

MINUTES OF MEETING

WATER POLLUTION CONTROL AUTHORITY

JULY 26, 2018

OFFICE OF THE
TOWN CLERK
RECEIVED FOR RECORDS

2018 AUG -3 PM 4:00

Philip S. Richetelli
TOWN CLERK

MEMBERS PRESENT: Philip Grande, Sr., Chairman
Michael Richetelli
Robert Sigler

ALSO PRESENT: R. Scott Allen, Administrator
Robert Brinton, Town Engineer
Vin Marino, Attorney

Chairman Grande called the meeting to order at 6:00 PM.

Approve Minutes of April 26, 2018 Meeting: Upon review of the Minutes of the April 26th meeting and with no discussion needed, a motion to approve the Minutes, as presented, was made by Commissioner Richetelli, seconded by Commissioner Sigler and unanimously approved.

At this point in the meeting, Chairman Grande referred to Scott Allen regarding the F&W situation as noted in the last meeting. Scott Allen noted that to date there has been no response from the State.

Indian River Road Senior Living Development: Mr. Mark DePecol, developer of the proposed facility, and Mr. Scott Lukowski of DyMar, engineers, were in attendance to discuss this development and the Tighe & Bond study, as well as request a "Will Serve Letter" from the WPCA. Discussion ensued regarding the study, the existing generator at the pump station, whether the existing pumps could handle the increased flow from the proposed development (100 units with anticipated 12/13,000 gallons/day), any upgrade of the pump station if necessary and that the developer will cover the costs of any improvement/upgrade to the pump station as well as any pump capacity testing costs. Scott Allen noted that there will be a cost of \$24,000 to replace the pump/impeller. Chairman Grande noted that the wiring, motor controls and transformer associated with the electrical system at the pump station would have to be changed. Discussion continued regarding the existing two (2) 20 HP pumps; one installed in 2011, the other in 2014. At this point, it was noted that the requested "Will Serve Letter" is conditional upon favorable test results as well as payment by the developer of the costs involved for any upgrade not to exceed \$30,000. Further, it was noted that, if the tests fail, the developer will come back to the commission for further discussion.

At this point, the requested "Will Serve Letter" was discussed as well as the wording of the needed motion for same. Attorney Marino questioned the developer regarding the need for the "Will Serve Letter" and subsequently the wording of the motion to issue such a letter was discussed and clarified. The wording of the motion will be as follows: **Motion to issue a "Will Serve Letter" based on the representations made by the developer at the July 26, 2018 meeting on the condition that the developer will cover the costs of the pump capacity testing of the new 25 HP pump that will be needed and any other costs associated with the pump station upgrade and appurtenances.**

With no further discussion needed, Commissioner Richetelli motioned to approve the issuance of the "Will Serve Letter" as stated, seconded by Commissioner Sigler and unanimously approved.

Administrator's Report: Chairman Grande read a memo from Administrator Allen noting a recent (June 26, 2018) blocked sewer lateral at 109 Boston Post Road (Munson's Chocolate location). Upon inspection, the cause of the blockage was paper towels in the system. Tom Hill was hired to clean the problem at a total cost of \$1,876. The invoice was sent to the company and to Scott Allen's knowledge is still outstanding.

Discussion of draft RFP: Robert Brinton, Town Engineer, referred to the draft RFP. Attorney Marino noted that the commission needs to decide how it wants to proceed and then speak with the First Selectman. Scott Allen explained his part time position with the WPCA and what it entails. Discussion ensued wherein a suggestion was made to post a job description for 7.5 hours/week plus on call emergency situations. Scott Allen emphasized how important it is to note that this is a 24 hour on call position. Discussion continued wherein it was agreed that the WPCA continue with the RFP as well as posting a job description; the term of the initial contract will be two (2) years.

At this point, Scott Allen noted that he is scheduled to be away on vacation beginning of August for 14 days and that the Highway Dept. (3 people) will cover his position at \$50/day.

Treasurer's Report: In Art Williams' absence, Chairman Grande noted that revenue collections are up and further noted a few items. Fieldstone has requested two (2) billings a year instead of the one (1) billing. It was noted that the residents are charged \$310/year.


Also, it was noted that the Treasurer believes the WPCA will need to increase the sewer user rate to \$6.25/1000 gallons for the next billing.

Further, Chairman Grande distributed West Haven's Office of the Finance Director's analysis as of FY 6-30-17 for discussion and review.

New Business: No new business.

With no other business to discuss, a motion to adjourn was made and the meeting adjourned at 7:50 PM.

Respectfully submitted,


Barbara L. Howard
Recording Secretary

blh

cc: WPCA Members, Administrator, Town Treasurer, Town Engineer,
Sylvie Napoli