

CROMWELL WATER POLLUTION CONTROL AUTHORITY  
MONDAY, MARCH 12, 2018 7:00 PM ROOM 224/5

**Public Hearing Minutes**

**1. Call Public Hearing to Order**

Chairman Alice Kelly called the public hearing to order at 7:00 pm

**2. Introduction of Authority Members**

Present: Alice Kelly, Eric Zeilor, Timothy Griffin

Richard Peck, Sewer Administrator; Richard Newton, Council Liaison

Absent: Allan Spotts

**3. Reading of Call of Hearing – Chairman read the Call**

Notice is hereby given that a Public Hearing, at which all interested parties desiring to be heard will be afforded the opportunity to be heard, will be held by the Cromwell Water Pollution Control Authority at 7:00 PM on Monday, March 12, 2018, in Room 224/225 of the Cromwell Town Hall, 41 West Street, Cromwell, Connecticut for the purpose of:

Consideration and possible action on language and rate changes to:

1. Resolution Adopting Rule of Apportionment of Sewer System Benefit Assessments (ROA)

Copies of the proposed above-mentioned CWPCA documents are on file in the office of the Cromwell Town Clerk and are available for inspection by the public during normal business hours.

Dated at Cromwell, Connecticut this 21<sup>st</sup> day of February 2018

Cromwell Water Pollution Control Authority

Alice Kelly, Chairman

Motion to open the Public Hearing – Eric Zeilor    Second – Timothy Griffin

**Motion Passed**

**4. Citizen Comments**

**There were no citizens present to offer comments.**

**5. Read Any Correspondence Into Record – No correspondence was received.**

**6. Close Hearing**

**Motion to close the public hearing at 7:08 p.m. – Eric Zeilor**

**Second: Timothy Griffin.**

**Public hearing closed at 7:08 pm.**

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JOAN AHLQUIST  
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CROMWELL WATER POLLUTION CONTROL AUTHORITY  
MONDAY, MARCH 12, 2018 7:00 PM ROOM 224/5

**Regular Meeting**

**1. Call to Order**

Chairman Alice Kelly called the regular meeting to order at 7:09 pm

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

Present: Alice Kelly, Eric Zeilor, Timothy Griffin – Robert Jahn arrived at 7:09 P.M.  
Richard Peck, Sewer Administrator; Richard Newton, Council Liaison

**3. Approve/Amend Agenda**

Motion to approve the agenda as presented – Eric Zeilor Second: Timothy Griffin

**Motion Passed**

**4. Approve/Amend Minutes**

a. February 12, 2018 Public Hearing/ Regular Meeting - **Tabled**

**5. Report of Chairman**

a. Member's Report – No additional comments

b. Staff Report – No additional comments

**6. Citizen Comments - None**

**7. New Business**

a. Arbor Meadows- Single Family Residential Development @76 Field Road, Milone & MacBroom Inc. will do a Presentation on the Proposed Sanitary Sewer Construction Design. (R. Peck Review Memo) Review and Action

Thomas J. Daly, PE, Vice President Senior Project Manager, Civil Engineering –MILONE & MacBROOM INC presented to the authority the Proposed Sanitary Sewer Construction Design for Arbor Meadows Development at 76 Field Road. Part of the project, a new sanitary sewer line is proposed to connect to the existing sewer main located at the south end of the property near the railroad tracks. The estimated sewerage generated for this project is 20,900 gallons per day (gpd) using a rate of 275 gpd/house based upon the Rutgers University Demographic Multipliers for Connecticut which has 3.64 people per four bedroom single family detached homes and 75 gpd per person. This flow estimate includes connection of the existing house to the sewer.

Mr. Richard Peck told the authority that MILONE & MacBROOM INC has agreed to meet all of his March 1, 2018 memo.

After a brief discussion by Authority Commissioners –

a motion was made by Eric Zeilor and second by Robert Jahn to approve the proposed sanitary sewer construction design as recommended by Sewer Administrator Richard Peck.

**Motion passed unanimously.**

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b. Proposed Amendments to the Rule of Apportionment of Sewer System Benefit Assessments – Discussion and Action

Richard Peck told the Authority that all of the formatting and revisions have been made to the Rule of Apportionment of Sewer System Benefit Assessments.

Motion to approve: Eric Zeilor Second: Timothy Griffin

**Motion passed unanimously.**

**8. Old Business**

a. Cardinal Engineering's Agreement for Engineering Design and Construction Contract Administration. Bid Opening Date on Tuesday, March 13, 2018.

Richard Peck informed the Authority that so far no bids have been received but that is not unusual as they are brought in by the bidders on the day of bid opening.

**9. Bills and Correspondence**

a. Engineering- Request to Approve to Pay Invoice No. 2236/7 in the Amount of \$4,500.00. for the Preparation of Bid Documents.

**Motion to approve Cardinal Engineering Associates Invoice 2236/7 - \$4,500  
Eric Zeilor Second Robert Jahn. Motion passed unanimously**

b. Murtha Cullina - Request to Approve to pay Invoice No. 559077 in the Amount of \$539.00 for Final Revision of ROA.

**Motion to approve Murtha Cullina Invoice No. 559077  
Eric Zeilor Second Robert Jahn. Motion passed unanimously.**

**10. Financial Reports**

- a. Receivables/Delinquent Assessment & Usage Account Updates – FYI
- b. Budget Update Revenues/Expenditures – Assessment, Usage & CNR - FYI
- c. Bond & SIF Status - FYI

**11. Miscellaneous**

a. Approve Refund of \$16.00 to Wal-Mart for overpayment of 2018 FOG Permit  
**Motion: Eric Zeilor Second Robert Jahn. Motion passed unanimously**

b. Approve Refund of \$581.27 to Neal & Angela Skene of 32 Reiman Drive for overpayment of Usage Bill

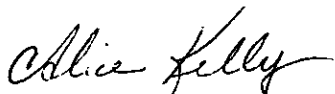
**Motion: Eric Zeilor Second Robert Jahn. Motion passed unanimously**

Commissioner Timothy Griffin informed the Authority that he is resigning as of June 2018.

**12. Adjournment**

Eric Zeilor made a motion to adjourn at 750 p.m.

**Respectfully Submitted by:**



**Alice Kelly, CWPCA Chair**