

**WATER POLLUTION CONTROL AUTHORITY
Town Of Prospect, Connecticut**

**APPROVED
MEETING MINUTES
TUESDAY JUNE 23, 2015**

Members Present: Christopher Wester, Derek Brown, Carl Montagano and Louis Booth (arrived 6:11)

Members Absent: Chuck Witkowski

Chairman Wester called the meeting to order at 6:00 p.m.

Approval of Meeting Minutes: The minutes from May 26, 2015 were reviewed Chairman Wester requests a motion be made for approval. Discussion followed. **Motion by C. Montagano** to approve the meeting minutes as amended from May 26, 2015, **seconded by D. Brown Unanimous.** Motion carries by consent.

Administrator's Report: The Administrator reviewed in detail the attached report. Discussion followed with regards to the connectivity issues with the Aria station. Chairman Wester suggests transferring the phone line for the station over to the WPCA like was done with the Progress Lane phone line. That way when issues arise the WPCA can directly contact the phone company to ensure the line is fixed in a timely manner. Chairman Wester continued to state that he feels the WPCA should at some point takeover and own all three metering stations because it is infrastructure that we are obligated to communicate with and maintain by the City of Waterbury. Chairman Wester states an official letter should be sent to Mr. Geloso requesting a transfer of ownership of the phone line to the WPCA. He requests the Administrator contact Mr. Geloso to let him know our thoughts on the situation. **Motion By C. Montagano** to approve the Administrators Report for June 2015, **seconded by D. Brown. Unanimous.** Motion carries by consent.

Correspondence:

- The Spring 2015 copy of "Insights" from Wright Pierce.
- A bill from Frontier dated 6/11/15 for the Progress Lane phone line in the amount of \$0.00. Chairman Wester states this item was previously discussed under the Administrator's Report.
- Bank statements from 5/1/2015 through 5/29/2015 for the Capital Improvement and Sewer Use accounts.
- An e-mail from Ivonne Hall at the DEEP dated 5/28/2015 regarding the Revised Clean Water Fund Memorandum: American Iron and Steel.
- A letter from the Chesprocott Health District requesting permission for a representative from Chesprocott to attend a few WPCA meetings each year. Chairman Wester states he thinks it is a great idea and will be in contact with Chesprocott to set up a time for them to attend a meeting. Included with the letter was a list of septic system concerns in the Town of Prospect.
- The May 2015 summary of failures and repairs from Chesprocott Health District citing no failures and 4 repairs inspected.

- A listing of CO's issued for the Regency at Prospect citing 234 building permits and 211 CO's as of 6/4/15.
- A letter from Denis Cuevas of the City of Waterbury WPC dated 6/12/15 regarding the City of Waterbury Sewer Use Charges for FYE 16-19.

New Business:

Set a date for Public Hearing to Establish Sewer User Charges for 2014-2015: Chairman Wester states a date needs to be determined to hold the Public Hearing to establish sewer user charges for 2014-2015. Discussion followed. It is determined that although Chairman Wester will not be able to attend the WPCA will hold the July meeting as scheduled in order to discuss and review the billing charges prior to the hearing. At the July meeting a public hearing date will be set for August.

Old Business:

Aria Flow Meter Status: Chairman Wester 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: Chairman Wester states this item was previously discussed under New Business.

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

Toll Brothers Sewer Construction Update: There was no update.

Open: There was no discussion.

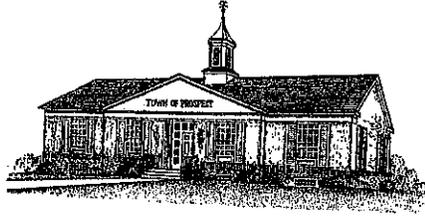
Approve WPCA Clerk for reimbursement: Motion by D. Brown to approve reimbursement for the WPCA clerk, seconded by C. Montagano, Unanimous. Motion carries by consent.

Adjournment: Motion by C. Montagano to adjourn the meeting at 6:28 p.m., seconded by L. Booth Unanimous. Motion carries by consent.

Respectfully Submitted,

Christopher Wester
 Christopher Wester
 Chairman

PROSPECT, CONN
 TOWN CLERKS OFFICE
 RECEIVED FOR RECORD
 2015 JUL 30 AM 10:29
Marjorie L. Dutton
 TOWN CLERK



**WATER POLLUTION CONTROL AUTHORITY
Town Of Prospect, Connecticut**

**ADMINISTRATOR'S REPORT
JUNE 2015**

I had a meeting with Ed Davis at the Aria flow meter on May 27. At that time he did show me how to download data directly to a laptop computer. While we were there it did appear as though all of the instrumentation was working properly. Once all of the data was downloaded we were both hopeful that we would be able to dial into the station. However, we are still unable to make a connection. I was in contact with George Mayo at Telog and had a lengthy conversation with him regarding the connection issues. He indicated to me that I have done a lot of the troubleshooting already. His one suggestion was to possibly remove the recorder from the Aria station and hook it up to the phone line at the Progress Lane station to see for sure if the problem is with the recorder itself or if the problem is onsite (like the phone line). He also said that he would be more than willing to take the recorder back and run diagnostics on it. He was going to call Ed Davis to see what his opinion would be. He also said in his opinion the best option would be for us to get a laptop to directly download the data. He said having the dial up is not his preferred choice but the only other option would be to go cellular, which could get costly. I have also been having some connection issues with Pond Place however I have not been in contact with Ed to see if he is having the same problems.

I spoke with Diane in regards to the Water Company reports and we do receive the usage data for Pond Place. I asked her if the reports had been received yet and she told me they do not come in until after June 30. She did indicate to me that all sewer Use accounts have been paid in full for the year.

Regarding the software upgrades that were approved at our last meeting I spoke with Mark Wither yesterday and was informed that the software had just come in. He plans on installing it sometime this week.

We never received a bill from Frontier for the May billing cycle. I ended up calling Frontier and was told that a payment had been made on the account on May 12 in the amount of \$44.59 and then

again on May 27 in the amount of \$89.18 so no balance was due. I have yet to discuss with the Mayors office what happened with the billing but the good news is the account is paid in full. Regarding the Eversource bill we did not receive a bill for June. So I called and was told a payment was made on June 11 in the amount of \$0.15. So again the good news is the account is current however I'm not sure why the accounts are being paid and I am not seeing a bill.

A handwritten signature in cursive script that reads "Michelle Marchese". The signature is written in black ink and is positioned above the typed name and title.

Michelle Marchese
Administrator