

CROMWELL WATER POLLUTION CONTROL AUTHORITY  
REGULAR MEETING - MONDAY, NOVEMBER 9, 2015

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**MINUTES**

**1. Call to Order**

Chair Alice Kelly called the meeting to order at 7:00 p.m.

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

Authority Members: Alice Kelly, Timothy Griffin, Kenneth Slade and Robert Jahn (joined at 7:10 pm).

Staff: Richard Peck, Sewer Administrator.

**3. Approve/Amend Agenda**

Motion to accept the agenda: Timothy Griffin Second: Kenneth Slade

**Motion passed.**

**4. Approve/Amend Minutes**

a. October 19, 2015 Regular Meeting

Motion to approved the October 19 meetings as presented:

Timothy Griffin Second Kenneth Slade.

**Minutes approved as presented.**

**5. Report of Chairman**

a. Member's Report - None

b. Staff Report – All items on the agenda

**6. Citizen Comments - None**

**7. New Business-None**

**8. Old Business**

a. Northwoods Estates (Bucks Crossing & Fawn Run), Phase 1- Pending Release, R Peck Memo.

Motion made by Kenneth Slade; Second: Timothy Griffin

**Motion:** Release the Northwoods Estates Phase 1 Sewer Project's 2-year Maintenance Bond in the amount of \$25,000 and any unexpended SIF funds. **Motion passed unanimously**

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- b. I/I Program - Draft Sump Pump/Inflow Disconnection Financial Assistance Grant Policy - Staff Worked on Revisions.

A discussion regarding the draft Policy took place.

Commissioners asked Sewer Administrator Peck to review the wording as to conflicting statements.

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3<sup>rd</sup> Paragraph – questioned whether a sewer customer should be allowed to disconnect or should contractors only being the disconnecter.

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- Section 4: Sump Pump Connection Prohibited
- REMOVAL OF PROPERTIES NOT NOTIFIED

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Article 1, Violations and Penalties – fines amount and how this will be implemented.

Sewer Administrator Peck asked the Authority if the Sump Pump/Inflow Disconnection Financial Assistance Grant Policy is not approved under the Grant submitted to the State if the Authority will go forward. The Authority requested that at the December meeting, Sewer Administrator Peck is to have the dollar amount available; additional discussion regarding the Financial Assistance Cap and how to proceed with notification to violators.

**9. Bills and Correspondence-None**

**10. Financial Reports**

- a. Receivables/Delinquent Assessment & Usage Account Updates
- b. Budget Update Revenues/Expenditures – Assessment, Usage & CNR  
Commissioner Jahn asked about the budget percentages of available funds. Sewer Administrator Peck informed Commissioner Jahn that encumbrances are for purchase orders is why the budget funds available are low in some accounts.
- c. Bond & SIF Status

**11. Miscellaneous**

- a. Filed 2016 Annual CWPCA Meeting Schedule - for your CWPCA Binder

**12. Adjournment**

Motion to Adjourn at 7:34 pm by Timothy Griffin Second: Kenneth Slade

Respectfully Submitted,  
Alice Kelly, Chair