

HARWINTON WPCA REGULAR MEETING
Tuesday, February 14, 2023 6:30 pm

A meeting of the WPCA Board was held on Tuesday, February 14th, 2023

Members present: Laurie Mosley - Chair, Glenn McGrane, Gene Daily, Nick Canny – excused absence

Attendees: Michael Criss – First Selectman

Call to Order

Ms. Mosley called the meeting to order at 6:58 p.m.

Public Participation – None at this time

Approval of Minutes from Previous Meeting

The minutes from the last meeting were reviewed. **Mr. McGrane made a motion to approve the minutes as written from the previous meeting held on January 10th, 2023. Mr. Daily seconded. All in favor; Motion carries.**

Monthly Financial Report

The Monthly Reports from November, December and January were reviewed. Discussion ensued.

Old Business:

- **STIF Account** – Mr. McGrane presented and reviewed the STIF monthly statement. The STIF account is currently earning 4.4% Discussion ensued.
- **Flow Reports** – Flow Reports were presented from the Executive Assistant for January 2023. Discussion ensued.
- **Annual User Fee** – The Board discussed if there is a need to increase the annual User Fee. Mr. McGrane will present an analysis for the upcoming meeting. Discussion ensued.
- **Calibration for January** – The Executive Assistant scheduled a calibration for January with Neponset. The Executive Assistant will reach out to NCI for the invoice. The Calibration showed no major issues.

New Business:

- **Proposed Budget 2023/2024** – Mr. McGrane submitted a revised proposed budget. The budget will be revised when Mr. McGrane calculates the Annual User Fee. The budget will be ready to submit to the Finance Department by May to ensure that they have the control numbers.
- **I & I – Wright Pierce** – The Board members reviewed the proposal submitted by Wright Pierce. Discussion ensued. Wright Pierce will be invited to come to the next regularly scheduled meeting to answer questions.

Correspondence – The Executive Assistant shared the monthly bills.

Call for Adjournment – **Mr. McGrane made a motion to adjourn the meeting at 8:11 pm. Mr. McGrane seconded. All in favor. Motion carries.**



Minutes submitted by WPCA Executive Assistant: Jen Bucci