

received 8-28-2018 @ 12:00 pm  
For J. Allen, 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, TOWN HALL

**AGENDA**

7:00 P.M.  
SEPTEMBER 4, 2018

- 
- A. ROLL CALL
  - B. ACCEPTANCE OF MINUTES OF PREVIOUS MEETINGS
    - 1. July 10, 2018, Special Meeting
  - C. NEW BUSINESS
    - 1. Harbor Chase – Evergreen Walk (Approval to Connect)
    - 2. CIP Account Review
      - a. Closeout of Capital Projects (Approval)
    - 3. Residential Sewer User Charge Billing FY2018/2019 – (Approval to Bill)
  - D. COMMUNICATIONS AND REPORTS
    - 1. CIP Report
      - a. Vegetation Management Plan
      - b. Miller Road
      - c. Evaluation Study
    - 2. Collection of Delinquent Accounts
    - 3. Carla's Pasta
  - E. PUBLIC PARTICIPATION (Items not on the agenda)
  - F. BILLS, CHANGE ORDERS, DISBURSEMENTS
  - G. UNFINISHED BUSINESS
    - 1. 915 Strong Road (Discussion)
    - 2. Extending sewer with Eli Terry construction (Discussion)
    - 3. Discount Program Feedback
    - 4. Office of MK Construction Inc., Troy Road (Approval to Connect)
  - H. MOTION TO GO INTO EXECUTIVE SESSION TO DISCUSS PENDING CLAIMS
    - 1. Frontier Update
    - 2. Cyber Security (Discussion)
  - I. ADJOURNMENT

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**A. ROLL CALL**

**Members Present:** Richard Aries, Erik Dabrowski, Carol Fletterick, Toby Lewis, Vicki Paliulis, Thomas Ruby and Stephen Wagner

**Members Absent:** Patrick Soucy

**Alternates Present:** Anitha Elango

**Staff Present:** Tony Manfre, Superintendent of Pollution Control  
Ether A. Diaz, Recording Secretary

**Others Present:** Morris Borea, Town Attorney  
Scott Roberts, Director of Information Technology and Assistant Town Manager  
Reshma Gandhi, Town resident  
Ronald E. Bomengen, PE of Fuss & O'Neill  
Ray Favreau, Director of Parks and Recreation Department  
Eric Q. Roise of Kaestle Boos Associates

Chairman Richard Aries called the meeting to order at 7:00 p.m. The following actions were taken during the September 4, 2018 Regular Meeting of the Water Pollution Control Authority (WPCA).

Motion to go into Executive Session to Discuss Pending Claims.

The motion was made by Mr. Stephen Wagner and seconded by Mr. Toby Lewis. The motion carried unanimously.

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

Discussion ensued at 7:03 p.m.

**1. Frontier Update**

ROLL CALL: Chairman Richard Aries, Vice-Chairman Erik Dabrowski, Carol Fletterick, Toby Lewis, Thomas Ruby, Stephen Wagner, Tony Manfre, Superintendent of Pollution Control, Ether Diaz, Recording Secretary, and Morris Borea, Town Attorney.

Discussion ended at 7:30 p.m.

**2. Cyber Security (Discussion)**

ROLL CALL: Chairman Richard Aries, Vice-Chairman Erik Dabrowski, Carol Fletterick, Toby Lewis, Thomas Ruby, Stephen Wagner, Tony Manfre, Superintendent of Pollution Control, Ether Diaz, Recording Secretary and Scott Roberts.

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Motion to adjourn the Executive Session at 7:50 p.m.

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

Chairman Richard Aries called the regular meeting to order at 7:55 p.m.

**B. ACCEPTANCE OF MINUTES OF PREVIOUS MEETINGS**

1. July 10, 2018, Special Meeting

Motion to accept the minutes of the July 10, 2018, regular meeting as amended.

The motion was made by Mr. Toby Lewis and seconded by Ms. Carol Fletterick. The motion carried unanimously.

Motion to go to Agenda Item G “Unfinished Business, Item 1”.

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

**G. UNFINISHED BUSINESS**

1. 915 Strong Road (Discussion)

Ms. Reshma Gandhi of 915 Strong Road was in attendance this evening. Mr. Tony Manfre, Superintendent of Pollution Control explained that this matter was discussed during the previous meeting. The house was connected to the sanitary sewer system in 1987, however, the property does not appear on the Town’s sewer user list, and therefore, has never been billed for sewer service. The property owner was seeking information on her property and it was determined that the plot plans of the property show a lateral connection to the sewer. To confirm whether or not the house was connected to the sanitary sewer, dye was put in to the system and thereby confirmed connection to the sewer. At the previous WPCA meeting, members of the WPCA recommended seeking legal opinion from the Authority’s Council Attorney with regards to retroactive billing on the residential house or to determine whether or not title insurance covers encumbrances. The Attorney did not recommend billing arears, said Mr. Manfre and the title insurance does not cover prior undocumented property liens or encumbrances. This property has been added to the residential billing list and the Attorney does recommends billing the property owner for services from July forward, explained Mr. Manfre.

Chairman Richard Aries expressed that he is certainly in favor of waiving any assessments on this property due to the timing of the issue and based on the legal opinion provided by Attorney Andrew Lord.

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Motion to bill 915 Strong Road from July 2018 and not charge any potential prior encumbrances.

The motion was made by Mr. Erik Dabrowski and seconded by Ms. Carol Fletterick. The motion carried unanimously.

**C. NEW BUSINESS**

**1. Harbor Chase – Evergreen Walk (Approval to Connect)**

Mr. Ronald E. Bomengen, Professional Engineer of Fuss & O'Neill was in attendance to present the application. He was seeking approval to connect to the Town's sewer system for the construction of an assisted living facility located within Evergreen Walk. The site is located to the north of LA Fitness, east of ECHN II, and west of Buckland Road. The facility will house 111 units in a two and three story building. The facility is a total of approximately 111,976 square feet. Mr. Bomengen explained that the Evergreen Walk utility infrastructure has adequate capacity to provide service to the proposed project; 16,650 gallons per day are expected from the proposed development. The majority of the effluent from the proposed development will be conveyed via a gravity sewer pipe to an onsite manhole which will ultimately connect to the existing 8-inch sanitary sewer main located adjacent to Evergreen Way and the development site. Mr. Bomengen also explained that the sanitary sewer being conveyed from the lowest level of the 3 story section of the proposed building will be conveyed by gravity to a grinder pump. The sewer is then pumped through a low pressure sanitary sewer pipe to the onsite manhole where it is combined with the other effluent leaving the proposed building. Also, as part of this project, an existing 6-inch section of sanitary sewer main located to the south west of LA Fitness will be increased in size to an 8-inch pipe.

Mr. Tony Manfre asked if there is a proposed generator to be on site. Yes, there will be a generator on site, responded Mr. Bomengen. Therefore, Mr. Manfre recommended the installation of an automatic or manual transfer switch for an external connection of the generator.

Chairman Richard Aries asked if the Fats Oils and Grease (FOG) regulations come in place for a large facility like this that prepare meals. Yes, responded Mr. Manfre and explained that there is a proposed oil/grease separator. Also, there is a proposed monitoring manhole that the Pollution Control staff can take samples from. Mr. Manfre also explained that the Pollution Control Department established an easement agreement to gain access to the whole Evergreen Walk area.

Mr. Manfre commented on the pump station whereby the plans show a proposed tree planted on top. Mr. Manfre recommended having the plans changed. Mr. Bomengen responded that the proposed tree has been removed and the plans has been changed.

Mr. Bomengen was informed that payment of a connection charge, capacity charge and lateral charge will be due upon connection to the sewer. A draft copy of the Equivalent

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Dwelling Unit (EDU) calculation sheet showing the connection charge, lateral charge and capacity charge was provided to Mr. Bomengen.

Mr. Erik Dabrowski asked if they will be using an irrigation sprinkler system. Mr. Bomemngen responded that he believe they will be irrigating the lawn. Mr. Manfre informed Mr. Bomengen that the applicant may request the use of a private deduction meter which may be used to measure the amount of the water that is not discharged to the sewer. This figure will be subtracted from the water company's consumption report and will serve as the basis for calculating a sewer user charge, said Mr. Manfre.

Motion to approve the connection of 1000 Evergreen Way under the following conditions:

1. Technical approval of the Engineering Dept.;
2. The sewer line is installed in substantial conformance with the design plans;
3. Payment of a connection charge in the amount of \$22,301 for 5.8 acres;
4. Payment of a capacity charge in the amount of \$21,240 for a 4" water line;
5. Payment of a lateral charge in the amount of \$1,167 for one lateral.
6. The installation of an automatic grease removal unit meeting the requirements of the State of CT Department of Energy and Environmental Protection; and
7. The installation of an automatic or manual transfer switch for an external connection of the generator in the event of a power outage.

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

Motion to go to Agenda Item C4.

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

**4. Nevers Park Public Restrooms – (Approval to Connect)**

Mr. Ray Favreau, Director of Parks and Recreation was in attendance this evening and presented the application. He explained that the Parks & Recreation Department has been fortunate enough to partner with the very generous South Windsor Rotary Club on parks improvements over the last twenty years. Last year they did a new rental pavilion at Veterans Memorial Park and this year the Rotary Club is once again partnering with Parks & Recreation on the dollar for dollar cost sharing project to construct a small restroom facility at Nevers Park at the corner of Nevers and Sand Hill Roads. The proposed building is 36' x 20' in size. Mr. Favreau was seeking approval to connect to the Town's sanitary sewer system.

Mr. Stephen Wagner asked if the location of the proposed building will be affecting the parking area. Mr. Ray Favreau responded that the proposed building is set back away

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from the fields and from the side walk to meet Planning and Zoning Standards. This project was discussed and approved through a staff review.

Mr. Tony Manfre stated that the current location of the proposed building is 13ft away from the sewer, however, he recommended moving the proposed building 15 ft. north to the parking lot if possible to have 20 ft. from the center of the sewer line and gain more access to the sewer system if need be. Mr. Favreau responded that there should be no problems in doing that.

Motion to approve the connection of the Nevers Park Public Restroom under the following conditions:

1. Move building 15 ft. north to the parking lot if possible.
2. Technical approval of the Engineering Dept.;
3. The sewer line is installed in substantial conformance with the design plans.

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

Motion to go to Item G "Unfinished Business" Item 4.

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

**G. UNFINISHED BUSINESS**

**4. Office of MK Construction, Inc., Troy Road (Approval to Connect)**

Mr. Eric Q. Roise, Landscape Architect with Kaestle Boos Associates, Inc. was in attendance representing MK Construction, Inc. He explained that MK Construction is proposing to construct a 5,360 sq. ft. building on property located at 140 Troy Road; 1,035 sq. ft. of office space and 4,325 sq. ft of warehouse/garage space. There are no proposed floor drains in the building. This is a well fed system, so they will have a well. Mr. Roise was seeking approval to connect into the existing manhole in the street.

Mr. Tony Manfre asked if the proposed drains in the garage area go to the sanitary sewer. No, there are no floor drains in the garage area, responded Mr. Roise. Mr. Manfre explained that it is required to install a water drain manhole for monitoring purposes or if there is a change of use of business.

Chairman Richard Aries asked if much of the facility devoted to garage space, is that for commercial trucks and cars or is it parking space. Is for parking, storage and mechanical maintenance for construction equipment, said Mr. Roise.

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Mr. Manfre also explained that because is on well a water meter will be needed. Mr. Manfre also asked for the size of the water line going in which will be used to calculate the Capacity Charge. Mr. Roise responded that is a 1" line.

At 8:25 p.m. Ms. Vicki Paliulis arrived.

A draft copy of the Equivalent Dwelling Unit (EDU) calculation sheet showing the connection charge, lateral charge and capacity charge was provided to Mr. Roise.

Motion to approve the connection of 140 Troy Road under the following conditions:

1. Technical approval of the Engineering Dept.;
2. The sewer line is installed in substantial conformance with the design plans;
3. Payment of a connection charge in the amount of \$3,229.80 for 0.84 acres;
4. Payment of a capacity charge in an amount to be determined;
5. Payment of a lateral charge in the amount of \$1,167 for one lateral;
6. The installation of a water meter which will be reported annually to the Pollution Control Department.
7. If there is another lateral that enters the existing manhole, the applicant shall notify the Water Pollution Control Authority for installation of a monitoring manhole; and
8. If there is any substantial change in use of property, the applicant must seek approval from the Water Pollution Control Authority.

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

Motion to go back to Agenda Item C2.

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

2. CIP Account Review
  - a. Closeout of Capital Projects (Approval)

Included with the Agenda was a Memorandum from Mr. Tony Manfre (see Exhibit A). Mr. Manfre explained that the project bid was approved by the Authority on March 9, 2015 for \$499,323, however, only \$390,000 was appropriated for the project. The WPCA approved the transfer of funds to cover the cost, however, the transfer was not done for an unknown reason. The contracted expenditures of the project, plus change orders and less the credit bring the total net expenditures to -\$178,802. Therefore, Mr. Manfre recommended a transfer of funds from the Replacement Reserve account to close out the Secondary Clarifier Improvement Project account.

How this happened, why there is a negative fund balance for this project, asked Mr. Toby Lewis and why funds weren't appropriated for this project. Mr. Manfre

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responded that the Authority authorized the expenditures of funds in the amount of \$499,000; only \$390,000 was appropriated for this project and the funds wasn't transferred through the Finance Department.

Mr. Erik Dabrowski expressed concern on the approval of the change orders. Chairman Richard Aries explained that the Authority approves the project but they don't typically look and approve the change orders if the project remains on budget. If the project goes over the approved budget, then the Superintendent of Pollution Control will bring up the matter to the Authority for discussion.

Mr. Thomas Ruby asked if all the bills due on this project were paid. Yes, said Mr. Manfre. So actions were taken to appropriate the funds, but no one did the journal transfers to get the funds in the right accounts, asked Mr. Ruby. That is correct, responded Mr. Manfre. Mr. Stephen Wagner expressed that he was in the audit committee for couple of years and he knows that the auditors work pretty hard to reconcile past years books, therefore, he's surprised that the auditors did not see this.

Motion to approve the closure of Secondary Clarifier Improvement from the Capital Improvement accounts as presented.

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

**3. Residential Sewer User Charge Billing FY2018/2019 – (Approval to Bill)**

Included with the Agenda was a Memorandum from Mr. Tony Manfre (see Exhibit B). The memo states that there have been 63 new residential sewer connections that occurred during the past year. The proposed residential sewer billing list includes 8,390 accounts grossing \$3,413,396.00 in revenue. There are 191 accounts that qualified for the sewer user discount program costing a total of \$18,711.66 and the anticipated net revenue from residential sewer users for fiscal year 2018/2019 is \$3,394,684.34.

Motion to approve the residential billing list as presented.

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

**D. COMMUNICATIONS AND REPORTS**

**1. CIP Report**

- a. Vegetation Management Plan: Mr. Manfre explained that he is in the process of reviewing the punch list items on the Area 3 easements; this area covers the eastern section of Town. A couple of months ago some areas were identified that the contractor, Distinctive Tree Care said that they were going to finish.



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Therefore, they are doing a final review of the punch list items. The Town will be soliciting Requests for Proposals (RFP) in September for the final phase of the Vegetation Easement Plan, Area 4.

- b. Miller Road: Mr. Manfre reported that the pipes and manholes have been installed in the ground on Miller Road for the extension project of the sanitary sewer system. The contractor is in the process of setting up a paving and lawn restoration schedule. Mr. Manfre is waiting for the final construction cost. There weren't any change orders to date, said Mr. Manfre.
- c. Evaluation Study: Mr. Manfre reported that funds in the amount of roughly \$75,000 was appropriated to evaluate the eleven pump stations. The Town applied for the Clean Water grant with the State of CT Department of Energy and Environmental Protection (DEEP). The study was approved for 55% grant of the cost for the amount of \$41,429.30; Pollution Control will pay \$33,897 for the study. The purpose of the study is to get an outlook of the status of the pump station and what needs to be replaced. The study will cover mechanical systems, HVAC, electrical, instrumentation and structural. This study should be completed by December 2018, said Mr. Manfre.

2. Collection of Delinquent Accounts:

Included with the Agenda was a collection report from TaxServ (see Exhibit C) for the delinquent accounts placed with TaxServ Capital Services, LLC for the month of July 2018. Mr. Manfre reported that TaxServ collected \$9,699.97 (total gross) and the net of collections fees is in the amount of \$8,428.59 through July. The outstanding balance is in the amount of \$409,676.81. Currently there is no delinquent accounts with constables as the 60 day time frame has expired. The overall collection rate for sewer grand list is 98.15%, said Mr. Manfre.

Chairman Richard Aries suggested monitoring this for a month more or two and ask TaxServ come in before the Authority.

3. Carla's Pasta

Included with the Agenda was a letter from Fuss & O'Neill to Mr. Tony Manfre (see Exhibit D) providing the status update to the Carla's Pasta facility expansion construction schedule. Mr. Manfre explained that he added discussion on this matter to the Agenda to provide an update on Carla's Pasta. As previously discussed, Carla's Pasta is requested to attend the October meeting as they were supposed to be operating at their new expansion site, to report the monitoring of the flow and discharge parameters for the existing facility and the expansion. However, they have experienced some installation delays with their equipment and they don't think they are going to be up and running until January 2019, said Mr. Manfre. Carla's Pasta have requested to postpone their attendance at the follow-up WPCA meeting until March 2019. They take the March meeting because that will give Carla's Pasta two months of testing to

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report. Currently their flow go through a 4,000 gallons grease separator and they are going to be upgrading it to a total of 15,000 gallons grease separators. Also, they have increased their oil/water separator pump outs from every two weeks to every week. Some of the numbers have come down, said Mr. Manfre and they are getting better. However, Fuss & O'Neill and Carla's Pasta are aware that they are going to have to do something very soon to come reduce their Biochemical Oxygen Demand (B.O.D.), Total Suspended Solids (TSS), and Oil and Grease loading on the treatment plant and be in compliance, said Mr. Manfre.

Is Carla's Pasta operating under an industrial waste water permit, asked Ms. Vicki Paliulis. Yes, said Mr. Manfre. Ms. Paliulis asked for a copy of their permit. She explained that the Authority has been very patient with Carla's Pasta as they are polluting. She explained that when there is an industrial waste water permit, they need to submit the "Discharge Monitoring Reports" to the State Department of Energy and Environmental Protection (DEEP) and "if Carla's Pasta is truly doing the reports accurately, they are showing huge violations", said Ms. Paliulis. She explained that she looked them up for other enforcement actions and they are not as cleaned as the Authority think. A copy of the information obtained was distributed to members of the Authority, see Exhibit E.

Ms. Paliulis explained that the Authority needs to recognize that according to Carla's Pasta Clean Air Act and Water Act permitting, they are violating water regulations. Is not okay, said Ms. Paliulis; the Authority already gave them an extension to report. It is not okay for the Authority to say that in March is fine to report, said Ms. Paliulis, because they are using Town resources. Carla's Pasta is getting better but they are still violating the Industrial Waste Water Permit. She recommended obtaining a copy of their Discharge Monitoring Reports for the past two years, a copy of their current DEEP National Pollutant Discharge Elimination System permit under which they are operating and records of regulation violations.

I agree, said Mr. Tony Manfre and explained that he had in-house discussions on this matter; he was planning on putting them on the Agenda for next meeting and also notify them of the meeting as well and try to have a final date. They are going on line in January, if the Authority give them until March to review the reports and they are still not in compliance by May, then the Authority will start the surcharges. The Authority should already be imposing surcharge fees, because they are polluting and using Town resources; this is also affecting the Town money wise, responded Ms. Paliulis.

Mr. Stephen Wagner asked if the Town is discharging stuff into the river that it shouldn't be discharged. No, what's put in the river is clean, said Mr. Manfre. The Town is cleaning Carla's Pasta discharge before the Town discharge to the River.

Mr. Erik Dabrowski asked what are the Town's cost in cleaning Carla's Pasta level of discharge. Mr. Manfre explained that discussions on this matter began in January 2018.

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The initial surcharge was going to be between \$140,000 or \$150,000. That's costing the Town to clean removal of the BODs and TSS, said Mr. Manfre.

Chairman Richard Aries asked if Carla's Pasta is violating the Town's regulations. Yes, said Mr. Manfre. Currently they are in violation of the BOD, TSS, Oil and grease, Flow and pH regulations of the WPCA's Rules and Regulations.

Mr. Thomas Ruby explained that there are remedies available and the Authority need to know exactly what those remedies are and what it will take to implement those remedies. Carla's Pasta was provided a grace period to comply and have not. They should be notified that the Authority is not interested in extending any more risk. This is causing problems and needs an immediate solution. Chairman Aries asked Mr. Manfre to write a letter to Carla's Pasta notifying them of their presence required next meeting and that it is the consensus of the WPCA to begin the process of assessing surcharges and any penalties that will be applicable at this point and time.

**E. PUBLIC PARTICIPATION (Items not on the agenda)**

None

**F. BILLS, CHANGE ORDERS, DISBURSEMENTS**

None

**G. UNFINISHED BUSINESS**

**2. Extending sewer with Eli Terry construction (Discussion)**

Mr. Manfre explained that this matter was discussed at the last WPCA meeting. A neighbor to Eli Terry Elementary School requested that WPCA consider extending sewer to eleven properties that are currently not served by public sewer during the construction of the new school. Members of the Authority asked Mr. Manfre to contact the eleven property owners to determine how many people are interested in having sewer available to their property. Mr. Manfre sent them a letter and the neighbors did not support the project; three responses were received including from the person that initially made the request stating that they are not interested in sewers, said Mr. Manfre.

**3. Discount Program Feedback**

At the previous WPCA meeting, the Authority asked Mr. Manfre to find out how many veterans live in town that may potentially be qualified for the sewer discount program. There is 1100 veterans in the Town of South Windsor, said Mr. Manfre. The current cost of the discount program is over \$18,000, therefore, he recommended making no changes to the current discount program and consider expanding the program in the future.

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**I. ADJOURNMENT**

Motion was made to adjourn the meeting at 9:30 p.m.

The motion was made by Mr. Toby Lewis and seconded by Ms. Carol Fletterick.  
The motion carried unanimously

Respectfully Submitted,


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Ether A. Diaz  
Recording Secretary

**South Windsor Pollution  
Control**

# Memo

**To:** Water Pollution Control Authority

**From:** Tony Manfre, Superintendent of Pollution Control 

**cc:** Patricia Perry, Director of Finance

**Date:** September 4, 2018

**Re:** Close Out of Secondary Clarifier Improvement Project

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I am recommending closing out the Secondary Clarifier Improvement Project, account #44645300-320. The final pay requisition was recommended by Wright – Pierce on December 2, 2016. Once the final payment was made the account was over expended by \$178,802.

After researching the expenditures I have determined that project bid was approved by the WPCA on March 9, 2015 for \$499,323, however, only \$390,000 was appropriated for the project. Approved money that was supposed to be transferred into the project account was not transferred for an unknown reason. The project change orders, which consisted of constructing/installing aluminum stairs and railings, new valves, and instrumentation totaled almost \$87,000. A credit was received after a dispute between the Engineer and Supplier was negotiated that totaled \$17,000.

The contracted expenditures of the project, plus change orders and less the credit bring the total net expenditures to -\$178,802. I am recommending a transfer of funds from the Replacement Reserve, account #44699300-320 to account #44645300-320 to close out the Secondary Clarifier Improvement Project account.

**TOWN OF SOUTH  
WINDSOR POLLUTION  
CONTROL**

# Memo

**To:** Water Pollution Control Authority  
**From:** Tony Manfre, Superintendent of Pollution Control  
**cc:**  
**Date:** September 4, 2018  
**Re:** Residential Sewer User Charge Billing List



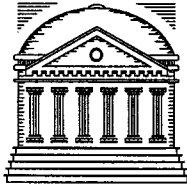
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During the past year there has been an increase of 63 new residential sewer connections.

The proposed residential sewer billing list includes 8,390 accounts grossing \$3,413,396.00 in revenue.

There are 191 accounts that qualified for the sewer user discount program costing a total of \$18,711.66.

The anticipated net revenue from residential sewer users for fiscal year 2018/2019 is \$3,394,684.34.



TAXSERV CAPITAL SERVICES, LLC

MUNICIPAL TAX SERVICES

21 Oak Street, Suite 301

Hartford, CT 06106

TELEPHONE (860) 724-9100 ♦ FACSIMILE (860) 727-1080

E-MAIL: [taxserv@taxserv.com](mailto:taxserv@taxserv.com)

Exhibit C

August 9, 2018

Via Email

Anthony Manfre

Superintendent

Town of South Windsor

Water Pollution Control Authority

1540 Sullivan Avenue

South Windsor, CT 06074

Re: Professional Services Agreement dated April 1, 2018 ("Contract")  
Monthly Collections Report for July 2018 ("Report")

Dear Mr. Manfre:

The following presents the collections report for the delinquent accounts placed with TaxServ Capital Services, LLC ("TaxServ") for the month of July 2018.

1. Status for July 2018: The following Table 1 presents the characteristics of the bills placed for collection with interest, costs accrued and collections through July 2018:

Number of Active Bills/Accounts: 734 / 343

Lien Age Range: 2008-2018

**Table 1**

Category	Original Balance <sup>(1)</sup>	Collected Amount <sup>(2)</sup>	Current Balance <sup>(3)</sup>
Principal	\$568,199.67	\$324,687.75	\$242,824.66
Interest	\$177,636.10	\$146,241.99	\$100,563.20
Collection Fee	\$111,875.37	\$71,872.36	\$51,508.18
Costs of Collection	\$36,136.83	\$24,151.58	\$14,780.77
<b>Total Receivable</b>	<b>\$893,847.97</b>	<b>\$566,953.68</b>	<b>\$409,676.81</b>

Total gross historical collections are \$566,953.68 (\$495,081.32 net of collection fees). Total gross collections in July 2018 are \$9,699.97 (\$8,428.59 net of collection fees) and described in Table 2. A report that details the Table 2 collections is attached hereto as Schedule A.

**Table 2**

Collected by	Principal	Interest	Costs of Collection	Net Tax Collected	Collection Fee	Total Collected
South Windsor	\$6,422.84	\$1,448.14	\$379.34	\$8,250.32	\$1,244.65	\$9,494.97
TaxServ	\$43.48	\$134.79	\$0.00	\$178.27	\$26.73	\$205.00
<b>Grand Total</b>	<b>\$6,466.32</b>	<b>\$1,582.93</b>	<b>\$379.34</b>	<b>\$8,428.59</b>	<b>\$1,271.38</b>	<b>\$9,699.97</b>

2. Table 3 provides a summary of Schedule B which provides total number of attempts to collect for both Outstanding and Redeemed accounts.

**Table 3**

Description	July 2018 Count of Attempts	Total Count of Attempts	Average of Total Count of Attempts
Outstanding	4	1,219	7
Redeemed	0	1,174	6
<b>Grand Total</b>	<b>4</b>	<b>2,393</b>	<b>6</b>

3. Collection Charts: Attached hereto as Schedule A1 through Schedule A3 are the collection charts providing for monthly and cumulative collections, monthly collection comparison and collection rates by Grand List year. Schedule B provide the detail and summary of attempts made to collect.

Thank you and please advise if you have any questions or comments.

Sincerely,

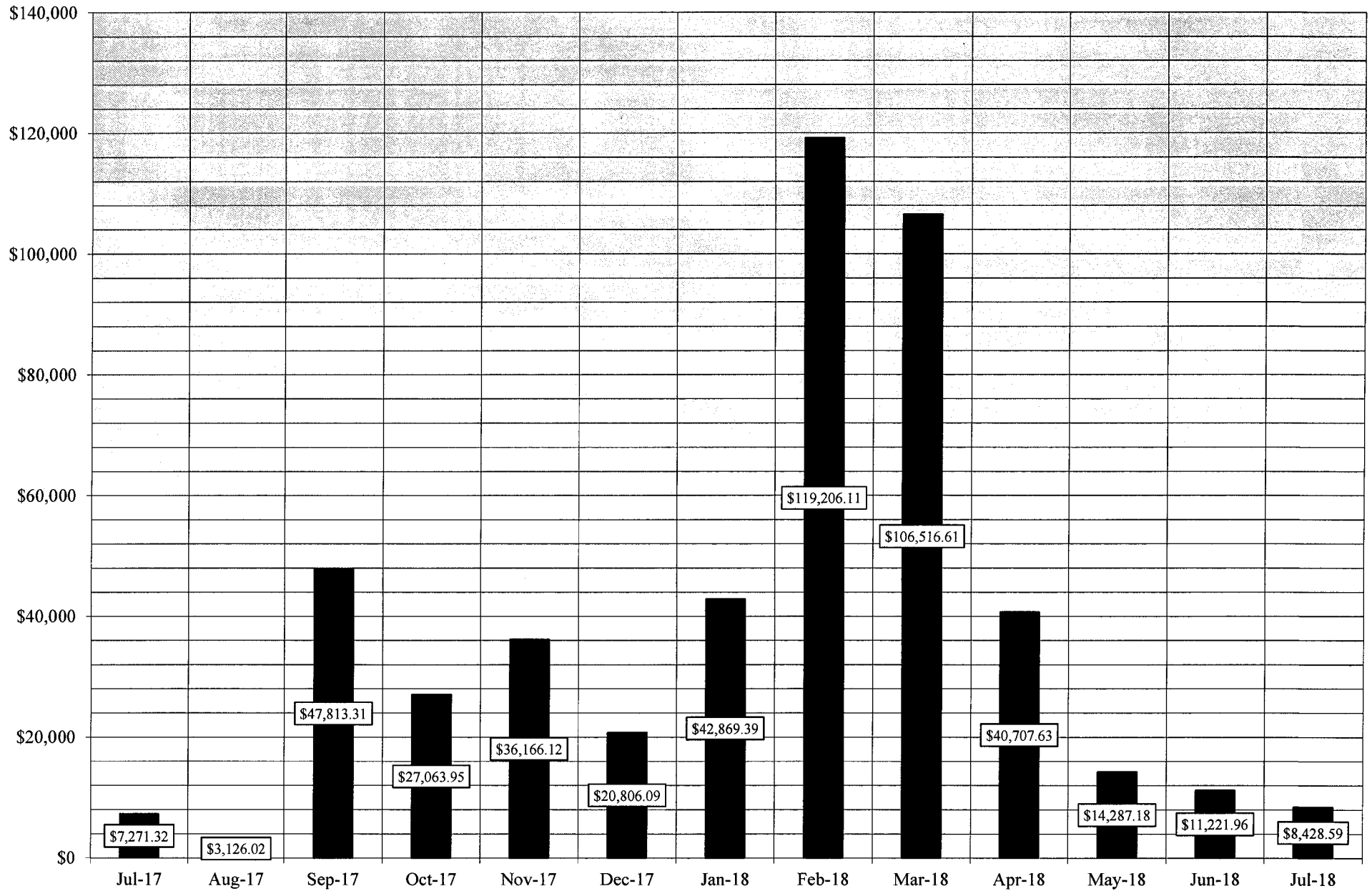


Maria Thomas  
Service Manager  
TaxServ Capital Services, LLC  
Phone: (561)799-9626 ext 303  
Email: mthomas@taxserv.com

cc: Mr. Roger Blain  
Ms. Rhonda Gelormino



SCHEDULE A1  
South Windsor CT - TAXSERV CAPITAL SERVICES, LLC  
MONTHLY COLLECTIONS FOR THE PERIOD July 2017 THROUGH July 2018





August 30, 2018

Mr. Tony Manfre  
Superintendent of Pollution Control  
Town of South Windsor WPCA  
1540 Sullivan Avenue  
South Windsor, CT 06074

RE: Carla's Pasta  
Status Update to Facility Expansion Construction Schedule

Dear Mr. Manfre:

On behalf of Carla's Pasta, we are providing an update to the status of the facility expansion at the South Windsor, Connecticut facility. The expansion is being undertaken in phases to complete "full buildout". Carla's Pasta had originally anticipated that Phase I of the expansion would be operational by September 2018. Due to unforeseen delays during the construction of the expansion, the start-up date for Phase I has been postponed to January 2019.

The wastewater from the facility expansion will be discharged to a sewer line on Nutmeg Road South while the existing building's wastewater will continue to be discharged to the sewer line on Talbot Lane. As such, it is anticipated that the increased flow rates for the existing building will continue until January 2019. Therefore, it is requested that an extension of the January 25, 2018 WPCA approval be granted to Carla's Pasta. We also request that Carla's Pasta postpone their attendance at the follow-up WPCA meeting until March 2019 to allow a period of at least 2 months of monitoring of the flow and discharge parameters to be conducted for the existing facility and the expansion.

If you have any questions or need additional information, please call one of us at (860) 646-2469.

5 Hartford Road  
Manchester, CT  
06040  
t 860.646.2469  
800.286.2469  
f 860.533.5143

www.fando.com

California  
Connecticut  
Maine  
Massachusetts  
New Hampshire  
Rhode Island

Sincerely,

Neil P. Hickey, P.E.  
Project Manager

Christopher J. Ecsedy, P.E., LEP  
Senior Vice President

Enclosures

c: Sergio Squatrito, Carla's Pasta

Exhibit E



# Civil Enforcement Case Report

## Civil Enforcement Case

### Basic Information

**Case Number:** 01-2016-1015  
**Case Name:** CARLAS PASTA INC  
**Case Category:** Administrative - Formal  
**Case Status (as of 01/05/2017):** Final Order Issued  
**Case Lead:** EPA  
**Court Docket Number:** --  
**DOJ Docket Number:** --

**Relief Sought:** Penalty  
**Enforcement Outcome:** Final Order With Penalty  
**Headquarters Division:** --  
**Branch:** --  
**Result of Voluntary Disclosure?** No  
**Multi-media Case?** --  
**Enforcement Type:** CAA 113D1 Action For Penalty, EPCRA 325 Action For Penalty  
**Violations:** Failure To Report Information As Required, General Facility Requirements, Labeling/Marking Requirements, Mechanical Integrity

### Penalties – Case Level

**Total Federal Penalty Assessed or Agreed To:** \$78,184  
**Total State/Local Penalty Assessed:** \$0  
**Total SEP Cost:** \$0  
**Total Compliance Action Cost:** \$8,200  
**Total Cost Recovery:** \$0

### Case Summary

On January 5, 2017, Region 1 filed a CAFO resolving an administrative penalty action against Carla's Pasta, Inc. The complaint alleged five violations of Section 112(r) of the Clean Air Act (CAA), 42 U.S.C. § 7412(r) and the Risk Management Plan (RMP) regulations promulgated thereunder at 40 C.F.R. Part 68, and one violation of the Emergency Planning and Community Right-to-Know Act of 1986 (EPCRA). The company operates a dry pasta manufacturing facility in South Windsor, Connecticut that includes an ammonia refrigeration system. The CAFO includes payment of a civil penalty of \$78,184 and Carla's Pasta has certified that it has corrected all of the deficiencies and come into compliance.

### Laws and Sections

Law	Sections	Programs
EPCRA	312	Emergency and Hazardous Chemical Inventory Forms

### Citations

Title	Part	Section
40 CFR	370.40	--

Law	Sections	Programs
CAA	112[R][7]	Prevention of Accidental Release/Risk Management Plans (RMPs)

Title	Part	Section
40 CFR	370.44	--
40 CFR	370.45	--
40 CFR	370.20	--
40 CFR	68.69	--
40 CFR	68.65	--
40 CFR	68.90	--
40 CFR	68.67	--
40 CFR	68.73	--

## Facilities

FRS Number	Facility Name	Address	City Name	State	Zip	SIC Codes	NAIC Codes
110044338044	CARLA'S PASTA	50 TALBOT LANE	SOUTH WINDSOR	CT	06074-5401	--	--

## Defendants

Defendants and Settlements	In Complaint	In Settlement
Carla's Pasta Inc. (SB)	Y	Y

## Case Milestones

Event	Actual Date
Enforcement Action Data Entered	09/28/2016
Complaint Filed/Proposed Order	09/28/2016
Final Order Issued	01/05/2017

## Related Case Documents

Document	Facility Name	Publish Date	EPA Program
No data records returned			

## Pollutants

Pollutant Name	Chemical Abstract Number
Ammonia	7664417

## Related Activities

Description	Actual Date
Case File	--

## Final Order 1

**Final Order Type:** Administrative Penalty Order With or Without Injunctive Relief

**Final Order Name:** CARLAS PASTA INC

**Linked Facilities (FRS ID):** 110044338044

**Final Order Lodged Date:** --

**Final Order Entered Date:** 01/05/2017

**Enforcement Action Closed Date:** --

**Actual Termination Date:** --

## Penalties/SEPs/Cost Recovery Amounts

**Federal Penalty Assessed or Agreed To:** \$78,184

**State/Local Penalty Assessed:** --

**SEP Value:** --

**Federal Cost Recovery Awarded:** \$0

**Complying Actions**

Complying Action ID	Category	Description
3600021984	Prevention of Future Releases	Industry Standards Adopted
3600021985	Work Practices	Record-keeping
3600021986	Work Practices	Reporting

**Supplemental Environmental Projects**

SEP ID	Category	SEP Value	Description
No data records returned			

**Pollutant Reductions**

Resulting From	Pollutant	Annual Amount	Units	Media Affected
CA ID 3600021984	Ammonia	12,000	lbs	Air



## Detailed Facility Report

### Facility Summary

**CARLAS PASTA INC**  
**50 TALBOT LN, SOUTH WINDSOR,**  
**CT 06074 ⓘ**

FRS (Facility Registry Service) ID:  
 110044338044  
 EPA Region: 01  
 Latitude: 41.82866  
 Longitude: -72.59669  
 Locational Data Source: FRS  
 Industry: undefined  
 Indian Country: N

### Enforcement and Compliance Summary ⓘ

Statute	Insp (5 Years)	Date of Last Inspection	Compliance Status	Qtrs with NC (Noncompliance) (of 12)	Qtrs with Significant Violation	Informal Enforcement Actions (5 years)	Formal Enforcement Actions (5 years)	Penalties from Formal Enforcement Actions (5 years)	EPA Cases (5 years)	Penalties from EPA Cases (5 years)
CAA	1	08/28/2014	--	--	--	--	--	--	1	\$78,184
EPCRA	1	08/28/2014	--	--	--	--	--	--	--	--
RCRA	--	--	No Violation	0	0	--	--	--	--	--

### **Regulatory Information**

Clean Air Act (CAA): No Information

Clean Water Act (CWA): No Information

Resource Conservation and

### **Other Regulatory Reports**

Air Emissions Inventory (EIS): No Information

Greenhouse Gas Emissions (eGGRT): No Information

Toxic Releases (TRI): No Information

Recovery Act (RCRA): Compliance and Emissions Data  
 Active (H ) SQG Reporting Interface (CEDRI): No  
 (CTR000514901) Information  
 Safe Drinking Water Act  
 (SDWA): No Information

## Facility/System Characteristics

### Facility/System Characteristics

System	Statute	Identifier	Universe	Status	Areas	Permit Expiration Date	Indian Country	Latitude	Longitude
FRS		110044338044					N	41.82866	-72.59669
RMP	CAA	100000221681		ACTIVE			N		
RCR	RCRA	CTR000514901	SQG	Active (H )			N		

### Facility Address

System	Statute	Identifier	Facility Name	Facility Address
FRS		110044338044	CARLAS PASTA INC	50 TALBOT LN, SOUTH WINDSOR, CT 06074
RMP	CAA	100000221681	CARLA'S PASTA, INC.	50 TALBOT LANE, SOUTH WINDSOR, CT 06074
RCR	RCRA	CTR000514901	CARLAS PASTA INC	50 TALBOT LN, SOUTH WINDSOR, CT 06074

### Facility SIC (Standard Industrial Classification) Codes

System	Identifier	SIC Code	SIC Desc
No data records returned			

### Facility NAICS (North American Industry Classification System) Codes

System	Identifier	NAICS Code	NAICS Description
RMP	100000221681	311823	Dry Pasta Manufacturing
RMP	100000221681	31199	All Other Food Manufacturing
RCR	CTR000514901	311824	Dry Pasta, Dough, and Flour Mixes Manufacturing from Purchased Flour

### Facility Tribe Information

Reservation Name	Tribe Name	EPA Tribal ID	Distance to Tribe (miles)
No data records returned			

## Enforcement and Compliance

**Compliance Monitoring History (5 years)**

Statute	Source ID	System	Inspection Type	Lead Agency	Date	Finding
CAA / §112(R)(1)	3400282327	ICIS	Evaluation	EPA	08/28/2014	
EPCRA / §304	3400282319	ICIS	Evaluation	EPA	08/28/2014	

Entries in italics are not considered inspections in official counts.

**Compliance Summary Data**

Statute	Source ID	Current SNC (Significant Noncompliance)/HPV (High Priority Violation)	Current As Of	Qtrs with NC (Noncompliance) (of 12)	Data Last Refreshed
RCRA	CTR000514901	No	09/01/2018	0	08/31/2018

**Three-Year Compliance History by Quarter**

Statute	Program/Pollutant/Violation Type	QTR 1	QTR 2	QTR 3	QTR 4	QTR 5	QTR 6	QTR 7	QTR 8	QTR 9	QTR 10	QTR 11	QTR 12+
RCRA (Source ID: CTR000514901)		10/01-12/31/15	01/01-03/31/16	04/01-06/30/16	07/01-09/30/16	10/01-12/31/16	01/01-03/31/17	04/01-06/30/17	07/01-09/30/17	10/01-12/31/17	01/01-03/31/18	04/01-06/30/18	07/01-09/30/18
RCRA	Facility-Level Status												

**Informal Enforcement Actions (5 Years)**

Statute	System	Source ID	Type of Action	Lead Agency	Date
No data records returned					

**Formal Enforcement Actions (5 Years)**

Statute	System	Law/Section	Source ID	Action Type	Case No.	Lead Agency	Case Name	Issued/Filed Date	Settlements/Actions	Settlement/Action Date	Federal Penalty	State/Local Penalty	SEP Cost	Comp Action Cost
CAA	ICIS	112(R)[7]		Administrative - Formal	01-2016-1015	EPA	CARLAS PASTA INC	09/28/2016	1	01/05/2017	\$78,184	\$0	\$0	\$8,200

**Environmental Conditions****Water Quality**

Permit ID	Combined Sewer System?	Number of CSO (Combined Sewer Overflow) Outfalls	12-Digit WBD (Watershed Boundary Dataset) HUC (RAD (Reach Address Database))	WBD (Watershed Boundary Dataset) Subwatershed Name (RAD (Reach Address Database))	State Waterbody Name (ICIS (Integrated Compliance Information System))	Impaired Waters	Impaired Class	Causes of Impairment(s) by Group(s)	Watershed with ESA (Endangered Species Act)-listed Aquatic Species?
No data records returned									

**Waterbody Designated Uses**

Reach Code	Waterbody Name	Exceptional Use	Recreational Use	Aquatic Life Use	Shellfish Use	Beach Closure Within Last Year	Beach Closure Within Last Two Years
No data records returned							



**Air Quality**

Nonattainment Area?	Pollutant(s)	Applicable Nonattainment Standard(s)
Yes	Ozone	8-Hour Ozone (2008)
No	Lead	
No	Particulate Matter	
No	Sulfur Dioxide	

**Pollutants****Toxics Release Inventory History of Reported Chemicals Released in Pounds per Year at Site**

TRI Facility ID Year Total Air Emissions Surface Water Discharges Off-Site Transfers to POTWs (Publicly Owned Treatment Works) Underground Injections Releases to Land Total On-site Releases Total Off-site Releases

No data records returned

**Toxics Release Inventory Total Releases and Transfers in Pounds by Chemical and Year**

Chemical Name

No data records returned

**Demographic Profile****Demographic Profile of Surrounding Area (3 Miles)**

This section provides demographic information regarding the community surrounding the facility. ECHO compliance data alone are not sufficient to determine whether violations at a particular facility had negative impacts on public health or the environment. Statistics are based upon the 2010 US Census and American Community Survey data, and are accurate to the extent that the facility latitude and longitude listed below are correct. The latitude and longitude are obtained from the EPA Locational Reference Table (LRT) when available.

Radius of Area:	3	Land Area:	96%	Households in Area:	9,434
Center Latitude:	41.82804	Water Area:	4%	Housing Units in Area:	9,786
Center Longitude:	-72.59741	Population Density:	860/sq mi	Households on Public Assistance:	53
Total Persons	23,249	Percent Minority:	31%	Persons Below Poverty Level:	2,792
Race Breakdown	Persons (%)	Age Breakdown	Persons (%)		

Race Breakdown	Persons (%)	Age Breakdown	Persons (%)
White:	16,906 (73%)	Child 5 years and younger:	1,098 (5%)
African-American:	3,230 (14%)	Minors 17 years and younger:	5,067 (22%)
Hispanic-Origin:	1,870 (8%)	Adults 18 years and older:	18,182 (78%)
Asian/Pacific Islander:	1,831 (8%)	Seniors 65 years and older:	3,632 (16%)
American Indian:	48 (0%)		
Other/Multiracial:	1,235 (5%)		

Education Level (Persons 25 & older)	Persons (%)	Income Breakdown	Households (%)
Less than 9th Grade:	438 (2.82%)	Less than \$15,000:	451 (5.13%)
9th through 12th Grade:	946 (6.09%)	\$15,000 - \$25,000:	539 (6.14%)
High School Diploma:	4,136 (26.65%)	\$25,000 - \$50,000:	1,741 (19.82%)
Some College/2-yr:	4,089 (26.34%)	\$50,000 - \$75,000:	1,730 (19.69%)
B.S./B.A. or More:	5,912 (38.09%)	Greater than \$75,000:	4,324 (49.22%)



Related Topics: Envirofacts

FRS

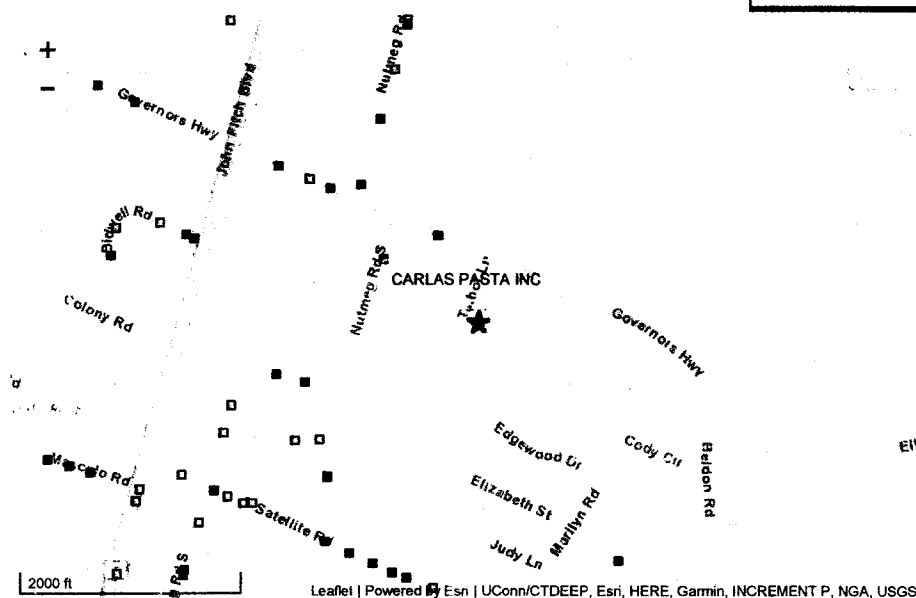
## FRS Facility Detail Report

### CARLAS PASTA INC

EPA Registry Id: 110044338044  
50 TALBOT LN  
SOUTH WINDSOR, CT 06074-5401

### Facility Registry Service Links:

- Facility Registry Service (FRS) Overview
- FRS Facility Query
- FRS Organization Query
- EZ Query
- FRS Physical Data Model
- FRS Geospatial Model



### Legend

- ★ Selected Facility
- EPA Facility of Interest
- State/Tribe Facility of Interest

The facility locations displayed come from the FRS Spatial Coordinates tables. They are the best representative locations for the displayed facilities based on the accuracy of the collection method and quality assurance checks performed against each location. The North American Datum of 1983 is used to display all coordinates.

### Environmental Interests

Information System	System Facility Name	Information System Id/Report Link	Environmental Interest Type	Data Source	Last Updated Date	Supplemental Environmental Interests:
INTEGRATED COMPLIANCE INFORMATION SYSTEM	CARLA'S PASTA	3400099090	FORMAL ENFORCEMENT ACTION	ICIS	09/28/2016	ICIS-01-2016-1015 FORMAL ENFORCEMENT ACTION
RISK MANAGEMENT PLAN	CARLA'S PASTA, INC.	10000221681	RMP REPORTER	RMP	04/06/2015	SIMS-GFP000030 NPDES PRETREATMENT PROGRAM SIMS-1803 X-RAY EQUIPMENT SIMS-GCW000178 NPDES PRETREATMENT PROGRAM SIMS-GSE000116 NPDES NO EXPOSURE CERTIFICATION
CT - SITE INFORMATION MANAGEMENT SYSTEM	CARLA'S PASTA	1534135	STATE MASTER	SIMS		
INTEGRATED COMPLIANCE INFORMATION SYSTEM	CARLA'S PASTA	3400099088	ENFORCEMENT/COMPLIANCE ACTIVITY	ICIS	09/02/2014	
RESOURCE CONSERVATION AND RECOVERY ACT INFORMATION SYSTEM	CARLAS PASTA INC	CTR000514901	SQG (Y)	RCRAINFO	09/16/2015	
INTEGRATED COMPLIANCE INFORMATION SYSTEM	CARLA'S PASTA	3400099090	ENFORCEMENT/COMPLIANCE ACTIVITY	ICIS	09/02/2014	ICIS-01-2016-1015 FORMAL ENFORCEMENT ACTION

Additional EPA Reports: MyEnvironment Enforcement and Compliance Site Demographics Facility Coordinates Viewer Environmental Justice Map Viewer Watershed Report

## Standard Industrial Classification Codes (SIC)

No SIC Codes returned.

## Facility Codes and Flags

EPA Region: 01  
 Duns Number:  
 Congressional District Number: 01  
 Legislative District Number:  
 HUC Code/Watershed: 01080205 / LOWER CONNECTICUT  
 US Mexico Border Indicator:  
 Federal Facility: NO  
 Tribal Land: NO

## National Industry Classification System Codes (NAICS)

Data Source	NAICS Code	Description	Primary
RCRAINFO	311824		
RMP	31199	ALL OTHER FOOD MANUFACTURING	
RMP	311823	DRY PASTA MANUFACTURING	

## Alternative Names

No Alternative Names returned

## Facility Mailing Addresses

Affiliation Type	Delivery Point	City Name	State	Postal Code	Information System
FACILITY MAILING ADDRESS	50 TALBOT LN	SOUTH WINDSOR CT	06074-5401	RCRAINFO	
FACILITY MAILING ADDRESS	50 TALBOT LN	SOUTH WINDSOR CT	06074	RCRAINFO	

## Organizations

Affiliation Type	Name	DUNS Number	Information System	Mailing Address
OWNER	CARLA'S PASTA, INC.		SIMS	
OWNER/OPERATOR MAILING ADDRESS	LARRY ALEKSANDRICH		RMP	
OWNER/OPERATOR	LARRY ALEKSANDRICH		RMP	
OPERATOR	SERGIO SQUATRITO		RCRAINFO	
OWNER	CARLA SQUATRITO		RCRAINFO	

## Contacts

Affiliation Type	Full Name	Office Phone	Information System	Mailing Address
REGULATORY CONTACT	PHILIP J NEPTIN	860-436-4042 131	RCRAINFO	

Query executed on: SEP-04-2018

Last updated on September 24, 2015