



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

**UNAPPROVED
MEETING MINUTES
TUESDAY APRIL 26, 2016**

Members Present: Derek Brown, Carl Montagano and Joe Hawthorne

Members Absent: Christopher Wester, Louis Booth

Vice Chairman Brown called the meeting to order at 6:01 p.m.

Approval of Meeting Minutes: The minutes from January 26, 2016, were reviewed. Discussion followed and Vice Chairman Brown requested a motion be made for approval.

Motion by C. Montagano to approve the minutes from January 26, 2016, **seconded by J. Hawthorne, Unanimous.** Motion Carries

Administrator's Report: The Administrator reviewed the attached reports for March and April. Brief discussion followed.

Motion by C. Montagano, to approve the Administrator's Report for March and April 2016, **seconded by J. Hawthorne, Unanimous.** Motion carries.

Correspondence:

- A letter from the City of Waterbury dated April 26, 2016 regarding the Waterbury/Prospect Intermunicipal Sewer Agreement Pond Place Billing. The letter was reviewed. **Motion by C. Montagano** to acknowledge receipt of the letter, **seconded by J. Hawthorne, Unanimous.** Motion Carries.
- A flyer from the Connecticut Association of Water Pollution Control Authorities announcing the Annual Spring Workshop and Meeting to be held on Friday May 6, 2016.
- A letter from EML dated March 18, regarding the semi annual water sampling of Pond Place, Aria and Toll Brothers. Three reports were included and reviewed by the board. The Administrator states she will forward copies onto the City of Waterbury.
- Three invoices from EML dated 3/21/2016 each for \$445.41 and totaling \$1,336.23. **Motion by J. Hawthorne** to approve payment from the sewer use account of \$1,336.23 to EML for the semi annual water testing, **seconded by C. Montagano, Unanimous.** Motion carries.

- Two invoices for the annual LogMeIn subscription service totaling \$218.00. Vice Chairman Brown states these invoices were discussed under the Administrators Report. **Motion by C. Montagano** to reimburse the Administrator \$218.00 for payment of the LogMeIn subscription service, **seconded by J. Hawthorne, Unanimous.** Motion carries.
- A letter dated March 15, 2016 from the state DOT regarding utility adjustments for state maintained highways.
- An announcement for the draft priority list from DEEP dated March 17, 2016. A Clean Water Fund Memorandum from DEEP for eligibility of permit costs on projects funded through the CT Clean Water Fund dated Feb 22, 2016. The memorandum will be filed.
- The February summary of failures and repairs from the Chesprocott Health District citing one failure and one repair inspected.

Old Business:

Update on Ownership of Aria and Pond Place Stations: Vice Chairman Brown states the item was discussed under the Administrator's Report. There were no further comments made.

Replacement of Telemetry for Aria and Progress Lane: Vice Chairman Brown states he feels it best that we hold off until more information is received regarding the status of the ownership of the Aria station.

Sewer Use Account and Capital Improvement Account Reconciliation: There was no update. Vice Chairman Brown requested the Administrator try to familiarize herself with QuickBooks and possibly reach out to the Accountant one more time.

Sewer System Permit Applications: There were no new permits to discuss.

Toll Brothers Sewer Construction Update: A report from Gene McCarthy was received stating construction has been slow over the winter months. Included with the report were maps for Phase IV, V, and VI. Vice Chairman Brown passed around the included maps and they were reviewed.

Approve WPCA Clerk for reimbursement: **Motion by J. Hawthorne** to approve reimbursement of the WPCA clerk for March and April, **seconded by C. Montagano, Unanimous.** Motion carries.

Adjournment: **Motion by J. Hawthorne** to adjourn the meeting at 6:22 p.m., **seconded by C. Montagano, Unanimous.** Motion carries.

Respectfully Submitted,

Derek Brown
Vice Chairman

PROSPECT, CONN
 TOWN CLERKS OFFICE
 RECEIVED FOR RECORD
 2016 APR 28 AM 11:47
 Montagano, C. Montagano
 TOWN CLERK