

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

**REGULAR MEETING
SOUTH WINDSOR TOWN HALL
MADDEN ROOM**

**DRAFT MINUTES
JANUARY 4, 2022 AT 7:00 PM
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REGULAR MEETING

Vice-Chairman Stephen Wagner called the Water Pollution Control Authority (WPCA) Regular Meeting to order at 7:00 p.m. The following actions were taken during the January 4, 2022 Regular Meeting.

A. Roll Call

Members Present: Stephen Wagner, Joseph Botti, Carol Fletterick, Toby Lewis, Michael Lyon, James Murray, and Bala Ramasamy

Members Absent:

Alternates Present: David Basile

Alternates Absent: Vicki Paliulis

Staff Present: Ether Diaz, Recording Secretary
Tony Manfre, Superintendent of Pollution Control

Others Present: Steven King, Jr., Council Liaison

Two new members have been appointed to the WPCA; Mr. David Basile and Mr. James Murray. Vice-Chairman Wagner asked everyone in the room to briefly introduce themselves.

B. Acceptance of Minutes of Previous Meetings

1. November 3, 2021, Regular Meeting

Motion to accept the minutes of the November 3, 2021 Regular Meeting as presented.

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

C. New Business

1. Election of Officers

The Authority moved to elect the offices of Chairperson, Vice Chairperson, and Secretary. The following members were nominated as follows:

Motion was made to nominate Mr. Toby Lewis as Chairman of the WPCA.

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The motion was made by Mr. Michael Lyon and seconded by Mr. Bala Ramasamy

Motion was made to nominate Mr. Stephen Wagner as Chairman of the WPCA.

The motion was made by Ms. Carol Fletterick and seconded by Mr. Joseph Botti.

The nominations were taken from the floor with a ballot vote. The votes were as follows: Tied; three votes for Mr. Toby Lewis and three votes for Mr. Stephen Wagner as Chairperson.

Motion was made to take a second vote for the Chairman position

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

The vote was as follows: 3 votes for Toby Lewis and 3 votes for Stephen Wagner.
Vice-Chairman Wagner moved the election of officers until next month.

The motion was made by Mr. Joseph Botti and seconded by Mr. Bala Ramasamy.
The motion carried unanimously.

2. Set time and date for Public Hearing for the revision of Sections 17 and 18 of the WPCA Rules and Regulations

Mr. Manfre explained that the Miscellaneous Industrial User (MIU) permit process was handled by the State Department of Energy and Environmental Protection (DEEP). However, DEEP transferred their permitting responsibility on the small industrial users on to municipalities to maintain the permitting process. A subcommittee was formed by the WPCA to examine the framework for the permitting process of the MIU. A policy was created for this purpose and approved by the WPCA. However, it was agreed to include this policy in the Rules and Regulations as Section 17. In order to include the policy in the regulations, a public hearing is needed. A public hearing for this matter was scheduled for December 2021, however, it was cancelled.

Motion to reschedule the Public Hearing on February 1, 2022 at the South Windsor Town Hall at 7:00 pm.

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

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3. Miscellaneous Industrial User Fee (Decision)

- i. \$100 Application Fee
- ii. \$100 Annual Renewal Fee

Mr. Tony Manfre explained that the WPCA conducted a public hearing to establish a \$100 Miscellaneous Industrial Permit application fee and a \$100 annual renewal fee. The WPCA was scheduled to vote on the fee in December 2021, however, the meeting was cancelled.

Motion to approve a \$100 application fee and a \$100 annual renewal fee for Miscellaneous Industrial Users.

The motion was made by Ms. Carol Fletterick and seconded by Mr. Lyon.

Mr. James Murray asked how much are surrounding towns charging for the permit. Mr. Manfre responded that it ranges between \$0 to \$500 for the application and annual renewal fees.

The motion carried unanimously.

4. Fiscal Year 2022/2023 Budget Calendar

Included with the Agenda was the Budget Calendar and a draft copy of the Pollution Control Budget for FY 2022/2023 for review and discussion (see Exhibit A and B). The proposed budget provides the elements of an operation and maintenance budget, debt service and capital projects. Mr. Manfre explained that this is a preliminary operation maintenance budget; he is working on the revenue of the budget and will have more information to report at the next WPCA meeting. Mr. Wagner expressed that in the past the Authority discussed and had some controversy on the various categories of sewer user fees. For example, he explained that the condominiums are each charged the same sewer fee as a single family house (\$415) regardless of the size of the house, or how many people live in it. The industrial and commercial users are charged based on the total amount of water used and there's a minimum use of \$415. However, the residential rental apartment buildings are treated same as commercial users. They are charged based on the total flow of water used in the development. Mr. Wagner explained that some members have advocated to charge apartments same as condominiums, per unit; however, other members didn't liked the idea. There's been discussion on charging based on the number of bedrooms in the house, said Mr. Wagner. However, the trouble is that it's complicated and it turns out that most of the expenses involved are related to the maintenance of the town's sanitary sewer system and not related with the amount of water that is used. Mr. Wagner proposed adding an item on the next WPCA Agenda to discuss the sewer user fees structure.

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Mr. Bala Ramasamy asked with the ARPA funding that the WPC received is included in the proposed budget. Mr. Manfre responded that is going to indirectly affect the budget as it should keep the sewer user fees down from what's been projected.

D. Communications and Reports

1. Superintendent Report

Included with the Agenda was a report from Mr. Tony Manfre, Superintendent of Pollution Control (see Exhibit C). Mr. Manfre briefly discussed each item on his report. Vice-Chairman Wagner gave a quick update on the virtual net metering projects. He explained that he received an email from Jaime Smith of Lodestar Energy dated December 29, 2021 (see Exhibit D). Another town has two virtual net metering projects; these are large solar farms that generate electricity. The Town of South Windsor is paying to finance those two plants, said Mr. Wagner. The electricity gets sold to Eversource at the retail rate. The people that bought the solar farms will get 80% of that and the Town of SW gets 20%. A third virtual net metering plant has been put on line of which South Windsor will also receive credits for. Mr. Wagner read said email into the record (see Exhibit D).

There was no further discussion on the Superintendent Report.

E. Public Participation (Items not on the agenda)

None

F. Bills, Change Orders, Disbursements

1. Refund of Excess Payments (Decision)

Included with the Agenda was a request from the Tax Office for seven refunds for overpaid sewer user fees (see Exhibit E).

Motion to approve 7 refunds of overpaid sewer use payments as presented.

G. Unfinished Business

None

H. Executive Session

Motion to go into Executive Session to discuss the Benedict Drive pump station litigation.

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

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Vice-Chairman Wagner called the Executive Session at 7:43 pm. The following members were in attendance: Stephen Wagner, Carol Fletterick, Toby Lewis, Michael Lyon, Bala Ramasamy, David Basile, and James Murray. Mr. Manfre was also present for that session.

Motion to reconvene the regular meeting at 8:08 p.m.

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

I. Adjournment

Motion to adjourn at 8:08 p.m.

The motion was made by Mr. Toby Lewis and seconded by Ms. Carol Fletterick.
The motion carried unanimously.

Respectfully Submitted,

Ether Diaz, Recording Secretary