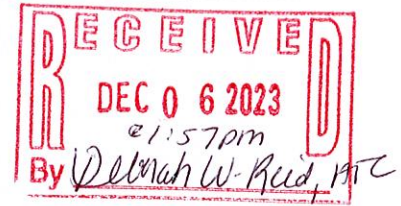


**WATER POLLUTION CONTROL AUTHORITY
TOWN OF SOUTH WINDSOR**



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

**ACTION MINUTES
December 5, 2023 7:00PM
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A. Roll Call

Members Present: Stephen Wagner, James Murray, Joseph Botti, Michael Lyon

Members Absent: David Basile, Bala Ramasamy

Alternates Present: None

Alternates Absent: Joseph Kennedy Jr., Steven Cordeiro

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

Others Present: John Jacques
Susanne Seaha

B. Acceptance of Minutes of Previous Meetings

1. November 8, 2023, Regular Meeting

Motion to accept the proposed revised minutes of November 8, 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. 532 Deming Street – Approval to Connect (Decision)

Included in the Agenda was the Narrative (see Exhibit A) and Site Plans (see Exhibit B) for 534 Deming Street. Mr. John Jacques was in attendance, and he is constructing a new home at 534 Deming Street. He explained there is an existing sewer lateral on the property, and is looking to connect to that lateral. Mr. Tony Manfre provided background on the property, stating the original lot at 530 Deming Street, was subdivided in 1992 into two lots. Mr. Jacques is proposing a four-bedroom residential home to be built on the rear lot. Mr. Manfre stated there is a sewer lateral stub in front of the vacant property, however prior to subdividing, 530 Deming Street paid their benefit assessment for that sewer lateral, even though they are currently connected to septic. Mr. Manfre stated his proposal is to have the new construction home connect to the current lateral and have Mr. Jacques provide an additional sewer lateral for the other home.

Chairman Wagner stated Mr. Jacques has three options. The first is that Mr. Jacques would provide an easement to 530 Deming Street to connect to the lateral, and he would provide another connection.

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The second option is 530 Deming Street can write a letter to the town stating that they give up their rights to that lateral. Mr. Manfre stated the third option is to allow Mr. Jacques to connect to the current lateral with a condition to provide another lateral to 530 Deming Street in a certain timeframe.

Chairman Wagner requested Mr. Jacques to come back to the WPCA with more information regarding the properties or he could pick one of the three choices. He stated he is concerned with giving away the rights to the lateral since they are unsure if they have the authority to do so. Mr. Jacques reiterated the lateral is on his property. Chairman Wagner clarified that it is on town property and in the town's records, it is owned by 530 Deming Street.

Mr. Jacques asked what the benefit assessment cost is, and Mr. Manfre answered for his property with a new connection, it is \$7,050 for the benefit assessment and the capacity charge is \$3,572.

Chairman Wagner stated they need more information and what the ownership and rights are to that lateral. He would like attorneys and the homeowner from 530 Deming Street to be involved in the discussion. Mr. Jacques asked when the next meeting is, and Mr. Manfre responded January 16th, 2024. Mr. Manfre stated he can get a legal opinion and Chairman Wagner explained there is a possibility to do a special meeting for this approval.

There was no motion made.

D. Communications and Reports

1. Superintendent Report

Included with the Agenda was a copy of the Superintendent's report (see Exhibit C). Mr. Tony Manfre presented his report which included updates on the Treatment Plant, collection systems, capital improvement project updates, and collection of sewer fees. At the meeting, Mr. Manfre distributed the Collector of Revenue's report.

2. WPCA Annual Report to the Town of South Windsor

Included with the Agenda was a copy of the WPCA Annual Report to the Town of South Windsor. Mr. Manfre stated this is something they provide to the Town every year for the annual report. Chairman Wagner asked for clarification about what year this report is for, and Mr. Manfre confirmed it is from the previous fiscal year, which is July 1, 2022 – June 30, 2023.

E. Public Participation (Items not on the agenda)

Ms. Susanne Seaha, a resident of South Windsor who lives on Foster Street Extension, was in attendance. She said she frequents the dog park, and she believes her dog got a parasite due to the puddling at the

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park. She stated she was curious about the cleaning procedure and if there is any disinfection that happens there. Mr. Manfre stated that the Parks and Recreation Department maintains that and the WPCA would not manage that.

She then stated the main issue she has is the increase in the residential sewer fees. She stated she finds it is outrageous all residents pay the same amounts despite usage, and wants to know why South Windsor cannot pay per usage like other towns, such as Windsor Locks.

Chairman Wagner stated that in the past on several occasions, many people advocated for the usage sewer billing. However, that billing leads to complications. For example, if a resident has a pool or sprinklers, they may be able to measure the water usage, but that water does not go into the sewer. Chairman Wagner also explained that it would be a challenge for residents to measure their usage with wells. Chairman Wagner stated this has been discussed at length, and if they did usage-based billing, it would increase our costs substantially. Ms. Seaha asked if the town would ever vote on that. Chairman Wagner explained they vote on the budget and fees every year, but the WPCA has spent a lot of money on Odor Control Projects and they are hoping to keep the sewer rates the same or decrease.

Manfre stated that this billing discussion has been looked at in depth three times in the last ten years. He explained that administratively, it is just Ms. Megan Siegel and himself in their department. Other towns and communities have 4, 5, or even 6 people in the office focusing on billing for consumption base. In addition, Ms. Siegel does a lot of work on the trash side as well, so their focuses are on both Wastewater Treatment and on Refuse and Recycling for the town. It is more efficient from an administrative standpoint and for budgeting and planning capital improvement projects. Mr. Manfre stated this discussion has come up several times, and he understands her position, but this is the most efficient way to handle the town's sewer billing.

F. Bills, Change Orders, Disbursements

1. Collector of Revenue Refund Batch #31 (Decision)

Collector of Revenue is requesting refund of Batch #31 totaling \$1,200.60. The memo was included with the Agenda.

Motion to approve 10 refunds totaling \$1,200.60 as part of Refund Batch #31.

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

Chairman Wagner asked Mr. Manfre how overpayment happens. Mr. Manfre answered sometimes the bank pays it, but also the property owner as well.

G. Unfinished Business

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1. 139 Lawrence Road Sewer Assessment

Mr. Manfre stated the offer was made to Mr. Sandberg. He reached out to the Collector of Revenue and that Mr. Sandberg has been notified of the WPCA offer for payment by the end of May.

Chairman Wagner stated they looked at the property site plans and the lateral that serves his property is off Lawrence Road and is no different than the other two houses on Lawrence Road that were assessed at the time.

H. Executive Session

None

I. Adjournment

Motion to adjourn at 7:55pm.

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

The motion carried unanimously.

Respectfully Submitted,


Megan Siegel, Recording Secretary