

HARWINTON WPCA MEETING

Tuesday, July 14, 2015, Town Hall, 6:00 p.m.

Present: Mark Gelormino, Joe Rinaldi, Gil Roberts, Jim Clavette, Sal Falzone.

Absent: Chris Janco, Rob Rubbo.

1. Open meeting – establish quorum.

Chairman Gelormino opens the meeting at 6:00 pm with members present being seated and a quorum established.

2. Discussion of Resignation of Mark Gelormino.

Letter of resignation is accepted by the board. **Motion** Mr. Rinaldi, second Mr. Falzone that Gil Roberts fill the vacant regular member position, passing unanimously. **Motion** Mr. Rinaldi, second Mr. Falzone that Gil Roberts act as temporary Chairman (through December 2015). Motion passes unanimously.

3. Approve minutes of previous meeting.

Motion Mr. Gelormino, second Mr. Rinaldi to approve the 3/10/15 meeting minutes, **pending** final approval by the third and final member present at that meeting, Mr. Chris Janco. Motion passes unanimously. **Motion** Mr. Roberts, second Mr. Falzone to approve the 5/12/15 meeting minutes as submitted. The motion passes unanimously. **Motion** Mr. Falzone, second Mr. Rinaldi to approve the 6/10/15 meeting minutes as submitted. Motion passes unanimously.

4. Bills.

Motion Mr. Roberts, second Mr. Rinaldi to approve payment of the following bills, passing unanimously.

Eversource – June \$15.55.

EST – \$685 June – monthly maintenance, calibration and reporting.

Town of Harwinton General Fund – \$38.16 for envelopes and labor to process sewer user bills.

Quality Data – \$119.98 for printing of sewer user bills.

Mark Gelormino – \$48.93 reimbursement to fix bee problem at Ross Drive meter box, Sunset Ridge.

5. New Business.

Yearly calibration 7/10/15 - Mr. Roberts was present with Ray Drew (Torrington WPCA), noting that it would take about 15 homes in the Sunset Ridge development for adequate flow to measure the flow.

Flow reports – EST looks at flow data weekly, remotely, in addition to monthly visits to Clearview and Scoville meters. WPCA needs to look at flows at least monthly. **Motion** Mr. Rinaldi, second Mr. Roberts to allow City of Torrington to access flow values through the EST website for purposes of data retrieval. Motion passes unanimously. Mr. Roberts will contact EST to request second disc be sent directly to Torrington each month. It is noted that the meters and the website should have different passwords.

Operations Plan/Successions Plan – Discussion regarding the need for written document for new members, new clerk, regarding operations of WPCA, to allow for smooth transitions when an individual is absent for a time or resigns completely.

6. Correspondence. Correspondence was reviewed and distributed.

7. Adjourn. **Motion** Mr. Roberts, second Mr. Rinaldi at 6:47 p.m. to adjourn, passing unanimously.

Respectfully submitted,

Christine Neal, Interim WPCA Clerk

RECEIVED FOR RECORD AT HARWINTON CT
ON 07/21/15 AT 8:38 AM
ATTEST NANCY E. ELDRIDGE TOWN CLERK