPCA Facility: Facility is Nearing Completion. Expecting an early October completion date. Sewer Administrator Richard Peck to ask if there is a

charge for the alarm system as well as put together a list how utility expenses will be coordinated, list the comparison of what we currently pay for & what we will need to pay for and complete a breakdown of what services the Finance department is paid to do.

- b. Covenant Village: Sewer Construction Completed & Punch List is in process to be completed and testing needs to be completed.
- c. Arbor Meadows Phase II – Sewer Construction Completed, R. Peck Memo: Phase 2 is completed, sewer is completed. **Member Edwin Kosinki made a motion to approve & accept the sewers for use and to release the Performance and Payment Bond of \$70,000 upon the developer submitting the required Maintenance Bond of \$7,000 to be retained for Phase II sewers for a period of two years from acceptance, 2<sup>nd</sup> by Member Allan Spotts. All in Favor, Motion Passed.**
- d. Cromwell Village at 150 Squire, onsite Building and Road Reconstruction: Building on-site, rebuilding of the road

9. **Bills & Correspondence:** None at this time

10. **Financial Reports**

- a. Receivables/Delinquent Assessments & Usage Account Updates: **Chairman Alice Kelly requested for Sewer Administrator Richard Peck to ask Tax Collector Doug Sienna the definition of delinquent usage and delinquent interest. Also to ask why the reports are not balancing.**
- b. Budget Update Revenues/Expenditures-Assessment, Usage & CNR: **Chairman Alice Kelly requested for Sewer Administrator Richard Peck to provide the amount in Fund Balance.**
- c. Bond & SIF Status: Sewer Administrator Richard Peck provided report.

11. **Miscellaneous:** None at this time

12. **Adjournment:** Vice Chairman Alice Kelly made a motion to adjourn the meeting at 7:34PM, 2<sup>nd</sup> by Member Allan Spotts. All in favor. Meeting adjourned.

Respectfully Submitted By: Laura Criscuolo, CWPCA Commission Clerk