



MEMBERS OF THE WPCA THAT ARE UNABLE TO ATTEND THIS MEETING, PLEASE CALL (860) 644-2511, EXT. 2243, ON OR BEFORE 4:30 P.M. ON THE DAY OF THE MEETING

**WATER POLLUTION CONTROL AUTHORITY
TOWN OF SOUTH WINDSOR**

**REGULAR MEETING 7:00PM
SOUTH WINDSOR TOWN HALL
MADDEN ROOM**

**DRAFT ACTION MINUTES
TUESDAY, SEPTEMBER 5, 2023 7:00 P.M.**
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A. Roll Call

Members Present: Stephen Wagner, Michael Lyon, James Murray, Joseph Botti, Toby Lewis, David Basile, Bala Ramasamy,

Members Absent: None

Alternates Present: Joseph Kennedy

Alternates Absent: Vicki Paliulis

Staff Present: Tony Manfre, Superintendent of Pollution Control
Jeff LeMay, Plant Supervisor
Megan Siegel, Recording Secretary

Others Present: Peter Demallie, Jim Bernardino, John Sandberg

B. Acceptance of Minutes of Previous Meetings

1. June 6, 2023 Regular Meeting

Motion to accept the minutes of June 6, 2023 Regular Meeting minutes.

The motion was made by Mr. Toby Lewis and seconded by Mr. Bala Ramasamy
The motion carried unanimously.

C. New Business

1. 75 Connecticut Avenue – Approval to Connect (Decision)

Included with the Agenda was a copy of the Narrative Report for this project (see Exhibit B). Mr. Peter Demallie from Design Professionals was in attendance, and he presented the development of 75 Connecticut Avenue, proposing a twenty-six (26) unit industrial flex complex which will include offices, bathrooms, and industrial flex space built on about 40,000 square feet. The units in the building would range from 1,200 square feet up to 3,000 square feet. Sixteen (16) of the units would be 1,250 square foot, and that there would be ten (10) units varying in size.

They proposed to use the existing sanitary manhole in the cul-de-sac northerly end of Connecticut Avenue and that there would be laterals into the four buildings. They are proposing three manholes on site. The first will have 15-foot easement, and the other two manholes that would serve the site internally. He stated there would be no floor drains as they are meeting the town's requirement of slope for 2.1% slope to the main line coming in, and .8 for balance of it.

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Motion to approve the connection of 75 Connecticut Avenue subject to the following conditions:

1. Technical approval by the Engineering Department;
2. The sewer line is installed in substantial conformance with the design plans;
3. A monitoring easement to a monitoring manhole in favor of the Town;
4. Payment of the following charges will be calculated and due at the time of connection at the rates for which are in effect at that time:
 - a. Connection Charge for 4.15 buildable acres;
 - b. Capacity Charge determined by the size and quantity of domestic water meter(s) as specified.

The motion was made by Mr. Toby Lewis and seconded by Mr. James Murray.
The motion carried unanimously.

2. 1014 Sullivan Avenue – Approval to Connect (Decision)

Included with the Agenda was a copy of the Narrative Report for this project (see Exhibit F). Mr. Jim Bernardino from CMG Engineering was in attendance, presenting the proposal. The proposal is for just over a 2,500 square foot building that will be identical to the building already at this location. They are looking to have two (2) tenants, one would be retail, and the other side is proposed to be a quick service restaurant. This quick service restaurant would provide a pre-order drive up window, where customers would order on an app, get a notification when the food was ready, and food would be pickup at the window.

There is already an 8-inch sewer main coming up with 6 inch stubs going into each of the buildings and they are proposing to connect to those stubs. There would also be water and gas coming into the main site. Utilizing the standard health department flow calculations, they designed the grease trap for about 800 gallons-per-day (GPD).

Motion to approve the connection of 1014 Sullivan Avenue subject to the following conditions:

1. Technical approval by the Engineering Department;
2. The sewer line is installed in substantial conformance with the design plans;
3. A monitoring easement to a monitoring manhole in favor of the Town;
4. Payment of the following charges will be calculated and due at the time of connection at the rates for which are in effect at that time:
 1. Connection Charge for .425 buildable acres;
 2. Capacity Charge determined by the size and quantity of domestic water meter(s) as specified.

Chairman Wagner then asked for clarification if they are going to hook up the kitchen yet. Mr. Bernardino responded not yet but they will set up plumbing so outside it will be ready if need be.

The motion was made by Mr. Toby Lewis and seconded by Mr. Michael Lyon.
The motion carried unanimously.

3. CT Urban Act Grant Award Resolution and Incumbency Statement for Odor Control Improvements

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Mr. Tony Manfre stated they were awarded \$1.3 million from the State Bond Commission for odor control improvements. Chairman Wagner stated that amount is half of the project estimate. Mr. Manfre said in order to receive funding, there needs to be a contract in place. The State has required a resolution and incumbency statement to show funds are assigned to odor control improvements and are authorized by the Town Manager to execute documents on behalf of the Town. Mr. Manfre stated a summary of the CT Urban Act Grant Award Resolution and Incumbency Statement for Odor Control Improvements (see exhibit I).

The motion to approve the resolution and incumbency statement was made by Mr. Michael Lyon and seconded by Mr. Toby Lewis.

The motion carried unanimously.

D. Communications and Reports

1. Superintendent Report

Included with the Agenda was a copy of the Superintendent's report (see Exhibit J). Mr. Tony Manfre presented his report which included updates on the treatment plant, collection systems, capital improvement project updates, and collection of sewer fees.

2. Brochure Insert

Included with the Agenda was a copy of the Brochure Insert included with the Residential Bill (see Exhibit K) Mr. Tony Manfre presented the brochure stating the completed projects, current projects, who the WPCA is, and the reason for sewer fees. He explained there is a section about fats, oil, and grease (FOG) and that they can clog sewer pipes.

Mr. Michael Lyon then stated that some of the people effected by the projects but do not have sewer, so they would not receive this bill. Mr. Michael Lyon requested if they could mail it out to those people without sewer. The WPCA agreed on this unanimously.

E. Public Participation (Items not on the agenda)

None.

F. Bills, Change Orders, Disbursements

None.

G. Unfinished Business

1. 139 Lawrence Road Sewer Assessment (Discussion)

Mr. John Sandberg was in attendance. Mr. Manfre stated his department researched the 139 Lawrence Road Sewer Assessment but could not find any new information. The packet for 139 Lawrence Road (see exhibit L) is from the June's WPCA meeting. Mr. Sandberg stated he found out that Rockville Court, who had dealt with the suit he had with JMJ, told him their records were wiped out a long time ago and gave him an "award." The award stated it was closed out on 02-03-2003 by withdrawal. Mr. Sandberg stated he would need someone from the WPCA committee to call Rockville Court because they could not provide a printed copy of pleadings. Mr. James Murray asked why, and Mr. Sandberg stated Mandy from Rockville Court told him it was internal.

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Mr. Toby Lewis asked what the benefit assessment cost is of 139 Lawrence Road, and Chairman Wagner responded that it is \$8,963.

Chairman Wagner asked if the WPCA wants Mr. Manfre to do more research and talk to Mandy from Rockville Court. It was decided this discussion would be continued to the next WPCA meeting.

H. Executive Session

None.

I. Adjournment

Motion to adjourn at 8:18pm.

The motion was made by Mr. Toby Lewis and seconded by Mr. Joseph Botti.
The motion carried unanimously.

Respectfully Submitted,



Megan Siegel
Recording Secretary