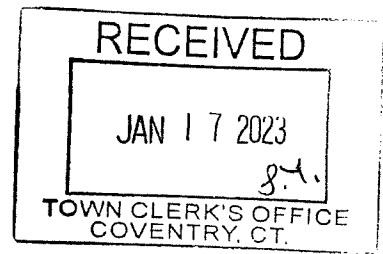


Coventry Water Pollution Control Authority
Regular Meeting Minutes
January 12, 2023



MEMBERS PRESENT: Matthew Twerdy, Richard Brand, Daniel Murphy, Frank Jodaitis

STAFF PRESENT: Mike Ruef, WWTP Operator
Bill Watkins, Director of Public Works
Charlie Grossmann, Sanitation Maintainer

MEMBERS ABSENT: None

1. **CALL TO ORDER:** Matthew Twerdy called the January 12, 2023 WPCA Regular Meeting to order at 6:08 P.M. via Zoom Online Video Conference ID 865 4008 8319.
2. **AUDIENCE OF CITIZENS:** None
3. **NEW BUSINESS:**
 - a. Approval of Minutes from December 8, 2022 WPCA Regular Meeting:

MOTION 2023-1-12-1: To approve December 8, 2022 WPCA Regular Meeting Minutes.

By: Brand Seconded: Murphy

The Motion carried with the following vote:

For: Brand, Murphy, Jodaitis, Twerdy

Against: None

Abstain: None

- b. The following resolution Authorizing the Town Manager to Execute Clean Water Fund Grant Agreement for 2022 Facilities Planning Study was read aloud by Mike Ruef:

For An Authorizing Resolution Which Is Required To Obtain Clean Water Fund Financing For Water Pollution Abatement Facilities

Be it resolved that it is in the best interests of the Town of Coventry to enter into contracts with the Department of Energy & Environmental Protection. In furtherance of this resolution, John A. Elsesser, the Coventry Town Manager is duly authorized to enter into and sign said contracts on behalf of the Town of Coventry. The Town Manager is further authorized to provide such additional information and execute such other documents as may be required by the state or federal government in connection with said contracts and to execute any amendments, rescissions, and revisions thereto.

The Coventry Town Clerk is authorized to impress the seal of the Town of Coventry on any such document, amendment, rescission, or revision.

MOTION 2023-1-12-2: To approve Clean Water Fund Grant Agreement Authorizing Resolution.

By: Murphy Seconded: Brand

The Motion carried with the following vote:

For: Brand, Murphy, Jodaitis, Twerdy

Against: None

Abstain: None

- c. Sexual Harassment Prevention Training was discussed. A new state law requires all volunteer board and commission members to complete 2 hours of sexual harassment prevention training every 10 years. Some members have submitted documentation of training from their jobs. There is a free online class available.
- d. The draft WPCA 4th quarter report was reviewed. Staff will submit.

4. OLD BUSINESS:

- a. The WPCA fiscal year 2024 operating budget was discussed. Operating expenses have increased 1.2% from last year. There is a \$10,000 shortfall between projected revenue and operating expenses and a \$65,000 shortfall when our \$55,000 debt service payment is included. Raising sewer use fees to cover the deficit was discussed. We are aware that the Town Council is striving for a 0% tax increase. Several large capital projects are on hold right now so this year's debt service payment can be funded from our capital budget. Staff will notify the schools and Town departments who need to budget for sewer use fees that rates will be increasing in 2024 and will affect the FY 2025 budget. The FY 2024 WPCA operating budget was approved and will be submitted by staff.
- b. Sewer use billing at 131 Lakewood Drive was discussed. During our September meeting the property owner requested a pause of sewer use billing until he builds a house on the property. An agreement to pause sewer use billing was drafted and has been provided to the property owner to sign via email and paper mail but has not yet been returned. Staff will contact the property owner again.
- c. Sewer system capacity was discussed. Flows are lower than they were 2-3 years ago at this time of year due to I&I removal success. Prior approvals for capacity requests were discussed. Approval for 2,000 gallons of capacity for a proposed carwash at 1384 Main Street expired on July 22, 2022. Approval for 2,000 gallons of capacity was granted to Leo Papa/Mariana Properties for lot 112 Woodland Rd/Lake St on 10-5-2017 and this approval has expired. Staff will notify the owners/applicants and Planning & Zoning

Commission that these approvals have expired and that applicants would need to re-apply to the WPCA for approval of sewer system capacity.

- d. The 2022 Facilities Plan was discussed. CT DEEP notified us that they have approved the scope and fees for the study. Staff are putting together the Clean Water Fund Grant application which will reimburse 55% of the study cost. A project kickoff meeting with DEEP will be scheduled for early February.
- e. The Western Route 44 Sewer Planning Area was discussed. Staff attended a Bolton Lakes Regional (BLR) WPCA meeting in October 2022. We emailed the BLRWPCA a draft letter of intent that needs to be submitted to the Manchester Board of Directors as we move forward. The BLRWPCA has been reviewing the letter. Staff will attend the January 25, 2023 BLRWPCA meeting to address any questions.
- f. Current year WPCA budget review:

MOTION 2023-1-12-3: To table discussion of the current year budget until the March 2023 WPCA Meeting.

By: Jodaitis Seconded: Brand

The Motion carried with the following vote:

For: Brand, Murphy, Jodaitis, Twerdy

Against: None

Abstain: None

5. WPCA STAFF REPORT:

- a. The Treatment Plant Operator Report for December 2022 was reviewed. The rooftop heat pump unit needs a new fan motor.
- b. The Collection System Report for December 2022 was reviewed. We responded to several residential sewer pump alarm calls outside of work hours. One of the pumps at the Avery Shores pump station became clogged with wipes and was repaired by a vendor. During the wind storm on December 23rd we lost power at the Lakeview pump station for 37 hours. Staff checked the generator frequently and fueled it when needed. We checked our residential pumps and were prepared to use a portable generator for them but power was restored before using the generator was necessary.

6. CORRESPONDENCE/COMMUNICATION:

- a. We sent a sewer pump service warning letter to 203 Standish Rd.
- b. We sent a sewer main jetting notice letter to homes on Woodland Rd.

7. ADJOURNMENT:

Matthew Twerdy adjourned the January 12, 2023 WPCA Regular Meeting at 7:18 P.M.

Respectfully submitted,

 1/17/2023

Mike Ruef, WWTP Operator

****These minutes are not official until approved by the WPCA at the next regular WPCA meeting.***