



OFFICE OF THE  
WATER POLLUTION  
CONTROL AUTHORITY

# TOWN OF VERNON WATER POLLUTION CONTROL AUTHORITY

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## MINUTES WATER POLLUTION CONTROL AUTHORITY Regular Meeting February 28, 2013

APPROVED

**Attendees:** Chairman E. Ray Weaver, John Anderson, Elizabeth Landry and Gary Leavitt (arrived at 7:33 p.m.). Also present: David R. Ignatowicz, Director, Water Pollution Control; George Rostkowski, Business Manager; Donna Enman, Director, Rockville Public Library and Robert Hurd, Chairman, Rockville Public Library Building and Grounds Committee

### CALL TO ORDER

The meeting was called to order at 7:32 p.m.

### PUBLIC COMMENT

None.

### MINUTES OF THE WPCA REGULAR MEETING HELD ON JANUARY 24, 2013

Mr. Anderson, seconded by Mrs. Landry moved that the Water Pollution Control Authority accept the minutes of the January 24, 2013 WPCA Regular Meeting as presented. The motion passed unanimously (3-0-0). Gary Leavitt entered the meeting.

### WASTEWATER TREATMENT PLANT BUDGET 41345700

Mr. Ignatowicz explained that an entry level Operator position was added to the budget, without changing the number of established Operator positions from eight to seven. Therefore, the total budget adopted on January 24, 2013 in the amount of \$5,817,063 has been reduced by \$66,128 to a revised budget of \$5,750,935 he said. Mr. Ignatowicz said that this is a decrease of \$12,805 (0.22%) from the current 2012-2013 fiscal year budget. Mr. Anderson, seconded by Mr. Leavitt moved that the Water Pollution Control Authority amends the Fiscal Year 2013-2014 Budget as voted on at the January 24, 2013 WPCA meeting by reducing the proposed budget of \$5,817,063 by \$66,128 to a revised proposed budget of \$5,750,935. The motion passed unanimously (4-0-0).

### ROCKVILLE PUBLIC LIBRARY – REQUEST TO WAIVE SEWER CONNECTION FEE

Mr. Rostkowski provided background on this item. Mr. Ignatowicz said that the Sewer Authority has never waived connection fees for a public building since the regulation was adopted in the mid 1980's. Mr. Hurd provided financial information about the library and the addition. He said that the library has been connected to the sewer since about 1904, and no new sewer connection is planned. He said he is requesting the waiver based on the fact that no additional bathrooms are being constructed and no increase in use of the renovated facilities is expected. He said that an unexpected cost of \$180,000 was incurred to remove PCB found in the existing retaining walls of the library. That cost did not cover the environmental consultant that was hired, he said. Of the library's approximate \$3.5M endowment, there is a municipal contribution of \$310,000 to its operating budget, and funding also comes from grants as well as a return on the endowment, Mr. Hurd explained. Regarding

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the construction, a little over \$2M has been raised through private fundraising, he said, which is above and beyond the \$1M grant that was received as a result of raising the \$2M. He said that they are doing additional fundraising for the library's operating budget as well. Ms. Enman spoke to the services that the library provides, at no cost to its 15,000 patrons, and to fundraising efforts. She also provided details of the interior construction of the library, the cost of the PCB removal, and stated that she would appreciate consideration by the Authority to waive the connection fee. Mr. Hurd said that the Town Council waived the building permit fees of between \$2,000 to \$3,000 for the project. A discussion took place as to whether or not the Authority can waive connection fees. Mr. Leavitt said that in order for him to give this due consideration, he would like to study this and see where he can or cannot give a waiver; he would like to develop some type of policy. Mr. Ignatowicz reminded the Authority that it has a fiduciary responsibility to all other users. Mr. Weaver said that connection fees support the collection system and downstream improvements; he didn't want the Authority to be short funded. Mr. Anderson said that he is inclined to go along with the waiver because the library is a benefit to the town and it is a special circumstance because a non-profit group has not come before the Authority before to request a waiver. The dynamics of the building will not change from the standpoint of the sewer connection or sewer use, Mr. Anderson said. A discussion took place relative to square footage and sewer connection fees; profit and non-profit entities. Mr. Anderson said that if the Town Council was willing to waive the building permit fees then the Authority should consider waiving the sewer connection fee. Mr. Anderson, seconded by Mrs. Landry made a motion to waive the connection and inspection fee of \$5,858.33 for the addition to the library located at 52 Union Street. Mr. Leavitt said that he would prefer to have language in the motion regarding the conditions that the Authority is waiving the connection fee, such as the library's connection to the town and that the Town Council waived the building fees. Mr. Weaver said that the minutes will show that there is a very compelling reason due to the services that the library provides at no cost to citizens and it's management of the endowment, fundraising and grants. The motion passed unanimously (4-0-0).

#### WASTEWATER TREATMENT PLANT REPORT

Mr. Ignatowicz said that there were no problems at the treatment facility during the blizzard and the public works department did a great job removing the snow. Presently, the facility is running well, he said, and flow is down from last year at this time due in part to the closing of Amerbelle. Also, electricity usage was higher this past January than last year at this time because of colder weather. Mr. Ignatowicz said that one plant mechanic retired and the position has been filled by an employee from the Public Works Department. There is still an Operator position that needs to be filled, he reported, and interviews for the Assistant Director position will take place next week.

#### WPCA ADMINISTRATIVE REPORT

For the fiscal year ending June 30, 2012, Mr. Rostkowski reported the following: Sewer User Operating income was \$567,799, a loss of 32.56%; Accounts Receivable totaled approximately \$978,262, down 13.84%; the Collection rate was 96%, up 1.28%; and Investment Income was \$487.08, down 88.75%. He reported that the backup system was tested by the Town's Data Processing department and the system worked fine. Mrs. Landry asked about online payments for sewer user bills and Mr. Rostkowski said that it would not be cost effective.

**EXECUTIVE SESSION TO DISCUSS PENDING CLAIMS**

*Mr. Leavitt, seconded by Mr. Anderson moved to go into Executive Session for the Purpose of discussing seven pending claims related to delinquent Sewer User accounts and to invite WPC Director David Ignatowicz, WPC Business Manager George Rostkowski and any other persons the Water Pollution Control Authority deems appropriate, to attend the Executive Session. The motion passed unanimously and the Authority convened Executive Session at 8:35 p.m. Mr. Leavitt, seconded by Mr. Anderson, moved to close Executive Session at 8:40 p.m. and the motion passed unanimously (4-0-0).*

**ACTION ON EXECUTIVE SESSION, IF NECESSARY**

*None.*

**REVIEW OF SEWER LATERAL MAINTENANCE PROGRAMS**

*Mr. Ignatowicz presented three sewer maintenance programs relative to the repair of sewer laterals. It was the consensus of the Authority that a letter be drafted explaining that maintenance programs are available to users in the event of a blockage to cover repair costs for their sewer lateral. The letter should also include the statement that the Town should be notified first in the event of a blockage.*

**DRAFT AMENDMENT #2 TO VERNON/ELLINGTON INTERMUNICIPAL SEWER AGREEMENT**

*Mr. Ignatowicz presented the second modification of the intermunicipal agreement between the Town of Vernon, The Vernon WPCA, The Town of Ellington and The Ellington WPCA. He said that this latest revision has been drafted by Town Attorney Hall Cummings and the revision has been sent to Ellington's Town Attorney, Joseph Ryan. Per Attorney Cummings, this amendment should go to the Vernon Town Council, Mr. Ignatowicz said.*

**ANY ADDITIONAL MATTERS**

*None.*

**ADJOURN**

*Mrs. Landry, seconded by Mr. Anderson moved to adjourn the meeting at 9:07 p.m. The motion passed unanimously (4-0-0).*

*Respectfully submitted,*



**Lisa B. Yost  
Secretary, Water Pollution Control**