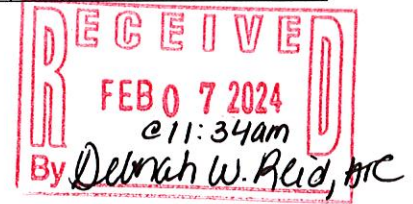


WATER POLLUTION CONTROL AUTHORITY  
TOWN OF SOUTH WINDSOR



REGULAR MEETING  
SOUTH WINDSOR TOWN HALL  
MADDEN ROOM

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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.

2. Budget (Discussion)

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

**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.

**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.

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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).

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.

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)

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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 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.

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