

**MINUTES
SPECIAL MEETING
BOLTON LAKES REGIONAL WATER POLLUTION CONTROL AUTHORITY**

JULY 11, 2012

6:00 P.M.

VERNON TOWN HALL, 3RD FLOOR

Attendees: Chairman Robert Morra, Vice Chairman George Apel and Secretary/Treasurer Richard Hayes Jr., Members: Mike Morris and Daniel Wright. Also present was Marshall Gaston of Fuss & O'Neill, Inc. and David Ignatowicz Vernon WPCA Director.

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1. Call to Order.

Chairman Morra called the meeting to order at 6:00 pm.

2. Public Comment.

None

3. Pending Business:

A. Discussion on Public Hearing Comments.

It was noted that many of the comments were not sewer related but directed more at lake issues (weeds).

There was one commercial property issue. A water meter was installed and usage will be monitored for that property.

There was a concern of how permit fees were derived. WPCA to address this.

WPCA will work to convey information to residents better. Mr. Morra would like to supplement notices and mailings with door-to-door handouts for future hearings.

B. Consider and Act on Phase 2 Assessments.

The list of proposed assessments handed out at the June 27, 2012 meeting were reviewed and discussed. Property located at 25 Howard Road was removed from the list. Richard Hayes moved to approve the list of assessments for Phase 2 as revised, George Apel seconded. The motion carried unanimously.

C. Status Report on Sewer Project:

Marshall Gaston gave a Project Status Report (June 27, 2012 summary attached and made part of these minutes)

1. Financial Report
2. Phase 1 Construction
3. Phase 2 Construction
4. Phase 3 Construction
5. Phase 4 Construction
6. Phase 5 Construction

D. Consider and Act on EDU Allotments for Sewer Service Area.

The EDU assignment list dated June 21, 2012 and prepared by Fuss & O'Neill, Inc. was reviewed. A new document will be produced eliminating the word "Draft". After discussion, Richard Hayes moved to adopt the EDU Assignment list as corrected. George Apel seconded. The motion carried unanimously.

E. Consider and Act on Contracting Billing Services.

A summary of costs associated with billing services to be provided by Vernon dated 6/27/12 was reviewed and discussed. This is a 4 year plan with incremental cost increases based on completion of Phases 1-5. Richard Hayes moved to approve the proposal as submitted. Dan Wright seconded. The motion carried unanimously.

F. Consider and Act on Proposed Schedule of Rates, Charges and Fees.

Richard Hayes moved to table this agenda item. Mike Morris seconded. Discussion followed with Marshall Gaston clarifying the sewer connection and extension fees, particularly with regard to record drawing deposits. After discussion, Chairman Morra called for a vote for the motion on the floor. The motion failed with 0 in favor and 5 opposed.

Richard Hayes moved to approve the Schedule of Rates, Charges and Fees as submitted. Mike Morris seconded the motion. The Chairman called for a vote and the motion carried unanimously.

G. Consider and Act on Schedule of Rates, Charges and Fees Public Hearing.

Richard Hayes moved to schedule a Public Hearing for the purpose of hearing comments regarding the establishment a schedule of rates, charges and fees for the Bolton Lakes Sewer District to be held at 7:00 PM at the Vernon Town Hall Council Chambers, 14 Park Place, Memorial Building, Third Floor, Vernon, CT on Wednesday July 25, 2012. Mike Morris seconded the motion. The motion carried unanimously.

H. Consider and Act on Sewer Connection and Extension Policy and Procedure.

George Apel moved to table this agenda item until the July 25, 2012 BLRWPCA meeting. Mike Morris seconded. The motion carried unanimously.

I. Consider and Act on Special Meeting.

The regular monthly meeting of the BLRWPCA will be held July 25, 2012 as scheduled, immediately following the Public Hearing.

J. Consider and Act on Design and Construction Standards for Sanitary Sewers.

No action taken on this item.

K. Review Application Process.

This information is in the Sewer Connection Document and will be made available on the BLRWPCA website. There was no action required on this matter.

5. Report of the Chair:

Mr. Morra spoke to a request by Sunset Apartments to be considered as a commercial property. There are 23 units and the benefit assessment would be \$230,000. After discussion, it was the consensus of the Authority that the current assessment policy should not be changed.

6. Adjournment.

The meeting was adjourned at 7:25 PM upon a motion made by Mike Morris and seconded by George Apel.

Respectfully Submitted,


David R. Ignatowicz
Director, Vernon WPCD

Please see the minutes of subsequent meetings for the approval of these minutes or any changes hereto.



**Bolton Lakes Sewer Project
Progress Meeting
June 27, 2012**

1. Funding Update

- a. **CWF**
 - i. CWF 37 Reimbursement was submitted for processing.
- b. **Rural Development**
 - i. RD 37 Budget Summary report was submitted for processing.
- c. **STEAP**
 - i. No action this month.

2. Project Progress - Phase 1

- a. F&J has a casting to repair as a warrantee item.

3. Project Progress - Phase 2

- a. The Contractor is working on Punch list items, mostly topsoil and seeding restoration.
- b. Fuss and O'Neill recommended the BLRPWCA accept the Phase 2 portion of the project.

4. Project Progress - Phase 3

- a. The contractor has finished installing all but 4 base bid grinder pumps.
- b. Change Order 2 was approved by RD. The work represented by sheets 210, 401 and 405 is in progress.
- c. The mainline pipe installation for Plymouth Lane and Sunningdale is complete. The Garth Road installation is expected to be complete this week.
- d. The electrical service installations are moving forward. The electrical subcontractor is working in the Sunset Lane/High Meadow area.
- e. Work by others:
 - i. Site approval the Bioxide Facility was obtained on June 25, 2012.
 - ii. Grinder Pump easement procurement is on-going. 4 agreements are outstanding. (15 Plymouth, Sunset Apartments, 20 Tolland Rd)

5. Project Progress - Phase 4

- a. Draft easements were prepared. As previously discussed, property ownership is complicated in this area
- b. Addressing homeowner concerns is an on-going activity
- c. E-1 is currently reviewing the revised hydraulic model
- d. Work by others:
 - i. Easement acquisition
 - ii. Grinder pump easement acquisition

6. Project Progress - Phase 5

- a.
- b. Addressing homeowner concerns is an on-going activity. In general property ownership is very complicated. Conceptually they're in agreement with the proposal.
- c. Work by others: