

HARWINTON WPCA SPECIAL MEETING

Tuesday, October 13, 2015

Town Hall, 7:00 p.m.

Present: Gil Roberts, Sal Falzone, Jim Clavette, Rob Rubbo, Chris Janco, Glenn McCrane

Absent: Joe Rinaldi

1. Open Meeting-establish quorum

Chairman Gil Roberts opens the meeting at 7:02 pm with members Gil Roberts, Sal Falzone, Jim Clavette, Rob Rubbo, Chris Janco and Glenn McGrane being seated and a quorum established. WPCA Clerk Christine Neal is present along with Janelle Nadeau, her replacement. Proceedings are audio recorded.

2. Approve minutes of previous meeting-9/14/2015

Motion Mr. Falzone, second by Jim Clavette to approve minutes from 9/14/15 as submitted, passing unanimously.

3. Bills

Motion Mr. Clavette, second by Mr. Janco to approve payment of the following bills, passing unanimously.

EST- July \$635, August \$635

- a. We have rec'd the discs for July & August
- b. Reinstalled original meters @ the end of August.

Eversource- \$13.91 for September.

4. Finances

Members review/discuss the following:

- a. User fees being collected, report from WPCA/Tax Collector Beth Hamel
- b. Town portion of funding of WPCA - WPCA Clerk's salary, report from finance office
- c. Balance sheet showing savings, checking and 2 cd's-maturing in March 2016 and June 2016
- d. Proposed 2015-2016 budget and expenditures to date
- e. Torrington WPCA budget & expenditures to date (back-up to Torrington bill paid)
Chairman Roberts to meet with Ray Drew to review which items Harwinton is responsible for.
- f. Finance Office has agreed to provide quarterly reports.

5. Bonding Update

Members review latest information regarding timing and bonding for upgrades planned for the Torrington Water Pollution Control Facility (Torrington WPCF).

- a. 2018 final bids are expected.
- b. 2020 project completion due date.
- c. Late 2017 or early 2018 there will be some idea of the status of bonding.

- d. Regarding option to pay entire principle balance of bond, the savings is calculated to be approx. \$94,000 in interest. Ray Drew has commented that he sees no problem with Harwinton WPCA paying entire principle balance of the bonding in one initial payment.

6. User Fee

Members discuss that increasing the user fee will be necessary to pay for Harwinton's portion of bonding for plant upgrades required at Torrington WPCF per CT Dept of Energy & Environmental Protection. Members agree that an informational letter shall be provided to users regarding the user fee change. It is noted that the Harwinton sewer system was built in the 1980's and to replace/repair any portion of the main line would cost about \$150 per foot.

Motion Mr. Clavette, second Mr. Falzone to set a public hearing for January 12, 2016, 7:00 pm, at Town Hall, proposing a user fee increase from \$200 to \$250. The motion passes unanimously.

7. Annual Report

Report to include:

- a. Plant upgrades mandated by the DEEP to be completed by 2020
- b. Meter replacements
- c. # new users added
- d. EST providing meter maintenance

Motion Mr. Janco, second by Mr. Clavette that Chairman Roberts review and approve final draft of the annual report to the Board of Finance on behalf of WPCA. The motion passes unanimously.

8. Correspondence

Reviewed and distributed.

9. Adjourn

Motion by Mr. Falzone, second Mr. Clavette at 8:01 p.m to adjourn. The motion passes unanimously.

Respectfully submitted,

Janelle R. Nadeau
WPCA Clerk

RECEIVED FOR RECORD AT HARWINTON CT
ON 10/22/15 AT 8:30 AM
ATTEST NANCY E. ELDRIDGE TOWN CLERK