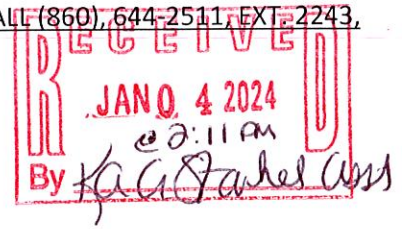


WATER POLLUTION CONTROL AUTHORITY
TOWN OF SOUTH WINDSOR



SPECIAL MEETING
SOUTH WINDSOR TOWN HALL
MADDEN ROOM

MINUTES
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A. Roll Call

Members Present: Stephen Wagner, David Basile, James Murray, Joseph Botti, Michael Lyon
Members Absent: Doug Nation
Alternates Present: Steven Cordeiro
Alternates Absent: Joseph Kennedy Jr
Staff Present: Tony Manfre, Superintendent of Pollution Control
Jeff Lemay, Plant Supervisor
Megan Siegel, Recording Secretary
Others Present: Names
Names

B. Acceptance of Minutes of Previous Meetings

1. December 5, 2023 Regular Meeting

Motion to accept the minutes of December 5, 2023, Regular Meeting minutes.

The motion was made by Mr. Michael Lyon and seconded by Mr. Joseph Botti.
The motion carried unanimously.

C. New Business

1. **Agenda Item C1 – Election of Officers (Decision)**

Chairman Wagner stated the WPCA meeting will proceed with the next Agenda Item until the Town Council meeting makes the appointment of Steven Cordeiro and Doug Nation as members of the WPCA.

2. **Budget (Discussion)**

Mr. Tony Manfre presented the initial draft of the 2024-2025 fiscal year budget (see Exhibit A). He also passed out a Financial Review summary of the WPCA funds (see Exhibit B). Mr. Manfre stated that in the spring of 2024, the Sanitary Sewer Evaluation Study (SSES) project will help identify issues and suggest improvements for issues such as breaks in the sewer line, points of infiltration, and more. Mr. Manfre also explained the UV Disinfection Upgrade project with ARPA funding is now more complicated as the replacement models for the UV disinfection system will not fit into their current set up.

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Mr. Manfre then passed out the 10 Year Capital Improvement Plan (see Exhibit C) which he explains estimated project expenses for the Treatment Plant, sewers, and pump station upgrades. He stated it is also important to think about the life span of sewer lines as most lines in town are 50-70 years old and are reaching their designed life expectancy.

Mr. Michael Lyon asked Mr. Manfre if the 10-year capital improvement plan considers potential changes that impacts the WPCA's limits. Mr. Manfre responded yes, as the WPCA's needs change, the plan will change. This will account for changes such as legislation, clean water funding, future funding issues, and so on. Mr. Lyon then asked if the plan accounts more specifically for federal or state laws that impact the WPCA, and Mr. Manfre stated yes, and they have 2-3 conferences a year with the Department of Energy and Environmental Protection (DEEP), which keeps them updated.

Mr. Joseph Botti asked if capacity is taken into consideration within this plan. Mr. Manfre stated yes, and that is why they are looking at the Clark Street Sewer Sheds. There is a lot of proposed development, so their plan is to identify ground water that infiltrates the pump station and address that issue to help with capacity.

Mr. David Basile asked if the infiltration is from the heavy rain fall this year or if it was an issue before. Mr. Manfre stated yes, but also because a lot of pipes were installed in the 1970s, so they may have some leaks and cracks.

Mr. Cordeiro stated that this is the third wettest year on record and asked if the rainfall impacted the WPCA's budget. Mr. Manfre explained costs increase when they treat more water. He explained they estimate budgets based off averages and that they are a huge consumer of electricity. Mr. Jeff Lemay explained that two years ago, the rainfall was worse. He stated that over the last month, the flow at the Clark Street Pump Station can range from 800,000 gallons per day (GPD) to 3 million GPD and two years ago, that station received 4.5 million GPD.

Mr. James Murray asked if there is a depreciation factor. Mr. Manfre explained they find a break in a pipe on top, it means it was not back filled properly and there is most likely a rock on top of it that cracked it overtime. That cannot be depreciated but can be achieved by town inspections. Mr. Manfre stated they maintain an account funded with \$50,000-\$100,000 a year to plan for that.

Chairman Wagner asked if there is a plan for the Benedict Drive station and Mr. Manfre responded yes as they are improving the floats. Those improvements should be made in the next month or two.

C1. Election of Officers

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

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Motion was made to nominate Mr. Michael Lyon for Chairperson of the WPCA.

The motion was made by Mr. Joseph Botti. There were no other nominations for Chairperson.

Motion to close nominations and nominate Mr. Michael Lyon for Chairperson of the WPCA.

The motion was made by Mr. James Murray and seconded by Mr. David Basile.

The motion carried unanimously.

Motion was made to nominate Mr. David Basile for Vice Chairperson of the WPCA.

The motion was made by Chairman Stephen Wagner.

Motion to nominate Mr. Joseph Botti for Vice Chairperson of the WPCA.

The motion was made by Mr. Michael Lyon.

The vote was as follows: 4 votes for Mr. David Basile by Mr. James Murray, Mr. Joseph Botti, Mr. David Basile, and Mr. Stephen Wagner and 2 votes for Mr. Botti by Mr. Michael Lyon and Mr. Steven Cordeiro.

The motion carried 4 to 2.

Motion was made to nominate Mr. Joseph Botti for Secretary of the WPCA.

The motion was made by Mr. Michael Lyon and seconded Mr. James Murray.

The motion carried unanimously.

D. Communications and Reports

1. Superintendent Report

Mr. Manfre presented the Superintendent Report (see Exhibit D) which included updates on the Treatment Plant, collection systems, capital improvement project updates, and collection of sewer fees.

Regarding the Collector of Revenue Report, Mr. Steven Cordeiro asked when 50 Talbot Lane got bought out if they took on that debt as part of the buyout. Mr. Manfre stated they were current with payments in past years, but now are delinquent.

Mr. Manfre then read a Memo from South Windsor Planning Department (see Exhibit E), which is an invitation for the WPCA to attend the Planning and Zoning Commission's Special Meeting on January 16, 2024, to discuss the Plan of Conservation and Development (POCD).

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Mr. Stephen Wagner stated at the November 8, 2023, WPCA meeting, he presented a new sewer area guidance map that will be in the new POCD. He stated that there was debate on if Planning and Zoning Commission or the WPCA has a hand of development with sewer lines being built.

E. Public Participation (Items not on the agenda)

None.

F. Bills, Change Orders, Disbursements

None.

G. Unfinished Business

1. State Bond Commission Resolution – Odor Control Grant

Mr. Tony Manfre explained the agreement with DEEP for the state bond money for the Odor Control Improvement project was not executed yet. He explained that there needs to be a resolution accepting the funding to the Town of South Windsor because of the Town's insurance is listed as "Town of South Windsor" instead of "Town of South Windsor Water Pollution Control Authority". After this resolution gets approved, it must be approved by the Town Council.

Authorizing Resolution of the Water Pollution Control Authority, Town of South Windsor, CT:

BE IT RESOLVED that the Town of South Windsor may enter with and deliver to the State of Connecticut Department of Energy and Environmental Protection, any and all documents which it deems to be necessary or appropriate for a grant of \$1,300,000 for odor control improvements at the wastewater treatment plant located at 1 Vibert Road, South Windsor, Connecticut, and be it

FURTHER RESOLVED, that Michael Maniscalco as Town Manager of the Town of South Windsor is authorized and directed to execute and deliver any and all documents on behalf of the Town of South Windsor Water Pollution Control Authority and to do and perform all acts and things which he deems to be necessary or appropriate to carry to the terms of such documents.

The undersigned further certifies that Michael Maniscalco now holds the office of Town Manager and that he has held that office since July 2019.

Motion to approve the authorized resolution of the Water Pollution Control Authority.

The motion was made by Mr. Stephen Wagner and seconded by Mr. David Basile.
The motion carried unanimously.

2. 534 Deming Street

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Mr. Tony Manfre updated the WPCA that the town attorney and contractor attorney is working on providing a resolution for this. Chairman Lyon asked if this Agenda Item is to be put on a future Agenda, and Mr. Manfre responded yes.

H. Executive Session

None

I. Adjournment

Motion to adjourn at 8:45.

The motion was made by Mr. Wagner and seconded by Mr. Murray.
The motion carried unanimously.

Respectfully Submitted,



Megan Siegel, Recording Secretary