

Received December 1, 2017 @ 11:55 am
Karin J. Diaz, ATC

**MEMBERS OF THE WPCA THAT ARE UNABLE TO ATTEND THIS MEETING,
PLEASE CALL ETHER DIAZ, (860) 644-2511, EXT. 243, ON OR BEFORE 4:30 P.M. ON
THE DAY OF THE MEETING**

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

REGULAR MEETING
MADDEN ROOM

AGENDA

7:00 P.M.
DECEMBER 5, 2017

- A. ROLL CALL
- B. ACCEPTANCE OF MINUTES OF PREVIOUS MEETINGS
 - 1. November 8, 2017, Regular Meeting
- C. NEW BUSINESS
 - 1. Carla's Pasta Facility Expansion, 50 Talbot Lane – Request to Increase Flow Rate (Approval)
 - 2. 59 Sullivan Avenue -- Approval to remove from the residential sewer billing account and adjust the current billing.
 - 3. Closeout Capital Project accounts (Approval)
 - 4. Closeout FY 2016/2017 Budget (Approval)
 - 5. TaxServ Demand and Notice of Intent to Foreclose (Resolution/Approval)
 - 6. WPCA FY 2016/2017 Annual Report (Approval)
 - 7. WPCA Calendar for 2018 (Approval)
 - 8. Election of Officers
- D. COMMUNICATIONS AND REPORTS
- E. PUBLIC PARTICIPATION (Items not on the agenda)
- F. BILLS, CHANGE ORDERS, DISBURSEMENTS
- G. UNFINISHED BUSINESS
 - 1. Proposed Sewer Benefit Assessment Revision (Discussion)
 - 2. Miller Road Gravity Sewer Extension – Conceptual Design and Project Cost (Discussion/Approval)
- H. MOTION TO GO INTO EXECUTIVE SESSION TO DISCUSS PENDING CLAIMS
- I. ADJOURNMENT

Rec. 01/16/2018 @ 3:25pm
Theresa G. Samuel
ATC

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**REGULAR MEETING
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A. ROLL CALL

Members Present: Richard Aries, Erik Dabrowski, and Toby Lewis

Members Absent: Donald Antaya, Carol Fletterick, Patrick Soucy

Alternates Present: Ed Havens, Jr. sitting in for Ms. Carol Fletterick

Alternates Absent: Vicki Paliulis

Staff Present: Tony Manfre, Superintendent of Pollution Control
Ether A. Diaz, Recording Secretary
Michael Gantick, Director of Public Works

Others Present: Neil Hickey, PE, Fuss & O'Neill
Sebastiano and Grace Matarazzo, 54 Miller Road

Chairman Richard Aries called the meeting to order at 7:00 p.m. The following actions were taken during the December 5, 2017 Regular Meeting of the Water Pollution Control Authority (WPCA).

Mr. Ed Havens, Jr. was appointed to sit in for Ms. Carol Fletterick.

B. ACCEPTANCE OF MINUTES OF PREVIOUS MEETING

1. November 8, 2017, Regular Meeting

Motion was made to accept the minutes of the November 8, 2017 regular meeting as presented.

The motion was made by Mr. Ed Havens, Jr. and seconded by Mr. Toby Lewis. The motion carried unanimously.

C. NEW BUSINESS

1. Carla's Pasta Facility Expansion, 50 Talbot Lane – Request to Increase Flow Rate (Approval)

Mr. Tony Manfre reported that this application was previously discussed and is for the proposed expansion of Carla's Pasta located at 50 Talbot Lane, South Windsor, CT. This application is for Phase 1 of the project which consist of 70,000 square feet; the facility construction will consist of 3-4 phases to complete full buildout (185,000 square foot expansion of the existing facility). The existing connection of the sanitary sewer goes into Talbot Lane and flows towards Governors Highway; the expansion will be hooked up to the existing sanitary sewer on Nutmeg Road South and flow towards South Satellite Road. Mr. Manfre distributed copy of the easement sketch provided by Design

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Professionals, Inc. (see Exhibit A). The sketch shows a proposed access easement in favor of the Town for access to the monitoring manhole that is coming out of Carla's pasta from the two proposed grease interceptors. The proposed sewer line is running towards the end of the driveway then travel south to connect into a manhole located in the neighbor's driveway. A private easement will need to be requested. There will be cleanouts at everyone 100 feet in between the proposed manholes and they are proposing two 1000 gallon grease interceptors.

Mr. Manfre stated that the Applicant is aware that if their wastewater discharge levels exceeds the town limits they may need pre-treatment. Chairman Richard Aries asked what the pre-treatment entails and if there has been any discussion on pricing, or any planning on the pre-treatment. Mr. Neil Hickey, PE of Fuss & O'Neill was in attendance this evening and responded that they are in the process of trying to gather some more data to figure out exactly what they need to do for the pre-treatment and what that will consist of.

The flow for Phase I flow shall not exceed 60,000 gallons per day, said Mr. Manfre; however, they are estimating approximately 140,000 gallons for the full buildout. The current Town regulations asks for no more than 125,000 gallons per day. Mr. Manfre expressed that his concern is more with the characteristics of the waste water not necessarily the flow, he recommends a sewer capacity study.

Motion was made to approve the proposed connection to the Town's sewerage system for a 75,000 square foot commercial building (Phase I) located at 50 Talbot Lane, South Windsor, CT; as more specifically shown on plans entitled "Carla's Pasta, 50 Talbot Lane, South Windsor, Connecticut", Prepared by Design Professionals, Inc., South Windsor, CT; Project No. 1293.D, Dated 3/31/15, Sheet No. UT-1 "Utility Plan", Revision Dates: 8/19/2016, 9/29/2016, 10/3/2017, 10/24/2017, 11/2/2017, 11/21/2017. This approval is subject to the following conditions: (1) Installation of a cleanout at every 100 feet between the proposed manholes; (2) A copy of a private easement between the property owners for the installation and maintenance of the sewer must be obtained, reviewed, and approved by the Town; (3) A copy of a 20' minimum access easement allowing the Town access from Nutmeg Road South to the monitoring manhole, must be obtained, reviewed, and approved by the Town; and the drawings presented will be modified to reflect said easements; (4) Phase I flow shall not exceed 60,000 gallons per day. Applicant shall be subject to sewer surcharges if flow exceeds said limit. (5) Wastewater discharge pollutant levels shall conform to Town discharge limits. If discharge levels exceeds said limits the applicant shall be subject to sewer surcharges and/or required to install pretreatment; and (5) Submittal of a sewer capacity study from the point of entry to the public sewer system to the trunk line located on Route 5.

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

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2. 59 Sullivan Avenue – Approval to remove from the residential sewer billing account and adjust the current billing.

Included with the Agenda was a Memorandum from Mr. Tony Manfre explaining that it has come to his attention that the Town has acquired the property located at 59 Sullivan Avenue in a quitclaim. Mr. Manfre was seeking approval to remove this property from the residential billing list to stay consistent with other Town owned properties. Mr. Michael Gantick, Director of Public Works was in attendance this evening; he explained that acquisition of the property has not yet been approved by the Town Council.

Motion was made to table this matter until the property is approved by the Town Council.

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

Motion was made to move to Item G2.

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

G. UNFINISHED BUSINESS

2. Miller Road Gravity Sewer Extension – Conceptual Design and Project Cost (Discussion/Approval)

Included with the Agenda was a copy of the memorandum dated December 1, 2017 from Wright-Pierce (see Exhibit B). Mr. Tony Manfre explained that a geotechnical work was conducted on October 17, 2017; upon review of the survey and geotechnical investigations, Wright-Pierce submitted the project design options. There are two options for this project.

Option 1: is the construction of a gravity sewer main or a low-pressure sewer system. Installation of a gravity main would require construction of an 8-inch gravity main connecting to an existing manhole on Brightman Circle. There is a property that can be subdivided, therefore, with this option, 12 of the 13 planned sewer laterals can be connected by gravity to the sewer main, 80 Miller Road would likely need to install a grinder pump to properly connect to the main line due to its distance from the roadway. Wright-Pierce construction cost estimate to provide sewer service to these residences via an 8-inch gravity sewer extension is between \$300,000 and \$340,000.

Option 2: is the installation of a low-pressure sewer system that would include construction of a 3-inch or 4-inch force main approximately 5 to 8 feet deep along the same route. Under this design, the homeowner will be responsible to put in, operate and maintain a pumping system. The construction cost to provide sewer service to these residences via a low-pressure sewer system is estimated to be between \$200,000 and \$240,000.

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Mr. Manfre explained that Wright-Pierce recommends the WPCA Option 1 which is to continue with the design and implementation of a gravity sewer line extension along on Miller Road as this is less of the burden placed on the homeowner.

Mr. Toby Lewis asked which option is going to be the most efficient and have the greatest longevity. Mr. Michael Gantick, Director of Public Works responded that Wright-Pierce did a life cycle analysis to take into account every point and time the pumps need to be replaced and what the electrical cost is, and it was determined that gravity is the best option.

Mr. Sebastiano and Grace Matarazzo of 54 Miller Road, South Windsor, CT were in attendance this evening. Chairman Richard Aries asked them for their input on the two options discussed this evening. Mr. Matarazzo expressed concern on having a low-pressure sewer system and the burden on the homeowners to be responsible to operate and maintain a pumping system. He expressed that the reason why he would want to hook up to the Town's sewer system is because he does not want to worry about anything.

There was a consensus that Option 1 is the best option to proceed with. Chairman Aries thanked Mr. and Mrs. Matarazzo for attending this evening meeting and expressing their concerns.

Motion was made to move forward with the design and implementation of a gravity sewer line extension along on Miller Road.

The motion was made by Mr. Erik Dabrowski and seconded by Mr. Ed Havens, Jr. The motion carried unanimously.

Motion was made to move to Item C3.

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

C. NEW BUSINESS

3. Closeout Capital Project accounts (Approval)

Included with the Agenda was a Memorandum dated December 5, 2017, from Mr. Tony Manfre listing the projects that are ready to be closed out (see Exhibit C). Mr. Tony Manfre was seeking approval to close out these projects as they are completed.

Motion was made to transfer funds out of the operating reserve and to close out the Capital Project accounts as recommended by Mr. Manfre in his Memorandum (see Exhibit C)

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

4. Closeout FY 2016/2017 Budget (Approval)

Included with the Agenda was a Memorandum dated December 5, 2017, from Mr. Tony Manfre providing a narrative of the Operating Budget and the WPCA Budget (see Exhibit D). Mr. Manfre was seeking approval to transfer \$127,630.43 from the Operating Reserve to balance the budget and to close out the budget.

Motion was made to transfer \$127,630.43 from the Operating Reserve to balance the Operating Budget and to close out the FY 2016/2017 budget.

The motion was made by Mr. Toby Lewis and seconded by Mr. Ed Havens, Jr.

5. TaxServ Demand and Notice of Intent to Foreclose (Resolution/Approval)

Included with the Agenda were two draft letters from TaxServ for approval to send out to the mortgage company of the property with an outstanding sewer account (see Exhibit E). Mr. Tony Manfre explained that TaxServ can insure 100% collection of the sewer liens assessed against properties where there is a mortgage. However, they need to include a resolution with the letter to do so.

There was a general consensus to move forward with this plan; however, Chairman Aries asked to include a formal letter from the WPCA to be included. This matter will be further discussed at the next WPCA meeting.

6. WPCA FY 2016/2017 Annual Report (Approval)

A copy of the WPCA Annual Report FY 2016/2017 was included with the Agenda for review and consideration of the Authority (see Exhibit F). Minor changes were recommended.

Motion was made to approve the WPCA Annual Report for FY 2016/2017 as presented and including the modifications made.

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

7. WPCA Calendar for 2018 (Approval)

With the Agenda, a copy of the WPCA 2018 Meeting Calendar was included for review and approval (see Exhibit G). The meeting date for July will get scheduled in the June meeting. There is no meeting normally scheduled in August, and the November meeting will be affected this year, due to the elections, therefore, the meeting will be on the first Wednesday of the month. This year, the Authority will be holding the May meeting at

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the Water Pollution Control Facility on Vibert Road; all other meetings will be held in the Sprengel Room and the Madden Room.

Motion was made to approve the WPCA meetings Calendar for 2018 as presented in the Memorandum dated December 2, 2017 attached hereto as Exhibit G.

The motion was made by Mr. Erik Dabrowski and seconded by Mr. Ed Havens, Jr.

8. Election of Officers

Chairman Richard Aries recommended moving the election of officers until next month since not all members of the Authority were in attendance this evening.

Motion was made to postpone the election of officers until next month.

The motion was made by Mr. Ed Havens, Jr. and seconded by Mr. Erik Dabrowski.

D. COMMUNICATIONS AND REPORTS

Mr. Tony Manfre reported on the property located at 310 Nutmeg Road South also known as Osprey Associates. He distributed a copy of the letter he received from the owner of this property (see Exhibit H). Mr. Manfre explained that this property consist of four buildings totaling 36 individual industrial condo units. Currently, the Town is billing this property owner the sewer user charge flat rate per unit. The property owner's argument is that the billing method for this property is not a fair one as some of the units are unoccupied. Therefore, the property owner is requesting a consideration that the property be given an exception to its present classification as business condo property to a commercial and industrial rental property.

A discussion ensued whereby the reclassification from a business condo property to a commercial and industrial rental property can only be made by the Planning Department and/or the Assessor's Department. Chairman Richard Aries explained that it wasn't until approximately two years ago that the Authority decided to change the billing format for the commercial and industrial condominiums; now they are charged a flat rate per unit. Chairman Richard Aries was sympathetic to the property owner's arguments; however, it will be necessary for the property owner to go through the proper procedures to get the reclassification of his business made. Therefore, there was a consensus to recommend the property owner to continue to go forward with reclassifying his units with the Town and to come back to the WPCA as soon as he accomplish that.

E. PUBLIC PARTICIPATION (Items not on the agenda)

None

F. BILLS, CHANGE ORDERS, DISBURSEMENTS

None

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G. UNFINISHED BUSINESS

1. Proposed Sewer Benefit Assessment Revision (Discussion)

Mr. Michael Gantick, Public Works Director was in attendance this evening to discuss the proposed changes to the Sewer Benefit Assessments and Impact Fees. He explained that the goal is to create a more equitable system for the sewer impact fees; something that is simple and understandable. Included with the Agenda were three Tables (see Exhibit I). Starting with Table 1 – Mr. Gantick discussed the “Connection to Sewer Fee Summary Table” which includes proposed connection to sewer scenarios for anyone connecting to the Town’s sewer system whether is a residence, commercial or industrial user. Mr. Gantick explained that the connection fee is something that is charged at the time of connection; this goes through the Engineering Department for inspection when they are actually connecting the lateral to the sewer.

Mr. Gantick explained that the things that make up the sewer impact fees are the Capacity Charge and the Sewer Benefit Assessment. The proposed changes includes utilizing an Equivalent Dwelling Unit (EDU) basis for that. Mr. Gantick explained the following scenario listed in Table 1:

Scenario A “Town Installed Sewer – new”: There will be a connection charge, capacity charge and a sewer benefit assessment which payment will be made at the time of connection. Mr. Gantick made reference to Table 2 “EDU Based Calculation Table”: is a draft table in trying to look at all the different types of users. How would the EDU be established and what that equates to a single house, a commercial office, restaurant or industrial usage. In this Scenario, the Sewer Benefit Assessment would basically be the EDU x (80% Actual Cost/Total # of properties). The 80% is the percentage that the WPCA is trying to recover of the project cost. As a reference point, Mr. Gantick explained that an analysis was made on other projects the Town have done before whereby the WPCA recovered about 50% in the past using the current frontage charge of the actual cost.

Scenario B “Town installed Sewer – no previous with unpaid Assessment”: Mr. Gantick explained that this is where they haven’t been assessed before. In this case there will be a Capacity Charge, a Connection Charge and a Sewer Benefit Assessment. In these situations the minimum frontage required for that zone will be used to calculate the Sewer Benefit Assessment.

Mr. Gantick explained that the WPCA will still give them the option to pay over time; and the Authority will have the ability to increase the percentage of the actual cost to recover.

Scenario C “Previously Town Installed Sewer with unpaid Assessment”: Mr. Gantick explained that this is the case where there’s been a caveat placed on a land record that nobody has paid yet. And reference to those documents will be made.

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Scenario D "Previously Town Installed Sewer with Previous paid Assessment": In this case when the Town installed sewer but the assessment hasn't been paid, there will be a Connection Charge at the time of Connection.

Scenario E "Developer Installed Sewer – Connect during construction". This is the case where the developer installs the sewer, so the developer does not have to pay the Sewer Benefit Assessment. However, at the time of connection to the Town's sewer system, there will be a Connection Charge and a Capacity Charge due at the time of connection.

Scenario F "Developer Installed Sewer – Connect after Town Takes over": In this case there will be a Connection charge and a Capacity Charge due at the time of connection to the Town's sewer system.

Scenario G "Modification of building size and/or use": Mr. Gantick explained that in trying to be consistent with the Building Department and the Planning and Zoning Department, this is the case if somebody decides to add a bedroom, or they have a business and they decide to increase their water usage or putting an addition on the property, they will be charge the differential (the delta and the EDU times the Original Base Fee).

Chairman Richard Aries expressed that this is a big step in terms of fairness of the sewer user charges and assessments. The proposed changes will be reviewed by Attorney Andrew Lord, said Mr. Manfre. And the final draft will be discussed at the next WPCA meeting.

H. MOTION TO GO INTO EXECUTIVE SESSION TO DISCUSS PENDING CLAIMS

None

I. ADJOURNMENT

Motion to adjourn at 9:00 p.m.

The motion was made by Mr. Ed Havens, Jr. and seconded by Mr. Erik Dabrowski. The motion was made unanimously.

Respectfully Submitted,

Ether A. Diaz
Recording Secretary

Carla's Pasta is constructing a new 185,000 square feet pasta production facility in South Windsor, Connecticut. The facility will produce various pasta products for distribution to food service establishments. The facility construction will consist of different phases to complete "Full buildout". Carla's Pasta is currently constructing Phase I of the project, consisting of 70,000 square feet, with the remaining 115,000 square feet to be future construction phases.

Phase I will consist of 17,250 square feet of storage, 3,350 square feet 1st floor office area, 6,150 square feet 2nd floor office area, and 43,250 square feet for the production/industrial space. Phase I will account for two new production lines. Future buildout will add four more lines for a total of six lines at final buildout. The facility is scheduled to begin production of phase I, Spring of 2018.

The new expansion will add to their current pasta production facility but will be considered a separate production facility. The new expansion will have a different address, new utility connections (Water, Gas, Electric) and new water discharge connection to the city. The new wastewater connection to the city will be on Nutmeg Road South vs. the existing connection on Talbot Lane.

The facility's water source will be from the MDC. All wastewater will be discharged to the South Windsor POTW.

Wastewater from the facility will be generated from five sources.

Full Buildout*	
Source	Estimated Peak Flow
Domestic Sewage	3,000 GPD
Food Processing	123,520 GPD
Non-Contact Cooling Water	32,582 GPD
Boiler Blowdown	6,208 GPD
Air Compressor Blowdown	192 GPD
Total	165,501 GPD

Phase I of 3 or 4	
Source	Estimated Peak Flow
Domestic Sewage	1,500 GPD
Food Processing	44,790 GPD
Non-Contact Cooling Water	9,345 GPD
Boiler Blowdown	3,974 GPD
Air Compressor Blowdown	64 GPD
Total	59,674 GPD

Phases are done

*These projected numbers are estimates only, as design of the future lines has not been established.

THE DENNIS GROUP, LLC

PRODUCTION SPECIALISTS ▲ FACILITY DESIGNERS ▲ CONSTRUCTION MANAGERS

ATLANTA | SALT LAKE CITY | SAN DIEGO | SPRINGFIELD | SÃO PAULO | TORONTO

MEMORANDUM

TO:	Anthony Manfre, Superintendent Pollution Control	DATE:	12/1/2017
FROM:	Lisa M. Muscanell-DePaola, PE Dennis A. Dievert, Jr., PE	PROJECT NO.:	13914A
SUBJECT:	Miller Road Sewer Extension Project – South Windsor, CT		

The intent of this memorandum is to summarize the preliminary design efforts completed to date for the Miller Road Sewer Extension Project and to provide a conceptual layout and cost estimate for the recommended alternative. Once the Town of South Windsor WPCA advises Wright-Pierce on how to proceed, this preliminary design will be finalized, and 90% design specifications, drawings, and a revised cost estimate will be provided for review.

BACKGROUND

Wright-Pierce and the Town of South Windsor WPCA executed an agreement on September 27th, 2017 to design a sewer service extension for up to 11 existing lots (#44, #54, #55, #64, #65, #73, #74, #80, #84, #94, and #99 plus an additional two lateral stubs) on Miller Road. It was confirmed with the Town of South Windsor that lots #73 and #44 could be subdivided and a second lateral stub would be installed for each of these two lots for future connection.

Wright-Pierce subcontracted out the geotechnical work with Clarence Welti Assoc., Inc., and on October 17th, 2017, two test borings and five additional auger probes were conducted. Boring and probing results indicated that some ledge will likely be encountered particularly when installing one or two of the deeper manholes and sewer pipe sections, and therefore, 50 CY of ledge removal was assumed when developing the construction cost estimate. In early November 2017, J.R. Russo & Associates, LLC was hired by Wright-Pierce to conduct a topographic survey of the project area. The surveyor also surveyed the location and elevation of the existing sanitary lines leaving 7 of the 11 homes on Miller Road while mobilized. Laterals from lot #84, #94, #99, and #73 were unable to be located and measured. The Town of South Windsor and the surveyor made several attempts to enter these residences via letter correspondence and knocking on doors in the field.

For the preliminary design efforts, estimates of the lateral elevations were made based on the finished floor and garage floor elevations provided by the surveyor.

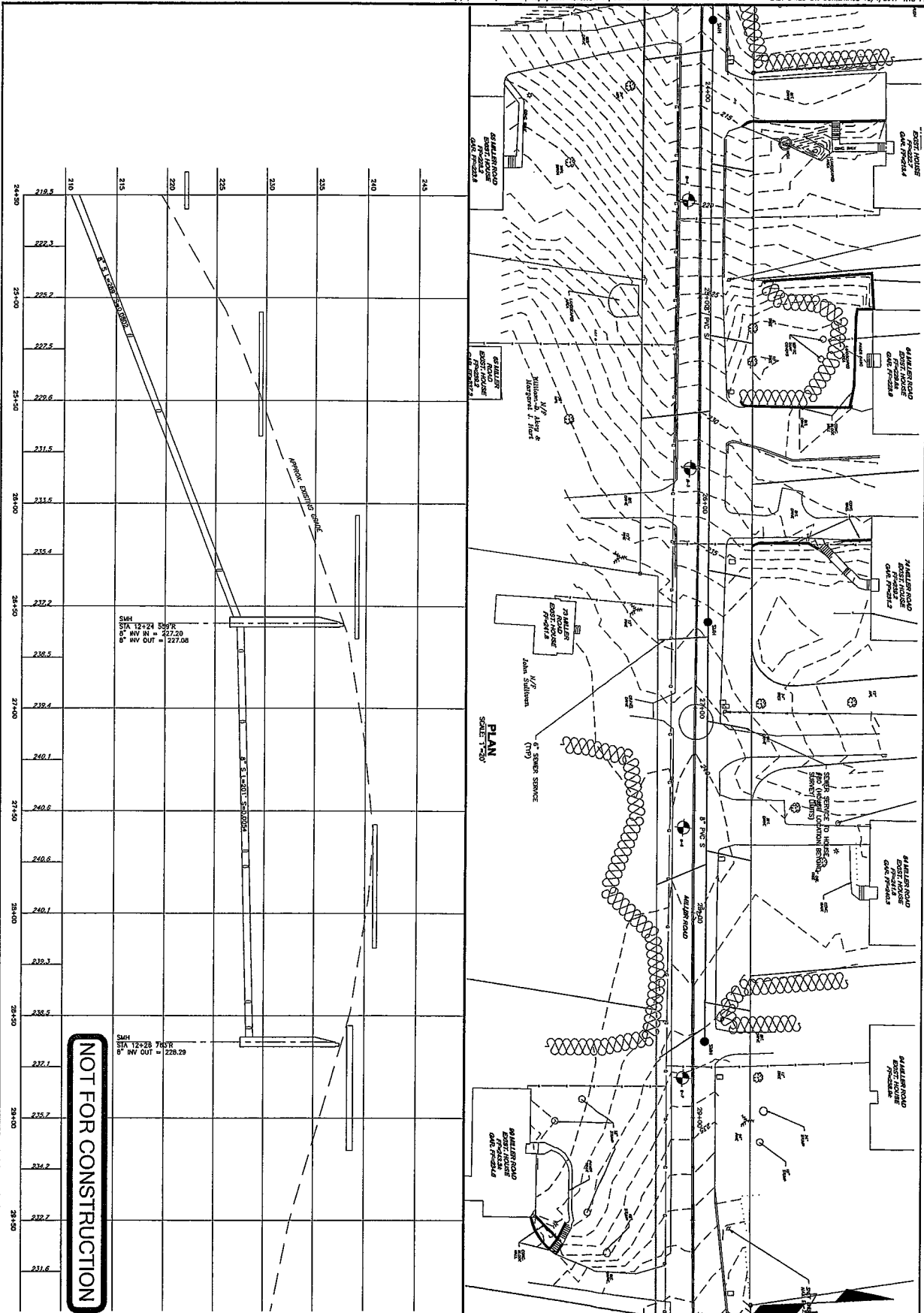
EVALUATION OF ALTERNATIVES

Upon review of the survey and geotechnical investigations, construction of a gravity sewer main or low-pressure sewer system was evaluated. Installation of a gravity main would require construction of an 8-inch gravity main extending from the existing gravity sewer system from an existing manhole on Brighton Circle (approximately 190 feet to Miller Road and then east up Miller Road approximately 770 feet to a manhole between #99 and #94 Miller Road) varying in depth from 5 to 12 feet. Installation of a low-pressure sewer system would include construction of a 3-inch or 4-inch force main approximately 5 to 8 feet deep along the same route.

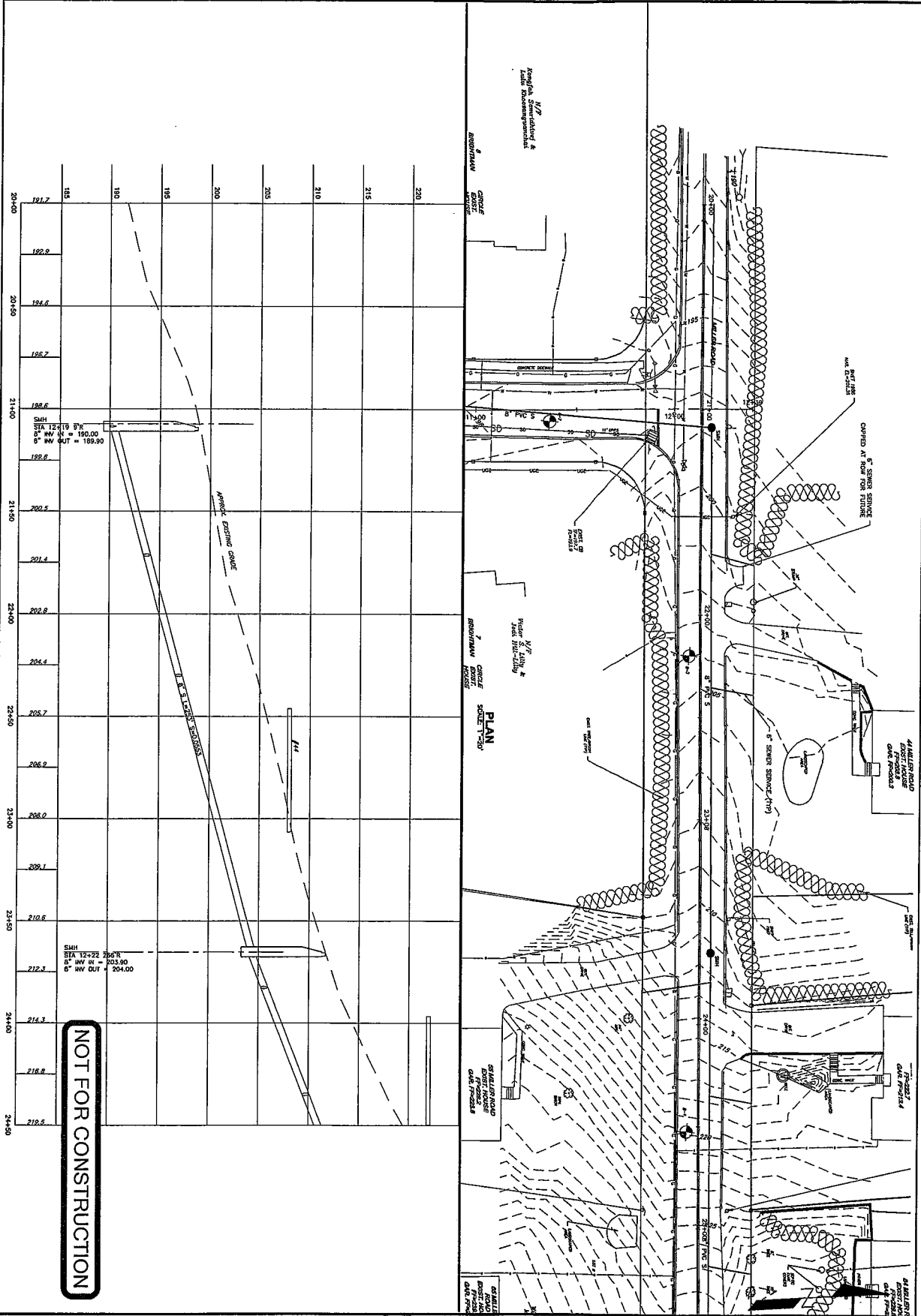
The construction cost to provide sewer service to these residences via an 8-inch gravity sewer extension is estimated to be between \$300,000 and \$340,000, depending upon whether or not the Town will require full width pavement repair. The construction cost to provide sewer service to these residences via a low-pressure sewer system is estimated to be between \$200,000 and \$240,000, depending upon whether or not the Town will require full width pavement repair and if the force main can be installed within the shoulder of the roadway.

CONCLUSIONS AND RECOMMENDATIONS

Based on past experience with low pressure sewer systems, particularly the burden placed on the homeowner to operate and maintain the pumping system, Wright-Pierce recommends the WPCA continue with the design and implementation of a gravity sewer line extension along on Miller Road. Under this design, 12 of the 13 planned sewer laterals can be connected by gravity to the sewer main, and #80 Miller Road would likely need to install a grinder pump to properly connect to the main line due to its distance from the roadway. Wright-Pierce has also assumed that the laterals would only be installed from the main line to individual resident's property lines, and it would be the homeowner's responsibility to replumb their existing interior sewer piping and extend a new service to the property line. A copy of the proposed sanitary sewer main extension is enclosed.



DRAWING C-3	SOUTH WINDSOR CT MILLER ROAD SEWER EXTENSION		WRIGHT-PIERCE Engineering a Better Environment Offices Throughout New England 888.621.8156 www.wright-pierce.com	DESIGNED BY: [] CO. COORD. BY: [] CHECKED BY: [] INCH: [] APPROVED BY: [] DATE: [] PROJECT NO. 63500	SUBMITTAL/REVISIONS APP'D: [] DATE: []



MEMORANDUM

TO: WATER POLLUTION CONTROL AUTHORITY
 FROM: TONY MANFRE, SUPERINTENDENT OF POLLUTION CONTROL
 DATE: DECEMBER 5, 2017
 RE: CAPITAL PROJECT ACCOUNTS TO BE CLOSEDOUT

CAPITAL PROJECT CLOSEOUT ACCOUNTS

DECEMBER 5, 2017

ACCOUNT NUMBER	PROJECT	BALANCE	COMMENTS
44627300	Sewer Line Extension	\$42,000.00	Remaining balance from the Nevers Road sewer extension. Recommend transferring into operation reserve.
44657300	Ellington Road Sewer Rehabilitation	(\$39,328.00)	Emergency repair of sewer pipe collapse. Recommend transferring out of operating reserve.
44609300	Three Pump Stations – Upgrade	(\$31,171.00)	This project was bonded to upgrade three pump station. When the bond was written the cost of the bond was not taken into account resulting in a negative account balance. Recommend transferring out of operation reserve.
44653300	Sewer Improvement Phase IV Design	(\$6,815.00)	This project was to evaluate specific sections of sewer system but was never funded. This project has been shelved until FY19/20. Recommend transferring out of operation reserve.
TOTAL		(\$35,314)	

MEMORANDUM

TO: WATER POLLUTION CONTROL AUTHORITY
FROM: TONY MANFRE, SUPERINTENDENT OF POLLUTION CONTROL
DATE: DECEMBER 5, 2017
RE: FISCAL YEAR 2016/2017 BUDGET CLOSEOUT

FISCAL YEAR 2016/2017 BUDGET CLOSEOUT

Operating Budget Narrative

This past fiscal year we exceeded the set budget by \$127,630.43 or 3.8% of the Wastewater Treatment Facility operating budget. We experience \$164,000 in unplanned expenses. The majority of these expenses were associated with the aeration blower instrumentation and PLC module repairs along with sludge transportation and disposal totaling approximately \$102,000.

The repairs to the blowers were necessary to keep them running and also to provide redundancy in the event of a failure. The repairs have served as an upgrade to the programming system allowing us more control over the blower operation which in turn will help reduce electrical costs.

This past year we saw an increase in Biochemical Oxygen Demand and Total Suspended Solids which result in more sludge production. When these solids are removed from the wastewater they are collected in a thickening tank, processed to remove excess water and transported off site for final disposal. The hauling contractor charges by hauling weight which is contractually agreed upon.

It is recommended to transfer \$127,630.43 from the Operating Reserve to balance the budget.

Water Pollution Control Authority Budget Narrative

The original budget was set for \$700. There was \$475 transferred into the budget for a total of \$1,165. The majority of the money was spent on legal notices which range between \$200-\$300 each depending on how many characters are used. There is \$3.39 remaining that is recommended to be put back into the reserves to balance the budget.

TAXSERV CAPITAL SERVICES, LLC
21 Oak Street, Suite 310
Hartford, CT 06106-8008
TELEPHONE 860-724-9100
E-MAIL: TaxServ@taxserv.com

Exhibit E

«Mail_Date»

Via USPS

«owner_name»

«add1»

«city1», «state_code1» «zip1»

**DEMAND FOR PAYMENT and
NOTICE OF INTENT TO FORWARD to an ATTORNEY to FORECLOSE
Pursuant to C.G.S. Sec. 7-254 and Sec. 7.239**

For: «Property_Address»
Parcel #: «Parcel_ID»
Reference No: «prop_key»

Dear «owner_name»:

As you know, the **Town of South Windsor** has referred your delinquent sewer assessment liens to TaxServ Capital Services, LLC ("TaxServ") for collection. **TaxServ is a debt collector.** Unless you pay or commence partial payments on these delinquencies the Town intends to forward these liens for foreclosure. All costs and attorney fees permitted by law associated with any enforcement action will be added to the amount you owe. Please see the enclosed Information Sheet on the reverse. *Note that a copy of this Demand and Notice of Intent is being sent to your mortgage company.*

Sewer/Water Charges:	«balance»
Interest:	«accrued_int»
Collection Fees:	«collection_amt»
Lien Fees:	«other_fee»
Total (Amount good through «Total_Date»)	«accreted_value»

Please return this portion with your payment.

Town of South Windsor Water/Sewer Lien Payment

«owner_name»
«add1»
«city1», «state_code1» «zip1»

Please indicate any address/phone number changes below:

New Address:

City: _____ State: _____ Zip

Code: _____

Home Phone: (____) _____

MAIL YOUR PAYMENT TO:
TaxServ Capital Services, LLC.
8895 N. Military Trail, Ste 203-D
Palm Beach Gardens, FL 33410

Reference Number(s): «prop_key»

Payment Due Date: «Total_Date»
(Payments made after this date are subject to additional interest)

Amount Due: «accreted_value»

Amount Paid: _____

Check #: _____

MAKE YOUR CHECK OR
MONEY ORDER PAYABLE TO:

TaxServ Capital Services SW - SW

PLEASE WRITE YOUR REFERENCE NUMBER(S)
ON YOUR CHECK OR MONEY ORDER.
NO CASH WILL BE ACCEPTED BY MAIL.

**TAXSERV CAPITAL SERVICES, LLC IS A DEBT COLLECTOR AND
ANY INFORMATION OBTAINED WILL BE USED FOR THAT PURPOSE**

Sewer and Water Charges Information Sheet

This brochure is provided to answer questions arising from the collection process for sewer and water charges

1. Sewer and Water Assessments Enforced in the Same Manner as Property Taxes: Sewer and water liens have been placed against your real property. These liens are second in priority only to municipal property taxes. Suit may be filed to collect the assessment or to foreclose the lien. Interest, costs, collection fees, attorney fees and all the statutes and regulations applicable to property taxes are applicable to sewer and water liens. *"The accrual of interest and the fees and expenses of collection"* are the same for assessment liens held by the municipality or sold to a third party. See CGS Sec. 7-254 and 7-239

2. Bankruptcy: If you base a dispute based on a bankruptcy filing, you must provide evidence that the specific assessments contained in the notice were included in your filing and you were discharged of any personal liability. A Chapter 7 bankruptcy does not discharge business entities or have any effect on a lien filed on the land records. Note carefully that a bankruptcy filing only affects personal liability for sewer and water assessments due and payable before the filing date. You will owe any and all sewer and water assessments that come due after a bankruptcy filing.

3. Death: Any charge outstanding at the time of death remains as a lien on the real estate. The lien filed on the land records is unaffected. The Town may assess a charge in the name of the probate estate or the administrator/executor of the probate estate. If there is a distribution of any amount to heirs or devisees without paying the sewer and water assessments, the administrator/executor may become personally liable for those sewer and water assessments up to the amount distributed.

4. Trustee, Fiduciary or Conservator: Fiduciaries are liable for sewer and water charges assessed in the name of a Trust or Trustee. A Fiduciary debt incurred in the administration of a trust is a personal debt of the Trustee. 3 Conn Sup 67; Cited. 4 Conn Sup 239.

5. Actual Payment: For a claim of actual payment of the sewer user charges and assessments in question you must provide a receipt showing payment of the specific charges placed into collection and/or a copy of the cancelled check used to make payment

6. No Receipt of Charge Bill: A claim that you did not receive a bill is not a valid dispute to the obligation to pay a charge as it has been increased by interest and fees. It is every property owner's duty to understand their obligation to pay sewer and water assessments.

7. Connecticut Statute of Limitations: The statute of limitation on the collection of sewer and water assessments is 15 years from the date the charge was first due and payable. No other statute of limitation applies. Claims of delay in collection (laches) are not applicable to sewer and water assessments.

8. Cannot Negotiate: Just as for property taxes, the amount of the sewer and water assessments as increased by interest, costs, lien, collection and attorney fees is not negotiable. If you make a payment that is less than the full amount due, it will be treated as a partial payment and will not stop collection enforcement. See CGS Sec. 12-168.

9. Collection Fees: Just as for property taxes, a 15% collection agency fee has been added to and becomes an indivisible part of the sewer and water assessments you owe. See CGS Sec. 7-254, 7-239 and 12-141 where a tax is defined to include the following: original assessment plus "any interest, penalties, fees and charges, *including collection fees of a collection agency*, attorney's fees." The law limits the amount of the collection agency fee. See 36a-805(a) (13).

10. Interest Will Continue to Accrue Until Paid in Full: Interest will continue to accrue on the unpaid principal balance of your sewer and water assessment at the rate of 1.5% per month until paid in full. Interest and fees cannot be separated from the charge.

11. Lien Release and Lien Release Fees: The recorded liens will only be released when the entire delinquent amount for all the individual liens is paid in full. The Town Clerk charges a statutory fee to record each release. The Lien Release Fee is added to the delinquent amount. The statutory lien release fee is calculated as follows: \$53 for the first two liens plus \$2 for each additional lien. By way of example, the lien release fee when 12 liens are being released is \$73 (\$53 for the first two liens plus \$20 for the remaining 10 liens at \$2 apiece).

**TAXSERV CAPITAL SERVICES, LLC IS A DEBT COLLECTOR ATTEMPTING TO COLLECT A DEBT AND
ANY INFORMATION OBTAINED WILL BE USED FOR THAT PURPOSE**

TAXSERV CAPITAL SERVICES, LLC
21 Oak Street, Suite 310
Hartford, CT 06106-8008
TELEPHONE 860-724-9100
E-MAIL: TaxServ@taxserv.com

«Mail_Date»

«Mortgage_Company»

«co»

«Mort_Add»

«Mort_City», «Mort_State» «Mort_Zip»

MORTGAGEE NOTICE

NOTICE of INTENT to FORWARD to an ATTORNEY to FORECLOSE
Pursuant to C.G.S. Sec. 7-254 and Sec. 7.258

For: «Property_Address», «city1»
Parcel #: «Parcel_ID»
Your mortgagor: «owner_name»
Reference No: «prop_skey»

Dear Mortgagee

A title search indicates that you hold a mortgage on the above referenced property. Please find enclosed a notice of intent to forward the sewer assessment liens on this property to foreclose which notice has been sent to your mortgagor. To protect your mortgage position and to avoid the addition of the costs and fees to initiate and prosecute a foreclosure action, you may pay the sewer assessments and add the amount to the mortgage debt.

If you have any questions regarding the attached notice, please contact me by email at TMalnati@TaxServ.com or by phone at (561) 799-9626 ext. 305.

Sincerely,


Thomas P. Malnati

TaxServ Capital Services, LLC is a debt collector.
Any information you provide will be used to collect the debt.

DRAFT

WATER POLLUTION CONTROL AUTHORITY - The Water Pollution Control Authority (W.P.C.A.) established in 1966 was originally known as the Sewer Commission. The Authority is made up of seven (7) members and two (2) alternates appointed by the Town Council for a term of four (4) years. Its members are citizens of the Town who volunteer their time to take on the responsibility and obligation of approving sanitary sewer construction plans and the operation of the sewerage system. The Authority levies benefit assessments, establishes fair and reasonable sewer user charges, awards contracts, selects engineers and applies for state and federal funds as authorized in the Connecticut General Statutes, Chapter 103 and the Town of South Windsor Ordinances 103 and 150.

The Water Pollution Control Authority is responsible for the proper functioning and continuous operation of South Windsor's sanitary sewage system which is essential for public health and safety, economic development, environmental protection, and the quality of life for those living and working in our Town. Authority members take seriously their responsibility for this system, and as such, must establish fair and prudent fiscal policies to ensure adequate funding for proper maintenance, repair and replacement of the system's many components. Planning for future needs of this complex and widespread system entails a degree of unavoidable uncertainty, including, among other things, exposure to unforeseen natural events, accidents, revenue fluctuations, and unplanned facility repair, maintenance and improvement needs.

This fiscal year was the second year for the implementation of the sewer user charge discount program for qualified residents. A qualified resident is a residential sewer user who is eligible for property tax relief under the State of Connecticut Qualifying Income for the Elderly and Totally Disabled Tax Relief Program.

**Sewer User Charge Discount Program
FY 2016/2017**

No. Eligible Applicants	Discount(%)	User Chrgs	Program Cost
48	10	\$16,156.80	\$1,795.20
59	20	\$17,652.80	\$4,413.20
49	30	\$12,828.2	\$5,497.80
34	40	\$7,629.60	\$5,086.40
0	50	\$ 0	\$0
Total 190		\$54,267.40	\$16,792.6

Residents are able to apply for the sewer charge discount program at the same time when they apply for the Town's Property Tax Relief Program through the Human Services Department.

During the Fiscal Year 2016/2017, the Water Pollution Control Authority approved a number of commercial and residential projects.

The Authority has begun to work with TaxServ as a means to assist in the Town's efforts to collect more than \$800,000 in delinquent sewer user fees. Town Constables are given 60 days to collect delinquent fees before handing off the accounts to TaxServ. This new program began in May and we have collected \$74,243.89 through October.

The Authority was informed by the Town of Vernon that they are in the process of updating its water pollution control facility. The Town of Vernon is required to upgrade its treatment facility in compliance with a directive from the Connecticut Department of Energy and Environmental Protection. New limits have been established for the removal of phosphorus in the effluent discharge by 2019.

The Town of South Windsor will be responsible for a share of these costs to upgrade the facility pursuant to the inter-municipal sewer agreement between the two towns. Vernon has selected a consulting engineer who have proposed an \$87 million upgrade to their wastewater treatment plant. South Windsor's share is estimated to be \$1.4 million.

The Future

The W.P.C.A. is involved in working together with other Boards and Commissions in cooperative efforts to meet Town Strategic Plan goals and objectives.

Richard Aries, *Chairperson*

*[www.southwindsor.org/government/Boards/Water Pollution Control Authority/Minutes/September 13, 2016 Special Meeting](http://www.southwindsor.org/government/Boards/Water%20Pollution%20Control%20Authority/Minutes/September%2013,%202016%20Special%20Meeting), Exhibit G-1.

Memorandum

TO: Water Pollution Control Authority
Lori Trahan, Town Clerk

FROM: Ether A. Diaz, WPCA Recording Secretary

RE: WPCA Meetings Schedule for Calendar Year 2018

DATE: December 1, 2017

The following schedule lists the regular meetings of the Water Pollution Control Authority for calendar year 2018. The May 1st meeting will be held at the South Windsor Treatment Plant, 1 Vibert Road. All other meetings will be held in the Town Hall meeting rooms (Madden/Sprenkel Room) at 7:00 p.m.

January 2, Sprenkel Room
February 6, Madden Room
March 6, Madden Room
April 3, Madden Room
May 1, Treatment Plant, 1 Vibert Road
June 5, Madden Room
July – meeting date to be scheduled
August – no meeting scheduled
September 4, Sprenkel Room
October 2, Madden Room
Wednesday, November 7, Sprenkel Room
December 4, Madden Room

Osprey Associates
PO Box 8385
Manchester Connecticut

Dec 4 2017

Exhibit H

Town of South Windham
Water Pollution Control Authority
1540 Sullivan Ave
South Windham CT 06074

Reference 310 Nutmeg Rd South.

Dear Sirs

I am requesting your consideration that my property 310 Nutmeg Rd South be given an exception to its present classification as a business condo property to a commercial and industrial rental property. For the purpose of determining the sewer usage fee we are charged. My reason for this request is as follows.

- 1) although the town taxes and assesses my property as 36 individual condo units my partnership Osprey Associates is the sole owner of each unit and has been since my ownership began.
- 2) my use of this property has well as its history as a rental property since no real estate transactions indicating sales of these units have occurred.
- 3) sewer usage has reported by MDC to the Authority has relatively been small when compared to the possible use by 36 individual owners would

REVISED 12-5-17

SECTION 14 Sewer Benefit Assessments and Impact Fees - DRAFT

Assessment of benefits. Pursuant to Section 7-249 of the Connecticut General Statutes ("C.G.S.") the Town of South Windsor Water Pollution Control Authority ("WPCA") is authorized to levy benefit assessments in accordance with the following grant of statutory authority, which states in part:

At any time after a municipality, by its water pollution control authority, has acquired or constructed, a sewerage system or portion thereof, the water pollution control authority may levy benefit assessments upon the lands and buildings in the municipality which, in its judgment, are especially benefited thereby, whether they abut on such sewerage system or not, and upon the owners of such land and buildings, according to such rule as the water pollution control authority adopts.

The following formulas shall serve to calculate the benefit assessment of residential and/or nonresidential properties:

- A. Residential Sewer Benefit Assessment calculation for a new town funded sewer installation where the Town will recover a minimum of 80% of the construction cost:

$$\text{Assessment} = \frac{\text{EDU} \times (80\% \text{ of Project Cost})}{\# \text{ of Properties}}$$

- B. A previously installed sewer without a paid assessment (Residential/Nonresidential):

$$\text{Assessment} = \text{Minimum Zone Frontage} \times \text{Price per linear foot (Set by WPCA)}$$

Capacity Charges. Pursuant to Section 7-255 of the Connecticut General Statutes ("C.G.S.") the WPCA is authorized to establish charges for the use of the sewerage system in accordance with the following grant of statutory authority, which states in part:

The water pollution control authority may establish and revise fair and reasonable charges for connection with and for the use of a sewerage system. The owner of property against which any such connection or use charge is levied shall be liable for the payment thereof.

Capacity Charge. The WPCA shall periodically establish a capacity charge for connections to the sewerage system. The Capacity Charge shall be calculated by using Equivalent Dwelling Units. Equivalent Dwelling Units (EDU) shall be used as the basis to calculate the Capacity Charge for residential and non-residential properties. A calculation worksheet will be available at the Water Pollution Control office (Exhibit ____). For Commercial and Industrial properties, the size of the building lateral and quantity of

building laterals shall be used to determine the EDU factor. For Residential properties, the EDU will be determined by the number of bedrooms in a dwelling.

The following formula shall serve to calculate the capacity charge:

$$\text{Capacity Charge} = \text{EDU} \times \text{Base Fee (Set by WPCA)}$$

A Capacity Charge shall not be levied against property owners that have paid a benefit assessment prior to January 1, 2018.

Sewer Impact Fee. The benefit assessment and the capacity charge together shall constitute the Sewer Impact Fee ("SIF") for new connections to the sewerage system. Property owners that connect to the sewerage system after the effective date of this regulation shall pay a SIF at the time of connection, unless such payment or is subject to a statutory installment payment recorded on the land records.

A Sewer Impact Fee (SIF hereafter) shall be levied when:

- A. A public sanitary sewer system is constructed and properties so served by the sewer system connect for service;
- B. When an existing sewer is available to a property that has not previously paid a sewer benefit assessment;
- C. When a land developer installs a sewer and a property is connected to said sewer after the Town takes ownership;
- D. After the addition of a bedroom at a Residential property;
- E. After the modification of building size and/or use of a Residential, Commercial or Industrial building.

14.2 A Sewer Impact Fee will not be levied on an existing property that has previously paid a benefit assessment unless 14.1 A-E applies.

Payment of Sewer Impact Fee

14.5 The SIF is levied at current set rates. At no time shall a rebate of the SIF be paid back for the reduction of bedrooms, the modification of a building or the modification of the building use.

- A. Residential property owners whose SIF is part of a Town funded sewer project may elect to pay said charges in 15 equal installments upon connection to the sewer. The first installment shall be due in the following month of November or May with no less than 30 days prior notice with subsequent installments shall be due annually thereafter on said due date. There shall not be a penalty early payoff of the outstanding balance.

The installments in the case of assessments that are a part of a sewer project which is funded by bonds or notes shall bear interest at the maximum rate of interest the Town is obligated to pay on such bonds or notes. In the case of assessments which are not funded by bonds or notes, installments shall bear an interest rate equal to the maximum interest rate charged to the Town on the most recently bond or note funded project.

- A. A sewer impact fee for a Town installed sewer at its expense is due and payable at the time of connection. If the sewer was installed by a property owner at his expense, said property owner shall not be charged the benefit assessment portion of the sewer impact fee.
- B. If an existing property owner connects to a sewer installed by a private developer at its expense prior to Town acceptance of said sewer, and pays the developer for same, said property owner shall not be charged a benefit assessment subsequent to the Town's acceptance of the line. Any other property owner who does not connect to the sewer shall not be charged until the time of connection, and at such time, would be charged at the current rate in effect.
- C. If a private developer installs a main sewer line at its expense within a subdivision, he shall not be charged the benefit assessment portion of the sewer impact fee for the property within said subdivision fronting on said line.

14.6 Any owner of real property who is eligible for tax relief for elderly taxpayers under the provisions of Section 12-129b and 12-170a of the General Statutes may apply to the Water Pollution Control Authority for approval of a plan of payment of such property owner's Sewer Impact Fees other than as provided under Section 7-253 of the General Statutes. Said plan may include an option to pay only the annual interest charge, as provided in said Section 7-253 on any deferred payments of outstanding balance of principal of said Sewer Impact Fees. Any such plan shall provide that the outstanding balance of principal deferred under such optional method payment shall become due upon any transfer of title to the property subject to such Sewer Impact Fees or upon the death of such property owner. Said plan shall become effective upon the approval of the Water Pollution Control Authority and shall be subject to annual review and re-approval by the Water Pollution Control Authority.

14.7 A caveat shall be placed on a property's land record when said property has public sewer available but is not connected. Said caveat shall be removed from the land record when said property connects to the public sewer system.

Calculations:

Sewer Impact Fee = Benefit Assessment + Capacity Charge

Base Charge and Capacity Charge Calculations:

BASE CHARGE = $\frac{(\text{TOTAL SYSTEM REPLACEMENT COST} / \text{\# OF RESIDENTIAL USERS})}{10 \text{ YRS OF LIFE BUY IN}}$

*7-10 YRS IS THE AVERAGE TIME A PERSON LIVES IN THEIR HOME IN S. WINDSOR

CAPACITY CHARGE = BASE CHARGE x EDU

Benefit Assessment Calculation:

RES. BENEFIT ASSESSMENT = ZONE FRONTAGE (DEFINED BY PLANNING DEPT) x \$40

COM./IND. BENEFIT ASSESSMENT = ZONE FRONTAGE X \$77

WRIGHT-PIERCE METHOD TO DETERMINE TOTAL SYSTEM VALUE:

WWTF = DESIGN AVE. DAILY FLOW X \$10/GPD = 3,750,000 GPD X \$10/GAL = \$37,000,000

SEWERS (\$250/LF) = 130 MILES X 5280'/MILE X \$250/LF = \$171,600,000

PUMP STATIONS = \$1,000,000 EACH x 11 PUMP STATIONS = \$11,000,000

TOTAL SYSTEM VALUE = \$220,000,000

Definitions

Assessment of Benefits: As stated by State Statute 103 Section 7-249.

Residential Unit: A dwelling for one family only, either in a portion of a building occupied by two or more families, or in a single detached dwelling; or a separately sealable, rentable and/or transferable portion or section of a building under construction renovation. (Simsbury, CT)

Sewer Impact Fee: Capacity fees are one-time payments used to fund capital improvements needed to expand the utility systems. The capacity charge is proportionate and related to the capital facility demands of the new development. A Sewer Impact Fee shall be assessed on all new or expanded service connections to the public sewer system as published in the fee schedule. The Sewer Impact Fee shall be proportionate to the cost of providing sewer to previously unserved properties and all changes in use that increase water flow to the sewer system.

Capacity Charge: A charge on new connections to the sewer system so that such new connections contribute a pro-rata share of the costs of the system capacity and facilities needed to provide service for such new connections. The fee shall reflect the appropriate amount of the share for that connection to the assets in the utility system and shall be calculated based on equivalent dwelling units.

Equivalent Dwelling Unit: The unit of measure by which the Capacity Charge for sanitary sewer services provided by the South Windsor sewer system is calculated and imposed upon each improved property served by the sewer system. (Borough of Quakertown, PA)

A measurement used to establish a ratio between residential and non-residential use of improved property.

Change of Use: As defined by the Planning Dept. or Town Assessor.

Modification: As defined by the Tax Assessor office.

Bedroom: As defined by the Tax Assessor office.

Table 1 - DRAFT
Connection to Sewer Fee Summary Table

	Connection to Sewer Senario	Connection Charge	Capacity Charge	Sewer Benefit Assessment	When Paid
A	Town Installed Sewer-new	Yes	EDU X Base Fee	EDU X(80% Actual Cost/Total # of properties	At Time of Connection
B	Town Installed Sewer-no previous Assessment	Yes	EDU X Base Fee	Zone Frontage X \$ /LF	At Time of Connection
C	Previously Town Installed Sewer with unpaid Assessment	Yes	*	*	At Time of Connection
D	Previously Town Installed Sewer with Previous paid Assessment	Yes	No	No	At Time of Connection
E	Developer Installed Sewer- Connect during construction	Yes	EDU X Base Fee	No	At time of Connection
F	Developer Installed Sewer- Connect after Town Takes over	Yes	EDU X Base Fee	No	At Time of Connection
G	Modification of building size and/or use	No	Δ EDU X Base Fee	No	At Time of building Modification

Notes:

*-Refer to Assessment of Record

For EDU refer to Table 2 For EDU Calculation

For Zone Frontage refer to Table 3 and Annual Fee Schedule

For Base Fee refer to Annual Fee Schedule

Table 2 - DRAFT
EDU Based Calculation Table

USE	Residential		Commercial	Office	Restaurant		Industrial	
	Single Family	Multi family*						
EDU Size	SF Floor Space	# Bedrooms	SF Floor Space	SF Floor Space	Seats		Water Meter Size	EDU Ratio
0.75	<1400	2 or less						
1	1400 to <2000	3	< 5000	< 5000	< 20		<1 inch	1
1.25	2000<3000	4					1	2.5
1.5	3000 and above	5					1.5	5.8
2		6	5K to <16 K	4K to <16K	20 to <50		2	10
3		7 to 9	16K to <20K	16K to <24K	50 to < 80		3	23
4		10 to 12	20K to <32K	24K to <32K	80 to <110		4	41
5		13 to 15	32K to <44K	32K to <40K	110 to < 140		6	92
6		16 to 18	44K to <56K	40K to <48K	140 to <170		8	164
7		19 to 21	56K to <68K	48K to <56K	170 to < 200		10	253
8		22 to 24	68K to <80K	56K to <64K	200 to < 230		12	364
9		25 to 27	80K to <92K	64K to <72K	230 to < 260			
10		28 to 30	92K to <103K	72K to <80K	260 to < 290			
10 plus		1 per 3 BRM'S over 30	1 per 10,000 SF over 103K SF	1 per 8,000 SF over 80k SF	1 per 30 seats over 230 seats			

EDU=Equivalent Dwelling Unit

EDU Ratio=ratio of the cross-sectional area of pipe size relative one residential water meter size(less than 1 inch)

Zone Frontage Table 3

Residential Area

District	Frontage
RR	175
A- 40	150
AA- 30	150
A- 30	120
A- 20	100
DRZ ⁽⁴⁾	200
MFA/AA	200

Commercial and Industrial Area

District	Frontage
RC	150
GC	100
TS	150 on Route 5
GD ⁽⁴⁾	200
CD ⁽⁵⁾	
DC ⁽⁶⁾	150
I	100
RO	200
FP	
R5NOZ ⁽¹⁰⁾	150