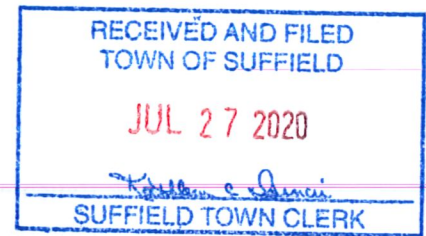


Minutes of the Regular Monthly Meeting of the
Suffield Water Pollution Control Authority & Treatment Facility
Teleconference via Zoom
Call in #: 1-646-876-9923
Meeting ID #: 875 5395 9530
Password: 900363

July 14, 2020



MEMBERS PRESENT:

Chairman
Janet Davis
Commissioners
Frank Bauchiero
Jeff Davis
Roger Ives
Daniel Holmes
John P. Murphy
Chris Rago

ALSO PRESENT:

Jamie Kreller, Superintendent
Julie Nigro, Business Administrator
Andrew Lord, WPCA Attorney
Charlene Dufresne-Achatz

1. CALL TO ORDER: Chairman Janet Davis called the Regular Monthly Meeting for July 14, 2020 to order at 7:00 p.m. with all present (Chris Rago 7:03pm & Roger Ives 7:07pm). Also present, Superintendent Jamie Kreller, Business Administrator Julie Nigro, Andrew Lord, WPCA Attorney, and Charlene Dufresne-Achatz of 1136 Mapleton Avenue.

2. CITIZEN INPUT:

3. APPROVAL OF MINUTES:

- June 9, 2020 Public Meeting Minutes:
 - Jeff Davis motioned to approve the Public Meeting Minutes of June 9, 2020 with the following additions after the Public Meeting Notice:
 - 1) "No public testimony was offered"
 - 2) "The Public hearing remained open until 7:30pm to accommodate any late arrivals"
 - Roger Ives seconded the motion
 - The motion passed unanimously
- June 9, 2020 Regular Meeting Minutes:
 - Roger Ives motioned to approve the Regular Meeting Minutes of June 9, 2020
 - Frank Bauchiero seconded the motion
 - The motion passed unanimously

4. CHANGES TO THE AGENDA:

-Roger Ives motioned to move New Business, item 11b (Discuss Possible Sewer Extension on Mapleton Avenue) to just before item 5 (Chairman's Update) on the agenda.

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- Frank Bauchiero seconded the motion.
- The motion passed unanimously

5. CHAIRMAN'S UPDATE: None

6. TREASURER'S REPORT:

- Roger Ives summarized the Administration (O&M) bills included in the packets, for a total of \$127,629.39 for 2019/2020 & \$13,035.70 for 2020/2021, as well as the June Payroll in the amount of \$64,863.80.
- Jeff Davis moved to disperse accounts payable and payroll, as reported by the Treasurer.
- John Murphy seconded the motion.
- The motion passed unanimously

7. COMMITTEE REPORTS: None

8. STAFF REPORTS:

a. Superintendent's Report- Jamie reported on the following:

Plant operations running very well

- We received \$10,000 for 2011 F350 truck and \$3100 for our EZ Mark mower at auction
- Jamie pointed out an adjustment under "After Hour Call-Ins" on the Superintendent report. It should say PS#7 not PS#8.
- DOT has agreed to reimburse all expenses when resetting manholes, with the exception of the manhole cover and frame which we pay for anyway.
- Bypass report was filed with DEEP due to contractors hitting the lateral at 490 Hickory Street.
- 14 manholes reset due to public complaints and Highway complaints.
- PS#11 (Mapleton Ave) – the inlet pvc sewer line to the wet well was sealed where we were having a lot of inflow of water. Pumps used to pump 150-200 minutes per day and up to 400 when it rains. Currently pumps no more than 80 minutes per day. Cost of \$3000, but will save over time.

b. Business Administrator's Report- Julie reported on the May financials.

- The variance report shows accrued expenses – which include the front-loaded expenses; May's report shows we are 24% unexpended versus an expected 22% [*sic*] (should be 8%) - indicating we're well within our budget.
- Delinquent list – shows we collected a negative amount of money because the additional monthly interest surpassed the delinquent amount collected for the month. We have not been aggressively collecting during the COVID-19 outbreak. The Commission requested to resume more aggressive collections.

9. CORRESPONDENCE: None. To be taken off the Agenda and included where appropriate.

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10. OLD BUSINESS:

a. Status of Lien on Hickory Street –

- Andrew indicated he has received a new draft agreement which includes a payment plan beginning next year of \$4000/year, with the WPCA being secondary or tertiary to the Bank's interest.
- Roger Ives brought up the fact that there is perhaps a moratorium on Affordable Housing projects in Suffield for a couple of years.
- Janet and Andrew will discuss possibilities and bring to a future WPCA meeting.

11. NEW BUSINESS:

a. Set Public Meeting in August for New Sewer Benefit Assessments –The Commission agreed to set the meeting the same date as the Regular monthly meeting on August 11th.

b. Discuss Possible Sewer Extension on Mapleton Avenue

- Jamie Kreller referenced the March 10, 2020 meeting, where the WPCA agreed to have a Feasibility Memorandum performed by Woodard & Curran for possible sewer extension on Mapleton. Seven homes may be connected, via gravity, for a total cost of \$224,700 plus a \$20,000 formal design fee.
- It's possible four of these homes may be beyond 250 feet from the road, and would therefore, not be required to connect to the public sewer, according to our regulations (unless their septic were failing).
- Charlene Dufresne (1136 Mapleton) believes this project was approved in 1979 and wants to know why it hasn't happened yet as she has seen plans signed off by Town engineers?
- Jamie indicated there were engineering stamped plans from 1979 and 1992, however, there was never an agreement to go forward with these plans to extend the sewer. Further, he stated the signed off plans are from engineers from Metcalf and Eddie (not Town employees) who designed the plans for the WPCA.
- Jeff Davis (professional engineer) reiterated, that whenever a professional engineer does a design, they have to put their professional engineering stamp on the plans.
- Janet Davis confirmed that these are plans, but were never approved to go forward.
- Jeff Davis stated that the WPCA has completed a study, partially funded by the State of CT, and we are committed to doing some of these projects with a total price tag of \$14 million. He concluded with our Sewer use fees only went up \$10 per year (residential).
- Roger Ives asked if any other home owners were expressing interest in hooking up? Jamie replied that only one other had inquired about 6 months ago, and they have now already made their repairs to their septic. Charlene indicated there are others interested and have been waiting
- Charlene mentioned Shane's emails going back to 2017 where he indicated waiting 2-5 years. Janet Davis stated that we don't have the funds for this and can't comment what happened in the past. She stated this was never brought to their attention, and she's been on the

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commission since 2015. Janet continued that this kind of decision is not up to a Superintendent, and per state statutes, must be approved by the Commission.

- Dan Holmes inquired that if this moves forward, would this be via a betterment. Jamie answered that yes, and it comes out to about \$34k per home (due at the end of the project). Jamie continued, that the WPCA would still have to put the money up-front for the project. Janet Davis added that it would depend on if everyone has to connect.
- Dan Holmes continued, if 7 residents all want to move forward and agree to pay \$34k within one year, is there any downfall? Jamie Kreller indicated, there is not.
- Jeff Davis asked Julie Nigro if 7 owners agree to pay, do we have the money to pay for the design and construction? Julie Nigro indicated that Jamie would have to determine if there are any projects we can push out. Janet Davis stated that we would have to have another public meeting to go back with a new revised budget for approval.
- Julie Nigro stated that we have a Contingency line item we could use to pay for the \$20k design if the Commission agreed. Jeff Davis asked Julie if there were enough in the budget to cover construction? Julie stated that we only have \$84k in the Contingency, and that's for emergencies within the operating budget.

-Jeff Davis motioned to not move forward with this project this year

-Frank Bauchiero seconded the motion

-The motion passed unanimously

Janet explained to Charlene Dufresne that we do not have the funds this year but will take a look next year.

c. Discussion the Adoption of the Sewer Use Billing Policy 2020-2021

-Roger Ives motioned to adopt the Sewer Use Billing Policy for 2020/2021 per the Public meeting on June 9, 2020.

-Frank Bauchiero seconded the motion.

-The motion passed unanimously.

d. Discussion of the Four Proposed Studies for the Fiscal 2020-2021

- Jamie discussed the four studies with the following budgeted amounts:
 - Lake Congamond \$100k
 - Kent Farms \$100k
 - Stony Brook Interceptor \$225k
 - Cassotta Lane \$150k
- The Commission agreed to use the on-call engineers for the Kent Farms, Stony Brook Interceptor, and Cassotta Lane projects, as Woodard & Curran has already performed some of the work on those projects. The WPCA sub-committee for Lake Congamond will come up with a suggestion on this. Furthermore, the Cassotta Lane project will begin immediately according to the Woodard & Curran work order.

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- Jeff Davis motioned to accept the above
- Chris Rago seconded the motion
- The motion passed unanimously

e. Acceptance of Planning Application for 443 Hickory Street

- Jeff Davis motioned to accept the Planning Application for 443 Hickory Street (3 apartments; > 2 EDU's).
- Roger Ives seconded the motion.
- The motion passed unanimously.

12. EXECUTIVE SESSION – Discussion of Arbitration Update / Administrative Staff Reviews:

- Chris Rago motioned to enter into Executive Session at 8:37pm with the Commission in attendance and Julie Nigro and Jamie Kreller invited. Andrew Lord left the meeting at this time.
- John Murphy seconded the motion.
- The motion passed unanimously.

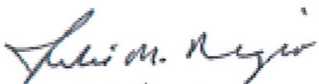
- Frank Bauchiero motioned to enter back into Regular Session at 9:11 pm.
- John Murphy seconded the motion.
- The motion passed unanimously.

- Frank Bauchiero motioned to give the Administrative Staff, Jamie Kreller and Julie Nigro, a 2.6% pay increase for fiscal 2020/2021 – retroactive to July 1, 2020.
- John Murphy seconded the motion.
- The motion passed unanimously.

ADJOURNMENT:

- Jeff Davis motioned to adjourn the Regular Meeting of June 9, 2020 at 9:13 pm.
- Roger Ives seconded the motion.
- The motion passed unanimously.

Respectfully submitted,



Julie Nigro, Business Administrator