WATER POLLUTION CONTROL AUTHORITY
Town Of Prospect, Connecticut

APPROVED
MEETING MINUTES
TUESDAY JULY 28, 2015

Members Present: Derek Brown, Carl Montagano, and Louis Booth

Members Absent: Christopher Wester and Chuck Witkowski

Vice Chairman Brown called the meeting to order at 6:17 p.m.

Approval of Meeting Minutes: The minutes from June 23, 2015 were reviewed Vice Chairman Brown requests a motion be made for approval. **Motion by C. Montagano** to approve the meeting minutes from June 23, 2015, **seconded by L. Booth Unanimous.**

Administrator's Report: The Administrator reviewed in detail the attached report. Discussion followed with regards to the connectivity issues with the Aria and Pond Place stations. There was no further action to be taken on the issues since the Administrator was still awaiting updates on both stations. With regards to the Telog/computer issues Vice Chairman Brown suggests the Administrator contact Lightning P.C. to see if they could be helpful in figuring out how to reprogram in the phone numbers so that the Telog can dial in to the stations again. Discussion then turned to review of the proposed Operational Costs as well as all invoices that need approval of payment for the month. Vice Chairman Brown requests a motion be made to approve reimbursement to the town for the Administrators salary from July 1, 2014 – June 30, 2015 in the amount of $6,918.00. **Motion by C. Montagano** to approve reimbursement to the town in the amount of $6,918.00 for the Administrators salary from July 1, 2014-June 30, 2015, **seconded by L. Booth. Unanimous.** Motion carries by consent. **Motion by C. Montagano** to approve the Administrator's Report for July 2015, **seconded by L. Booth. Unanimous.** Motion carries by consent.

Correspondence:

- An invoice from the CT Water Company dated 7/2/15 in the amount of $210.00 for the Yearly Water Consumption Report.
- An invoice from Lightning P.C. dated 6/24/15 in the amount of $381.50 for installation of software and computer OS upgrade from Windows XP to Windows 7.
- An invoice from quality Data Service, Inc. dated 7/1/15 in the amount of $975.00 for the annual software support fee for sewer/water usage or assessment.

- Bank statements form 5/30/2015 through 6/30/2015 for the Capital Improvement and Sewer Use accounts.
- The June 2015 summary of failures and repairs from Chesprocott Health District citing 1 failure and 1 repair inspected.

Vice Chairman Brown requests a motion be made to approve the payment of invoices for CT Water Co, Lightning PC and Quality Data Service, Inc. totaling $1,566.50. **Motion by L. Booth,** to approve the payment of three invoices totaling $1,566.50, **second by C. Montagano. Unanimous.** Motion carries by consent.

New Business:

Discuss and review proposed Operational Cost Fee: Vice Chairman Brown states the Administrator did review the proposed Operational Costs under the Administrators report, however he requests the costs be looked over again. Discussion followed regarding the reasons for an increase in costs from last year. Vice Chairman Brown states the proposed costs look appropriate but requests the Administrator double check everything one more time prior to the Public Hearing being held to ensure all costs are included. The total Proposed Operational Costs for 2014-2015 is $13,556.84.

Set a date for Public Hearing to Establish Sewer User Charges for 2014-2015: Vice Chairman Brown states as was discussed at last months meeting the Public Hearing to establish Sewer User Charges for 2014-2015 will be held on August 25th, 2015 at 6:00 p.m. in the Lower Level Conference Room of the Prospect Town Hall. He adds the regular meeting of the WPCA will immediately follow the Hearing. He verifies with the Administrator that there will be enough time to publish all necessary notices and requests a motion to approve the meeting date. **Motion by L. Booth** to approve scheduling the Public Hearing for August 25th, 2015 at 6:00 p.m. in the Lower Level Conference Room of the Prospect Town Hall, **seconded by C. Montagano. Unanimous.**

Old Business:

Aria Flow Meter Status: Vice Chairman Brown states all updates were provided under the "Administrator's Report".

Sewer Use Account and Capital Improvement Account Reconciliation: There was no business to report.

Sewer Use Billing Status: Vice Chairman Brown states this item was previously discussed under "New Business".

Sewer System Permit Applications: There were no applications to review.

Toll Brothers Sewer Construction Update: A progress report and maps for Phases 4 and 5 as well as paperwork and a DVD for the 8" Sanitary Sewer was received from Gene McCarthy dated July 20, 2015. Vice Chairman Brown reads the report into the record and reviewed the included maps stating the units in red are completed and hooked to sewer and the units in yellow are hooked to sewer but the buildings are not complete. With regards to Phase 5 the report states all utilities have been installed and an additional map was included detailing those units under construction and those with just footings and

foundations. The DVD contains footage of the 8" Sanitary Sewer and the report indicated after the video was completed the contractor was requested to repair one lateral with a rolled rubber joint located on Cherry Circle. Vice Chairman Brown states he will take all of the reports with him for further review.

Open: There was no discussion.

Approve WPCA Clerk for reimbursement: Motion by C. Montagano to approve reimbursement for the WPCA clerk, **seconded by L. Booth, Unanimous.** Motion carries by consent.

Adjournment: Motion by L. Booth to adjourn the meeting at 6:47 p.m., **seconded by C. Montagano Unanimous.** Motion carries by consent.

Respectfully Submitted,

Derek Brown
MAM

Derek Brown
Vice Chairman

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2015 AUG 28 PM 12: 30
Maryann C. Anderson
TOWN CLERK