

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

**APPROVED
MEETING MINUTES
TUESDAY MAY 26, 2015**

Members Present: Christopher Wester, Carl Montagano, Chuck Witkowski, and Louis Booth

Members Absent: Derek Brown

Chairman Wester called the meeting to order at 6:02 p.m.

Approval of Meeting Minutes: The minutes 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 April 28, 2015, **seconded by L. Booth Unanimous.** Motion Carries.

Administrator's Report: The Administrator reviewed in detail the attached report. Discussion followed with regards to connectivity issues especially with the Aria metering station and alternative ways to better get the data. The Administrator states she spoke with Paul Santoro of INTROL who suggested the best and most affordable solution would be to get a laptop computer so that a direct data download can be done at each station. Chairman Wester states he is not that comfortable with having to spend more money to get adequate data because Waterbury will bill based on whatever they record regardless of what our data says. He also feels uncomfortable with having to send the Administrator out weekly to each station to download the data. He adds that he believes our monitoring of the stations is for our convenience. The Administrator states she isn't sure it is purely for our convenience because it has been implied by Waterbury that ensuring the stations run appropriately is our responsibility. Discussion followed, Chairman Wester states he would like to review the Intermunicipal agreement to see if it stipulates whose responsibility the monitoring of the meters are. If the agreement states and we have agreed that we will provide readable data to them then we will have to do something to better track the data.

Correspondence:

- A quote from Lightning PC in the amount of \$509.00 to upgrade the operating system from Windows XP to Windows 7 and to install QuickBooks on the WPCA computer **Motion by C. Montagano** to approve the quote and authorize the installation of the software by Lightning PC for a cost of \$509.00, **seconded by C. Witkowski, Unanimous.** Motion Carries by consent.
- A quote from Lightning PC in the amount of \$768.00 for a laptop computer to be used as discussed under the Administrators Report. Chairman Wester states the quote will be tabled for the time being until a decision is made on if it will be necessary to purchase.
- An invoice from INTROL dated 5/15/15 in the amount of \$246.00 for the purchase and installation of a new battery back up at the Pond Place station. **Motion by C. Montagano** to approve payment to

INTROL from the sewer use account in the amount of \$246.00 for the purchase and installation of a new battery back up at Pond Place, **seconded by C. Witkowski, Unanimous.** Motion carries by consent.

- The April 2015 summary of failures and repairs from the Chesprocott Health District dated 5/1/15 citing 3 failures and 1 repair inspected.
- A computer maintenance plan from Lightning PC covering a period from July 1, 2015 through June 30, 2016 at a rate of \$60.00 a month per machine. The maintenance plan was reviewed. Discussion followed and Chairman Wester feels that it is not necessary to pay \$60.00 a month to service the WPCA computer. No action will be taken to sign the agreement.

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: There was no business to report.

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

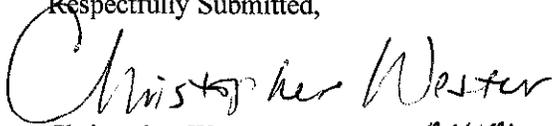
Toll Brothers Sewer Construction Update: There was no update.

Open: C. Witkowski states he recently sat in on meeting of the Town Council where it was decided that all members of the Town Council would receive a pay increase from \$25.00 a month to \$125.00 a month. Discussion followed regarding why all seated members of a board do not receive payment for their time. C. Montagano raises the point that the Council is an elected board as opposed to volunteers stating he doesn't believe one should expect to be paid when they volunteer their time.

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

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

Respectfully Submitted,


Christopher Wester
Chairman

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Montagano, L. (Dedman)
TOWN CLERK