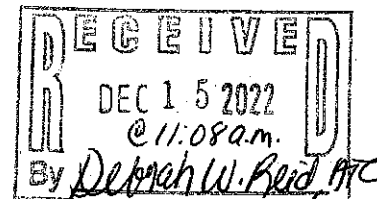


**WATER POLLUTION CONTROL AUTHORITY  
TOWN OF SOUTH WINDSOR**



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

**DRAFT MINUTES  
DECEMBER 6, 2022 AT 7:00 PM**

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**A. Roll Call**

**Members Present:** Stephen Wagner, Joseph Botti, Toby Lewis, and James Murray

**Members Absent:** Michael Lyon and Bala Ramasamy

**Alternates Present:** Vicki Paliulis

**Alternates Absent:** David Basile

**Staff Present:** Ether Diaz, Recording Secretary  
Jeff LeMay, Plant Supervisor  
Tony Manfre, Superintendent of Pollution Control

**Others Present:** Daniel Jameson, P.E., Project Manager, Design Professionals, Inc.  
Bernie Murillo, Civil Engineer, Design Professionals, Inc.

**B. Acceptance of Minutes of Previous Meetings**

**1. November 2, 2022 Regular Meeting**

Motion to accept the minutes of the November 2, 2022 Regular Meeting as amended.

The motion was made by Mr. Toby Lewis and seconded by Mr. Joseph Botti. Chairman Wagner recommended a minor change. The motion carried unanimously.

**C. New Business**

**1. Election of WPCA Secretary (Decision)**

Chairman Stephen Wagner explained that Ms. Carol Fletterick has resigned from the WPCA. She served nearly 35 years; she also served as Secretary of the WPCA for seven terms. The Secretary position is now open and Chairman Wagner asked if anyone was interested in filling that position. There was a consensus to postpone this matter until the next meeting.

**2. 444 Nutmeg Road North – Prime Material (Approval to Connect)**

Included with the Agenda was a copy of the Narrative Report for this project (see Exhibit A). Mr. Daniel Jameson, P.E., Project Manager of Design Professionals, Inc., was in attendance this evening to present the application. Mr. Jameson was seeking approval for final connection to the existing sewer main in Governor's Highway for a proposed 29,600±SF storage building to be located at 444 Nutmeg Road North. The building would be served by a 6" PVC sanitary lateral that would tap into the existing sewer main in Governor's Highway. A sanitary monitoring manhole is proposed on

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site and an easement in favor of the Town is available to allow access to the proposed manhole. No floor drains are proposed in the building. Water will not be used for any industrial process and there will be no industrial process that discharge wastewater. Mr. Jameson asked that the sewer assessment connection charge be based on the 3.35± acres associated with this new development, and a capacity charge based on the final water meter size selected.

Ms. Vicki Paliulis asked what the industrial purpose of this business is. Mr. Jameson explained that they are a steel material processing business and they are just moving their existing operation inside the proposed 29,600±SF storage building.

Ms. Paliulis asked if the storm water permitting is in place. Yes, said Mr. Jameson. Ms. Paliulis asked if the State Department of Energy and Environmental Protection (DEEP) is aware of their expansion and any changes to the Storm Water Pollution Prevention Plan. Mr. Jameson explained that they went through the Wetland Commission and the Planning & Zoning Commission approval process. They did come up with a Spill Prevention Plan as there is an existing fuel tank on site. They are going to raise the existing fuel tank that is on site, however, the site owner will be handling the Spill Prevention Control and Countermeasures (SPCC) Plan and the Storm Water Plan process as needed to satisfy DEEP requirements. Mr. Jameson also explained that they did an Erosion Control Plan which has been approved by the Planning & Zoning Commission and the Wetlands Commission. Therefore, Mr. Jameson expressed that they feel they have satisfied and approved a plan that will protect the environment from construction activity and the site owner will take on their responsibility of permitting needs to satisfy the storage building. However, the operation of the business is going to remain the same.

Motion to approve the connection of 444 Nutmeg Road North 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 the monitoring sewer manhole in favor of the Town;
4. Payment of the following charges will be updated and due at the time of connection, the rates for which will be in effect until June 30, 2023:
  - a. Connection Charge in the amount of \$15,111.81 for 3.57 buildable acres;
  - b. Capacity Charge to be determined by the size and quantity of water meter(s).

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

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3. 591 Ellington Road – Pleasant Valley Elementary School (Approval to Connect)

Included with the Agenda was a copy of the Narrative Report for this project (see Exhibit B). Mr. Daniel Jameson, P.E., Project Manager of Design Professionals, Inc. was seeking approval to increase the flow rate for commercial sewer service at Pleasant Valley Elementary School. This project consist of a proposed 1,300 SF to provide space for an additional classroom with storage and a bathroom facility. There is no proposed change to the water meter size with this application and no additional grease traps are proposed to accommodate the building addition. This would increase the flow rate from 13,890 GPD to 13,938 GPD.

Motion to approve the additional wastewater generated from the 1,300 SF addition to Pleasant Valley Elementary School.

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

4. Odor Control Improvements (Discussion)

Mr. Tony Manfre distributed a copy of a draft Odor Control Improvement Action Plan that was developed (see Exhibit C). He explained that the Vapex and Pure Air Systems are currently in the works. They will be able to evaluate their effectiveness by February 2023.

Mr. Toby Lewis asked if is a fair time of year to be doing an assessment of the effectiveness of the Vapex and Pure Air Systems now during the winter months when the odor is more noticeable in the warmer weather. Mr. Manfre responded that they will be measuring the H<sub>2</sub>S inside the tank that is generated anytime when the material is disturbed or the mixers are on which releases gas. Mr. Jeff Lemay, Plant Supervisor explained that the intent will be testing the Vapex system with the mixers running; the idea will be to turn the mixers on which creates the worst H<sub>2</sub>S conditions.

Why can't the Vapex system be kept in place if they like the effectiveness, asked Chairman Wagner. Mr. Manfre responded that it is his understanding that this is a trailer unit; is for pilot demonstrations only and they move it around the country.

Continuing on with the Action Plan, Mr. Manfre said a decision will need to be made on the best Odor Control option for sludge storage tanks. Once a new system is in place this will change the dynamics of the Standard Cubic Feet Per Minute (SCFM) and air exchange rates applied to the bio filter. Mr. Manfre is planning to solicit Request for Proposals in June 2023 to design the best system for the West Side of the treatment plant. This action plan (see Exhibit C) also includes preliminary budgetary costs.

Chairman Wagner mentioned that Senator Anwar has offered to try to include some of these costs in the next State budget for FY 2024 for state funding. He asked Mr. Manfre to explain what the west side of the treatment plant includes. Mr. Manfre explained that the west side includes carbon treatment for Headworks Building and Control Buildings along with potentially adding anoxic tank covers. There was a consensus to seek state funding (\$2M) for some of the improvements following the action plan (see Exhibit C).

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**D. Communications and Reports**

1. Superintendent Report

Included with the Agenda was a copy of the Superintendent's report (see Exhibit D). Mr. Tony Manfre presented his report. Regarding the collection of sewer user fees and delinquent accounts, Mr. Manfre reported that the demand/intent to lien notices generated \$497,963 in November; Liens will be filed with the Town Clerk no later than December 5<sup>th</sup> and Alias Tax Warrants will be issued shortly thereafter. Also, the Commercial/Industrial Sewer Collection Rate for the 2022 Grand List is 99.38% and the Residential Collection Rate is 92.04%.

**E. Public Participation (Items not on the agenda)**

None

**F. Bills, Change Orders, Disbursements**

None

**G. Unfinished Business**

None

**H. Executive Session**

None

**I. Adjournment**

Motion to adjourn the meeting at 7:48 p.m.

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

Respectfully Submitted,



Ether Diaz  
Recording Secretary