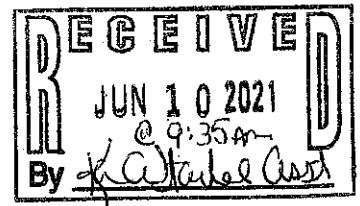


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**REGULAR MEETING
JUNE 1, 2021 AT 7:00 PM**

Chairman Thomas Ruby called the Regular Meeting to order at 7:02 p.m. The following actions were taken during the June 1, 2021 Regular Meeting.

A. Roll Call

Members Present: Thomas Ruby, Erik Dabrowski, Carol Fletterick, Steven King, Jr., and Toby Lewis

Members Absent: Ashwatha Narayana and Stephen Wagner

Alternates Present: Shawn Jacobaccio and Vicki Paliulis

Alternates Absent:

Staff Present: Tony Manfre, Superintendent of Pollution Control
Michael Lehmann, IT Technician/Webmaster

Others Present: Janice Snyder, Council Liaison

B. Acceptance of Minutes of Previous Meetings

1. May 4, 2021, Public Hearing and Regular Meeting

Motion to accept the minutes of the May 4, 2021 Public Hearing and Regular Meeting as presented.

The motion was made by Mr. Steven King, Jr. and seconded by Mr. Shawn Jacobaccio. The motion carried unanimously.

Mr. Toby Lewis asked why does Mr. Ashwatha Narayana remain listed in the Roll Call as a member of the WPCA when he has resigned from the Authority since last November. Chairman Tom Ruby responded that Mr. Narayana has been notified to submit in writing his resignation of the WPCA to the Town Council. Until then he remains an active member of the WPCA. Councilor Janice Snyder reported that the Council did receive Mr. Narayana's resignation of the WPCA and she will ask the Council Clerk to inform the WPCA accordingly.

C. New Business

1. Fiscal Year 2021/221 Budget, Sewer User Fees and Qualified Income Discount Program (Decision)

Included with the Agenda was a copy of the proposed FY 2021/2022 Budget (see Exhibit A), Sewer User Fees and Qualified Income Discount Program (see Exhibit B.)

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Chairman Ruby explained that a Public Hearing was held on this matter. Mr. Anthony Manfre, Superintendent of Pollution Control confirmed that no comments from the public were received.

Motion to adopt the fiscal year 2021/2022 Operating Budget, Sewer User Fees and Qualified Income Discount Program as presented.

The motion was made by Mr. Toby Lewis and seconded by Mr. Shawn Jacobaccio. The motion carried unanimously.

Chairman Ruby noted that the budget has been approved without an increase in the sewer user rate for the Town residents. He thanked Mr. Manfre for doing a good job in putting the budget together.

2. Sewer Use Appeal Hearing

i. Commercial Sewer Use Bill – 310 Nutmeg Road

Mr. Tony Manfre reported that Mr. John Filloramo, Appellant was unable to attend the meeting this evening. Mr. Manfre recommended to maintain this matter on the Agenda until the September meeting. If Mr. Filloramo decides to withdraw this matter he will need to submit it in writing, said Mr. Manfre.

3. 40 Commerce Road, Manchester, CT – Scott Transportation (Approval to Connect)

Included with the Agenda was a copy of the Narrative Report for this project (see Exhibit C). Mr. Manfre explained that the proposed property is located in the Town of Manchester on the South Windsor line. The flow goes into a Manchester pipe which eventually will flow into the South Windsor treatment plant. There's a municipal intertown agreement in place between the Town of South Windsor and the Town of Manchester for connections like this one. Following the agreement South Windsor has the right to collect the benefit assessment and any associated connection charges. Also the property will be billed with the other Manchester properties annually.

Daniel Jameson, Professional Engineer in the State of CT and Project Manager at Design Professionals presented the application on behalf of Scott Transportation. They are a long haul trucking company with the SIC Code 4111 for Local and suburban transit. The property is located at 40 Commerce Road, Manchester, CT. The site ultimately flows to a sanitary line in Commerce Road which ultimately conveys a flow to a sanitary main in Chapel Road, South Windsor, CT. This is a proposed 11,320+SF building with parking and associated other improvements to the site. The anticipated flow from this building is 1,132 gallons per day (gpd). The basic use of the building will be for dispatch and accounting of the trucking services operation. They are also proposing space for maintenance and repair on their long haul car trailers. They are proposing a floor drain in back of the proposed building that will drain to a 1,000 gallons grit separator. There will be no heavy duty service or repair at any time on the

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site. They are not going to be doing oil changes or engine work. It will be just for fabrication or repairs of their haul trailers after they transport the vehicles.

Mr. Shawn Jacobaccio asked if there will be any truck or vehicle cleaning in the facility. Mr. Jameson responded that they may be washing their trailers after they come back from their trip; that's why they are proposing a floor drain and an oil grit separator to collect any oil and grease that may come out of that operation. It is not a car wash operation; is just for their vehicle maintenance as they need it.

Mr. Toby Lewis asked what chemicals will be used in the washing; what kind of soaps. Mr. Jameson responded that it will be just standard automobile washing soap as they are not hauling anything hazardous. They are just hauling sedans and suvs between dealerships. It will be just the maintenance of their 17 long haul trailers. Are these new vehicles, asked Mr. Lewis, as he's aware that new vehicles that come over on the ship are covered with cosmoline. Mr. Jameson responded that it's a mix of used and new vehicles. It will be fair to know what's going into the town's sanitary system, expressed Mr. Lewis. Mr. Jameson responded that the applicant has stated that they don't plan on doing any heavy duty maintenance and repair on site. It will only be washing of their trailers and they are proposing an oil separator in the event that oils and grease do come in the washing process.

Ms. Vicki Paliulis explained that they are required to obtain a general permit for stormwater under Appendix A for industrial activity in the State of CT. She asked what the timeline to obtain the permit is. Mr. Jameson responded that this is a 4 acre site, therefore, they don't need to get a permit. Ms. Paliulis responded that they can't proceed without a general permit under the State of CT regulations of the Clean Water Act. Mr. Jameson responded that the site is only 4 acres and the minimum requirement for DEEP application submission online is 5 acres or more. Therefore, they are not required to submit a DEEP application online. Ms. Vicki Paliulis also asked for their time line of the Spill Prevention, Control and Countermeasure (SPCC) plan in regards to having some sort of oil on site. She asked if they are expecting to have oil on site that exceeds a level of 1,320 gallons. No, responded Mr. Jameson and explained that they are not proposing an oil tank on site; the use of the site is just for their storing of their trailers, a little fabrication maintenance and washing of the trailers. The only chance of a spill will be during the washing of the trailers and cars inside of the building; they are not transporting a large quantity of hazardous material. Ms. Vicki Paliulis asked Mr. Jameson to explain a little more on the facility operation. Mr. Jameson explained that they have 17 long haul trailers. The applicant is just looking for a place to have their central operation and maintain their fleet in house. They have parking spaces available for their trailers on site. The proposed building is for offices to do their accounting and their dispatch.

Mr. Erik Dabrowski stated that since they are not doing any oil changes or engine work on site at this location, then what Ms. Paliulis was speaking of is not within the Authority's purview to go after that particular regulation. He asked if that's correct. Mr. Manfre responded that his understanding of the project is that they are just going to

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be washing the vehicles which will create grit and sand from the road ways and the washing detergent is going to the Town's sanitary system. However, they will need to have a spill prevention plan if they do have chemicals on site and prevent it from going into the sewer line. Ms. Paliulis explained that she was referring mostly to the spill prevention control and countermeasure plan in regards to those contingencies requirements under that regulation. No further questions or comments were made.

Motion to approve the connection of 40 Commerce Road in Manchester is subject to the following conditions:

1. Technical approval by the Town of Manchester;
2. The sewer line is installed in substantial conformance with the design plans;
3. Project as-builts are provided to the South Windsor Engineering Department;
4. Payment of the following charges will be due at the time of connection, the rates for which will be in effect until June 30, 2021:
 - a. Connection Charge in the amount of \$16,313.04 for 4.061 buildable acres;
 - b. Capacity Charge in an amount to be determined by the size and quantity of water meter(s);
 - c. Benefit and Lateral Assessment for a minimum zone frontage of 100' and one lateral in the amount of \$9,655.

The motion was made by Mr. Toby Lewis and seconded by Mr. Erik Dabrowski. Ms. Vicki Paliulis explained that the applicant is claiming exemption at this time of the General Permit for the Discharge of Stormwater associated with industrial activity because the facility acreage does not meet the criteria. Therefore, she moved to amend the motion as follows:

Motion to include that this approval is also subject to demonstration from the applicant that they satisfy the provisions by the Stormwater Pollution Prevention requirements under the Clean Water Act per CT DEEP regulation.

Mr. Jameson explained that they do have to abide to the requirements, they just don't have to submit the DEEP file application only because the property site is less than 5 acres. Ms. Paliulis responded that she just wanted to make sure that they satisfy the provisions to those regulations.

The motion to amend was seconded by Mr. Toby Lewis and passed unanimously. The motion to approve the motion as amended passed unanimously.

4. 742 Ellington Road – Educational Playcare Center (Approval to Connect)

Included with the Agenda was a copy of the Narrative Report for this project (see Exhibit D). Mr. Daniel Jameson, Professional Engineer in the State of CT and Project Manager at Design Professionals, Inc. presented the application. This is a proposed 16,000±SF child daycare center to be located at 742 Ellington Road, South Windsor,

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CT. The SIC code for the daycare center is 8351. The expected sanitary flow is 2,700 GPD; and a maximum of 270 pupils. The effluent from the site will travel down Ellington Road to Pleasant Valley Road. Mr. Manfre recommended signs to be posted in the bathrooms deterring the flushing of baby wipes. The applicant does not have a problem adding the signs to the bathrooms and it will be shown on the final plans as condition of approval.

Motion to approve the connection of 742 Ellington Road subject to the following conditions:

1. Technical approval of the Engineering Dept.;
2. The sewer line is installed in substantial conformance with the design plans;
3. Provide signage deterring the flushing of baby wipes in each bathroom;
4. Payment of the following charges will be due at the time of connection, the rates for which will be in effect until June 30, 2021:
 - a. Connection Charge in the amount of \$11,247.60 for 2.8 buildable acres;
 - b. Capacity Charge in the amount of \$5,550.00 for 1 – 1” water meter equivalent to 2 EDU’s. If the size or quantity of the water meter changes the Capacity Charge shall be recalculated;
 - c. Benefit and Lateral Assessment for a minimum zone frontage of 150’ and one lateral in the amount of \$13,855.00.

The motion was made by Mr. Toby Lewis and seconded by Mr. Erik Dabrowski.
The motion carried unanimously.

D. Communications and Reports
1. Superintendent Report

Included with the Agenda was Mr. Manfre’s report (see Exhibit E). Mr. Manfre reviewed the report as presented and also added that the Collector of Revenue reported that the residential collection rate is at 98.25% and last year at this time it was 97.71%. The commercial collection rate is at 93.37% and this time last year it was at 81.32%. Today her office sent out 44 delinquent demands for commercial accounts and the outstanding residential sewer balance has been reduced to \$157,031.

With regards to the cost savings on the electrical utility for the pump stations, Mr. Toby Lewis asked if there’s any specific plan on what to do with the money. Mr. Manfre responded that any extra money at the end of the year is allocated in the Replacement Reserve account. Mr. Lewis asked if that’s the right place for it since the money can be used for a productive purpose other than just the reserves. Chairman Ruby responded that by regulation of the WPCA any unexpected funds in the revenue side go into the Replacement Reserve account and any allocations from the Replacement Reserve needs approval of the Authority members.

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Relative to the collection efforts of the Collector of Revenue, Chairman Ruby asked Mr. Manfre to thank Ms. Jennifer Hilinski on behalf of the WPCA for her collections efforts made. The collection is substantially more active in terms of collecting on delinquent accounts than the Authority experienced in the last several months before they made the change to assign Ms. Hilinski to take over that function and her efforts are appreciated.

With regards to the pending legislative bill “SB 941 AN ACT CONCERNING THE ASSIGNMENT OF CERTAIN PROPERTY, TAX, WATER AND SEWER LIENS”, Chairman Ruby expressed that to his understanding this bill has already passed. However, bill “SB 968 AN ACT CONCERNING FORECLOSURE, ASSIGNMENT AND OTHER ENFORCEMENT ACTIONS FOR UNPAID SEWER ASSESSMENTS AND OTHER FEES AND CHARGES”, is pending on the house calendar.

Chairman Ruby explained that it is his understanding that any delinquent account must exceed \$4,000 before there could be a foreclosure action. He asked how many sewer accounts are over \$4,000. Mr. Manfre responded that it needs to be over \$4,000 or 4 years delinquent. Currently there are 5 commercial accounts and 6 residential accounts with delinquencies over \$4,000.

Chairman Ruby asked if any efforts have been made to collect on those delinquent accounts. Mr. Manfre responded that the Collector of Revenue has been holding tax sales. She was unable to do it last year due to the pandemic, however, she’s planning to have another tax sale this year. Are there any properties in the community that are headed towards a tax sale due to delinquency, asked Chairman Ruby. Yes, any delinquent properties on property tax and sewer bill will be going to tax sale, responded Mr. Manfre.

2. Miscellaneous Industrial User General Permit Subcommittee Update

Mr. Tony Manfre reported that the subcommittee has met two times now and also met with a DEEP official to discuss clarification on certain items. Currently the subcommittee is working on a draft policy of the Miscellaneous Industrial User General Permit (MIU) to present to the WPCA. The tentative schedule is for July and August to prepare a breakdown of the MIU general permit requirements to help the commercial community. They are also going to assess a fee schedule, and look at site inspection protocols and due dates for permit fees. A draft policy of the MIU is expected to be presented at the September meeting.

E. Public Participation (Items not on the agenda)

None

F. Bills, Change Orders, Disbursements

None

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G. Unfinished Business

None

H. Executive Session

None

I. Adjournment

Motion to adjourn at 7:44 p.m.

The motion was made by Mr. Toby Lewis and seconded by Mr. Erik Dabrowski.
The motion carried unanimously.

Respectfully Submitted,

Ether Diaz, Recording Secretary