

**HARWINTON WPCA REGULAR MEETING**  
**Tuesday, March 12<sup>th</sup>, 2024 6:30 p.m.**

A meeting of the WPCA Board was held on Tuesday, March 12<sup>th</sup>, 2024

**Members present:** Laurie Mosley - Chair, Lorrie Little, Gene Daily, Glenn McGrane - Absent

**Call to Order**

Ms. Mosley called the meeting to order at 6:39 p.m.

**Public Participation** – None at this time.

**Approval of Minutes from Previous Meeting**

The minutes from the last meeting were reviewed. **Mr. Daily made a motion to approve the minutes as written from the previous meeting held on February 20<sup>th</sup>, 2024. Ms. Mosley seconded. All in favor; Motion carries.**

**Monthly Financial Report**

The Monthly Report for February was not presented as Glenn McGrane was absent.

**Old Business:**

- **Flow Reports** – Flow Reports were presented by the Executive Assistant for February, 2024. Discussion ensued about the Clearview transponder still not being replaced. The Public Works Director is in contact with Glenn from NCI to get the transponder replaced. Until it is replaced Torrington advised they are going to calculate the flow for Clearview using the Daily Average Flow.
- **I & I – Wright Pierce** – The Executive Assistant (EA) shared the update with the Board. Ms. Mosley, the EA, and the Public Works Director met Wright Pierce to discuss action steps to go over the contract, legal ad, and RFP. Lisa Muscanell from Wright Pierce sent out a plan of action to expedite the start of the project; the Executive Assistant will stay in close contact with Wright Pierce and the state for the next step which is to advertise for the RFP.
- **Bumper Brook Flow Meter** – Ms. Mosley spoke with Ed Tousy, the WPCA Director about the possible need for a flow meter or if the usage can be determined by the water company water & usage readings. Mr. Tousy advised that water readings are not necessary and neither is a flow meter; the Average Daily Flow will be used to calculate the monthly flows for the Bumper Brook Estates.

**New Business:** None at this time.

**Correspondence** –

- The Executive Assistant shared the monthly bills.
- The Executive Assistant will request Mr. McGrane to present the 2024/2025 WPCA Budget at the April meeting so that it can be voted on at the May meeting.

**Call for Adjournment** – **Ms. Mosley made a motion to adjourn the meeting at 7:05 p.m. Mr. McGrane seconded. All in favor. Motion carries.**

*Minutes submitted by WPCA Executive Assistant: Jen Bucci*