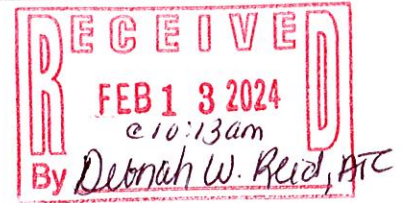


WATER POLLUTION CONTROL AUTHORITY
TOWN OF SOUTH WINDSOR



REGULAR MEETING
SOUTH WINDSOR TOWN HALL
MADDEN ROOM

MINUTES
FEBRUARY 6, 2024, 7:00PM
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A. Roll Call

Members Present: Michael Lyon, David Basile, Stephen Wagner, James Murray, Doug Nation
Members Absent: Joseph Botti, Steven Cordeiro
Alternates Present: Joseph Kennedy Jr.
Alternates Absent: None
Staff Present: Jeff LeMay, Plant Supervisor
Megan Siegel, Recording Secretary
Others Present: Toby Lewis, Town Council Liaison
John Jacques, Jacques Construction

B. Acceptance of Minutes of Previous Meetings

1. January 2, 2024, Special Meeting

Motion to accept the minutes of January 2, 2024, Meeting minutes.

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

2. January 16, 2024, Special Meeting

Motion to accept the minutes of January 16, 2024, Meeting minutes.

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

C. New Business

1. Project Close Out – Clark Street Pump Station Bypass Valve (Decision)

Attached to the Agenda was a memo provided by Mr. Tony Manfre, the Superintendent of Pollution Control (see Exhibit A). It stated the recommendation to close out the project and transfer the remaining balance to the WPCA's last remaining open ARPA Project, UV Disinfection Upgrade.

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Motion to close out the Clark Street Pump Station Bypass Valve project and reallocate the remaining ARPA funds to the UV Disinfection Rehabilitation project.

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

Mr. Wagner asked if the Bypass Valve project changed the capacity of the Clark Street Pump Station. Mr. Jeff LeMay responded it does not change capacity and explained that prior to this project, there was no way to isolate the pumps inside the pump station. Now, they can shut off flow and fix issues or complete other work on the pump station.

2. Budget (Discussion)

Mr. Jeff LeMay presented the attached Draft Budget for the 2024/2025 Fiscal Year (see Exhibit B).

He explained that the benefits budget provided by the finance department was about \$70,000 less than expected due to some employees retiring and new employees being hired. He stated that their utilities budget increased due to the rate of electivity increasing from 7.6 cents per kWH to 9.9 cents per kWH.

Mr. Stephen Wagner asked if the Odor Control project was spent on last fiscal year's budget. Mr. LeMay answered the carbon systems for sludge storage and gravity thickener were purchased and installed last fiscal year. The money allocated for this fiscal year was allotted for the design process.

Mr. Joseph Kennedy asked if the WPCA would receive grant money this year. Mr. LeMay stated this will be discussed in agenda item D1.

D. Communications and Reports

1. Superintendent Report

Mr. Jeff LeMay presented the Superintendent Report provided by Mr. Tony Manfre (see Exhibit C). This report included updates on the Treatment Plant, collection systems, capital improvement project updates, and collection of sewer fees.

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Chairman Lyon asked if there was collateral damage from the outages. Mr. LeMay answered the alarm for pump station generator power goes on, but by the time the operators get out there, the pump station resumes normal power.

Mr. Stephen Wagner asked for an update on the Odor Control Improvement project and Mr. LeMay explained that other treatment plants have satellite systems for their different areas rather than having one system in the middle of everything. With the satellite system, if maintenance is being done or a problem occurs, it is only one area instead of the entire plant. He stated they are discussing the possibility to add mini carbon systems by their head works, wet well, and primary areas. He explained there is discussion of covering the sludge tanks and capturing the air and move it through the carbon. Lastly, they are discussing adding potential carbon units where the existing biofilter is.

E. Public Participation (Items not on the agenda)

None.

F. Bills, Change Orders, Disbursements

1. Collector of Revenue Refund Batch #34 (Decision)

Attached is a copy of a memo provided by the Collector of Revenue's office to request the Water Pollution Control Authority to consider and approve Refund Batch #34, totaling in \$1,182.30 (see Exhibit D).

Motion to approve Refund Batch #34; 4 refunds totaling \$1,182.30 as requested by the Collector of Revenue's office.

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

2. Collector of Revenue Refund Batch #37 (Decision)

Attached is a copy of a memo provided by the Collector of Revenue's office to request the Water Pollution Control Authority to consider and approve Refund Batch #37, totaling in \$371.85 (see Exhibit E).

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Motion to approve Refund Batch #37; 3 refunds totaling \$371.85 as requested by the Collector of Revenue's office.

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

G. Unfinished Business

1. 534 Deming Street – Approval to Connect

Mr. John Jacques from Jacques Construction presented his request for the residential home on 534 Deming Street to connect to sewer. He requested to connect with the existing lateral that was originally provided to 530 Deming Street prior to subdividing that property.

Motion to approve the connection of the 534 Deming Street under the following conditions:

- a. Technical approval by the Engineering Department;
- b. The sewer line is installed in substantial conformance with the submitted design plans;
- c. Payment of the following charges will be updated and due at the time of connection, the rates for which will be in effect until June 30, 2024:

- i. Benefit Assessment based on a minimum zone frontage of 150';
- ii. Capacity Charge based on a proposed 4 bedroom house totaling 1.25 EDU's;
- iii. Connection Charge of one house lateral.
- iv. A new lateral connection is provided by the applicant to 530 Deming Street within in 120 days of the sewer connection of 534 Deming Street

The motion was made by Chairman Lyon and seconded by Mr. Stephen Wagner.
The motion carried unanimously.

2. Plan of Conservation and Development (POCD) Sewer Service Area Map (Discussion)

The sewer service area map for the POCD was discussed in the Special Planning and Zoning Commission and WPCA meeting on January 16, 2024. Chairman Lyon opened this topic for further discussion.

Mr. Stephen Wagner stated that the POCD is allowing the WPCA to adopt their own sewer map. He explained the POCD will have two more meetings with the Planning and

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Zoning Commission to finalize their plan and develop a map. The WPCA could utilize the presented sewer service map provided by the POCD, or they can design their own map through town staff.

Mr. Doug Nation stated at the January 16, 2024, Special Meeting that there was discussion regarding land values. He explained he is part of the Shepherd family, and their goal is to preserve land owned on Main Street. He stated that they should include the goal of preservation within this plan.

Chairman Lyon stated the sewer service area map is to assist planning and zoning with a sensible development path and change the methodology to match the town's plan.

H. Executive Session

None

I. Adjournment

Motion to adjourn at 7:57.

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

Respectfully Submitted,



Megan Siegel, Recording Secretary

