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**Minutes
Regular Meeting
Bolton Lakes Regional Water Pollution Control Authority**

March 27, 2013

7:00 PM

Bolton Town Hall

Attendees: Chairman Robert Morra, Mike Morris, Noel Gessay, Carmine Pellegrino and Alternate Joyce Stille. Also, Marshall Gaston, PE of Fuss & O'Neill, Inc. and David Ignatowicz Vernon WPCA Director. (Richard Hayes Jr. entered the meeting at 8:10 PM)

Call to Order

Chairman Morra called the meeting to order at 7:00 PM

Alternate Joyce Stille was made a voting member.

Joyce Stille moved to add the Acceptance of Minutes of the March 14, 2013 Special BLRWPCA meeting to the agenda. The motion was seconded by Carmine Pellegrino. The motion carried unanimously.

Public Comment

There was no-one from the public to speak.

Acceptance of Minutes

A motion was made by Joyce Stille and seconded by Noel Gessay to accept the minutes of the January 23, 2013 meeting of the Bolton Lakes Regional Water Pollution Control Authority as presented.

The motion passed with Joyce Stille abstaining.

A motion was made by Carmine Pellegrino and seconded by Joyce Stille to accept the minutes of the March 14, 2013 special meeting of the Bolton Lakes Regional Water Pollution Control Authority as presented.

The motion passed with Mike Morris abstaining.

Pending Business

A. Status Report on Sewer Project:

Marshall Gaston presented a progress report and answered questions from the WPCA. His summary included the following:

1. **Financial Report**

CWF

CWF 44 Reimbursement was submitted for processing.

Rural Development

RD 2-41 Budget Summary was submitted.

STEAP

S-15 Reimbursement was submitted for processing.

2. **Phase 2 Construction**

Working on final Phase 2 closeout.

Documentation was submitted to EHHD for 12 Lakeside Lane well relocation.

3. **Phase 3 Construction**

Change Order (CO-03) was submitted to RD and DEEP for review.

Work by Others:

The BLRWPCA is continuing to negotiate for the Bioxide agreement.

4. **Phase 4 Construction**

The contract documents were approved by Rural Development.

Preconstruction meeting is scheduled for Friday April 12, 2013 at 9:00am at the Bolton Town Hall. A start-up date of April 20, 2013 is anticipated.

Work by Others:

Easement acquisitions, there are 2 that remain outstanding.

Grinder pump easement acquisitions, there are 47 out of 145 that remain outstanding.

5. **Phase 5 Construction**

Rural Development approval was received in January and DEEP is currently reviewing the 90% design package.

The DEEP easement request is still under consideration.

Work by Others:

Easement acquisitions and grinder pump easement acquisitions are ongoing.

Mr. Gaston presented a map showing the sewer line on Grier Road being relocated through the Camp Newhoca Park Access Road and through the Newhoca property to Anchorage Road. He said that changing the location of the pipe will balance the hydraulic profile of the sewer system and would eliminate the need for a booster pump on the opposite side of the lake on Wildwood Road. He said that discussions were held with Mr. Bruce Dinnie, Vernon Parks and Recreation Director who was agreeable with the proposed change but was concerned about securing the construction site when people are using the facility and wanted to see the work scheduled before or after summer camp season. Discussion followed.

Joyce Stille moved to approve the relocation of the sewer line as proposed contingent upon getting the necessary approvals from the Town of Vernon. The motion was seconded by Carmine Pellegrino. Chairman Morra called for a vote on the motion which carried unanimously.

Mr. Gaston spoke to the requirement for having an archeological survey conducted in the areas of Phases 4 and 5 of the sewer project. Failure to do so could jeopardize funding opportunities.

Joyce Stille moved to authorize archeological work as necessary on Phases 4 and 5 of the sewer construction project. Noel Gessay seconded. The motion carried unanimously.

B. Mandatory Tie-Ins

Joyce Stille reported that mandatory connection notices were sent out to Phase 1 property owners on September 17, 2012 and that there is a March 16, 2013 (180 day) compliance date. To date, 3 of the 20 properties have connected. Discussion followed.

Mike Morris moved to send letters to those property owners in Phase 1 who have not yet connected giving them until May 21, 2013 to either connect or to send to the BLRWPCA the necessary form letter detailing the requested extension of the deadline and why an extension is necessary. Failure to do so would result in the WPCA's policy to assess a penalty of \$15.00/day until connection is made as well as any associated legal fees. Joyce Stille seconded the motion. The motion carried unanimously.

Joyce Stille reported that mandatory connection notices were sent out to Phase 2 property owners on November 14, 2012 and that the 180 day compliance date is May 13, 2013. Discussion followed.

Joyce Stille moved, with Mike Morris seconding, to send letters to those property owners in Phase 2 who have not yet connected giving them until May 13, 2013 to either connect or to send to the BLRWPCA the necessary form letter detailing the requested extension of the deadline and why an extension is necessary. Failure to do so would result in the WPCA's policy to assess a penalty of \$15.00/day until connection is made as well as any associated legal fees. Motion unanimously passed.

C. Delinquent Accounts

A discussion was held concerning procedures for addressing delinquent accounts. Joyce Stille noted that there are three accounts that are late. A draft BLRWPCA Assessment Collection Procedure was handed out and reviewed along with a sample Collector of Revenue Demand Notice. It was the consensus of the Authority to notify those delinquent property owners by letter before taking any legal action to collect.

D. Consider and Act on Phase 3 Benefit Assessment Public Hearing

A Proposed Book of Assessments for Phase 3 of the sewer project was distributed and discussed. The Authority reviewed the list of properties to be assessed and made three corrections/clarifications.

Joyce Stille moved to schedule a Public Hearing for April 24, 2013 at 7:00 PM at the Bolton Town Hall, 222 Bolton Center Road, Bolton, CT for the purpose of hearing public comments on the amounts and methods for establishing benefit assessments for the Phase 3 Book of Assessments, as corrected, for the Bolton Lakes Sewer Project as generally shown on a map "Bolton Lakes Proposed Sewer Service Area" prepared by Fuss & O'Neill, Inc., dated 12/07/05. Carmine Pellegrino seconded the motion. The motion carried unanimously.

E. Consider and Act on Revision to Sewer Connection and Extension Policy and Procedure

The Authority discussed the use of water treatment systems for homeowners within the Sewer Service Area and took into consideration existing practices for disposing of backwash from these units. After discussion, it was the consensus of the WPCA that individual residential discharges would not be problematic. Larger systems used by multifamily or commercial users would not be allowed.

Joyce Stille moved to add the word "...commercial water treatment discharges..." to the first line of Paragraph C. Disallowed Connections, Page 5 of the Sewer Connection and Extension Policy and Procedure. Carmine Pellegrino seconded the motion. The motion carried unanimously.

F. Consider and Act on :

1) 14 Hillcrest Road

The Authority reviewed a letter dated March 14, 2013 from Morris Silverstein, Trustee for 14 Hillcrest Road requesting that the sewer assessment on the property be deferred because Mr. Silverstein says the property is not in rentable condition and has had no power since October 2011. It was the position of the WPCA that the property has a structure on it and when the assessment was levied after proper notification and public hearing, there was a 21 day appeal period in which no appeal was made therefore the assessment stands. The letter also suggested that the connection to the main sewer be made "when the property is again made rentable".

Richard Hayes moved that a letter be sent to Mr. Silverstein stating that the assessment stands and that Mr. Silverstein needs to prove the building is not habitable through the Building Department or Health Official and then can formally request a delay for the sewer connection from the BLRWPCA. Carmine Pellegrino seconded the motion. The motion carried unanimously.

2) 299B Boston Turnpike (Subway)

The BLRWPCA has reviewed similar Subway restaurants and feels that verification of water consumption should be accomplished for the store on 299B Boston Turnpike.

Carmine Pellegrino, seconded by Richard Hayes Jr., moved that based on the information received as to similar Subway restaurants, the one (1) EDU currently assigned to 299B Boston Turnpike is an appropriate assessment for the new Subway restaurant. A letter will be sent to the property owner requesting that a water meter be installed at the plaza due to the changes in use for two (2) of the commercial units that have occurred after the benefit assessment. The Chairman called for a vote and the motion carried unanimously.

G. Contracted Services

Chairman Morra and Joyce Stille said the BLRWPCA needs to cover the costs for legal notices, auditing and administrative services. To date, the cost for these services has been borne by the Town of Bolton and has not yet been recovered. As revenue increases, the annual budgets need to fund these services as needed.

Report of the Chair.

Chairman Morra reported that Scott Dolphin is no longer working for the BLRWPCA. Marshall Gaston said that a replacement is being considered.

Mr. Morra also stated that an easement for the placement of Bioxide system, an odor reducing agent, is being reviewed, and that the BLRWPCA is close to finalizing the acquisition.

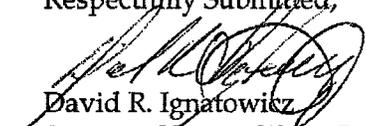
Any Additional Matters/Other Business.

None

Adjournment.

The meeting was adjourned at 8:45 PM upon a motion by Carmine Pellegrino and seconded by Richard Hayes. Motion unanimously passed.

Respectfully Submitted,


David R. Ignatowicz
Director, Vernon Water Pollution Control

Please see the minutes of subsequent meetings for the approval of these minutes and any corrections hereto.