

**TOWN OF EAST HAMPTON
WATER POLLUTION CONTROL AUTHORITY
REGULAR MEETING
APRIL 7, 2015**

APPROVED MINUTES

The Regular Meeting of the Town of East Hampton Water Pollution Control Authority was held at the Colchester - East Hampton Waste Water Treatment Plant Meeting Room on Tuesday, April 7, 2015 at 6:00 P.M.

In Attendance: Mark Barmasse, Daniel Valentine, Ralph Nesci and John Suprono

Other Attendee(s) Vincent Susco Jr., Public Utilities Administrator

1. Call to Order

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

2. Approval of Minutes: Special Meeting of March 3, 2015

Upon motion by Mr. Valentine seconded by Mr. Suprono the member's approved the Meeting Minutes as presented from March 3, 2015. **Vote 4-0 Motion Passed.**

3. Public Remarks

None

4. Review of Correspondence

At the request of Chairman Barmasse, Mr. Susco provided an update on 5 letters sent out between December 2014 through March 2015 (1-page document summarizing the 5 letters distributed and made part of these minutes). Letter #1 (sent 12/09/14 - an invoice for \$677.98) has been paid. Letter #2 (sent 12/17/14 - request for deposit related to Pond Village at Long Crossing) is "canceled out" by Letter #4 (sent 3/31/15 - acknowledgement of receipt of the requested deposit). Letter # 3 (sent 12/18/14 - explain the protocol for proper sample collection). Letter #5 (sent 3/31/15 - comments based on review of plans re: Phase II Application for Hampton Woods) required no response or other action.

5. Discussion/Action on the following Committee Reports

A. Joint Facilities Committee

Mr. Susco informed the members that a regular scheduled meeting took place on March 24, 2015. Superintendent, Scott Clayton, presented the monthly report recapping the activities of the Joint Facilities during the period. The Joint Facilities FY 2015-2016 budget was also approved. A Hazardous Waste Collection Day will be held at the Plant on May 20, 2015 and Paper Shredding Day will be held on May 30, 2015. Work continues on the contracts for the

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Sludge Handling Improvements and the contractor has posted all the required bonds. A Pre-construction meeting is scheduled for April 22, 2015.

Chairman Barmasse updated the members on the progress of the PUA replacement.

B. Operation, Management & Budget Committee

1. 14/15 WPCA Budget Status

Mr. Susco reviewed the budget material distributed with the meeting packet and made a part of these minutes. He informed the members that as we enter the final quarter of the fiscal year, the WPCA operating budget is in good financial standing and there are no new variances to be discussed. He addressed the \$50,000.00 still reflected under line item 5980 (reserve for capital) indicating this transfer was approved in January and simply has not yet been made. He indicated the current balance is overstated by this amount. The review of the Revenue status indicated line item # 4121 (sewer interest), similar to last year, showed a large surplus as a result of higher anticipated collections of past due accounts. Similar circumstances prevail in line item #4640 (sewer permits) as a result of increasing construction in Town. Mr. Susco pointed out this increase in construction will translate into higher connection fees associated with the sewers and increased EDU charges. He closed by stating with 2 ½ months to go, the budget remains in good financial standing. He responded to several questions from the members.

Mr. Susco presented the water budget for both the VCWS and ROWS which are attached and made a part of these minutes. He explained the increase in line item #5430 (bldg. & equip repair) at the Village Center was due to unanticipated repairs.

Two Royal Oaks line items were highlighted; line item #5590 (other purchased services) reflects meter turn - off expenses which we do not charge for and line item #5690 (other supplies /materials) associated with the required change out of the four production meters.

Management's review of Revenue reports indicated a problem with the accounting. A follow-up memo will be distributed upon its resolution.

2. 15/16 Proposed F/Y Expense Budget

Mr. Susco informed the members that while no "numbers" have changed since the last meeting, a revised cover memo has been prepared as requested by the members and has been made part of these minutes.

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After a brief discussion verifying increases vs. cuts and I & I study scope, a motion was made by Mr. Valentine to adopt the resolution detailed below. The motion was seconded by Mr. Nesci. **Vote: 3-1 (Mr. Suprono voting against) Motion Passed.**

Resolution: The 2015/2016 Town of East Hampton – Water Pollution Control Authority Expense Budget, totaling \$1,197,867.00 is hereby approved and adopted as presented (with discussed changes to memo) by management.

3. Adopt 2015/2016 Commodity Fee for the Town of Marlborough

Mr. Susco restated the purpose of the Commodity Fee Agreement between the WPCA of East Hampton and the WPCA of Marlborough. The following resolution moved by Mr. Valentine seconded by Mr. Nesci was adopted. **Vote: 4-0 Motion Passed.**

Resolution: The Water Pollution Control Authority of the Town of East Hampton does hereby establish a Commodity Fee of \$3.59/1000 gallons for the Water Pollution Control Authority of the Town of Marlborough under the October 14, 2004 Sewage Transit and Disposal Agreement. Such fee is to remain in effect for the period July 1, 2015 to June 30, 2016.

C. Public Water Systems

1. Village Center

The Village Center ran within parameters for the month. The hydrant on the corner of Watrous and Walnut was struck by an unknown vehicle and will need to be repaired. Mr. Susco is obtaining an estimate of the repair.

2. Royal Oaks

There were issues maintaining the pH due to problems with the pacing meter (replacement of meters were discussed earlier in the meeting under agenda item #5 B 1 above). The exceedance of lead and copper requires water quality parameter testing to continue. Mr. Susco expects a violation from the Department of Health shortly.

3. Villages at Long Crossing

Mr. Susco informed the members that after 4½ years, the payment for our work associated with Phase 1 for the Certificate of Convenience and Necessity was received. Approval from the State Department of Health has, however, expired. The Developer has been advised to re-establish the necessary approvals in order to move forward.

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4. Hampton Woods

Recent site visits have established the delivery of storm drain pipe, however, no action can be taken on the wastewater system until conditions of the Developers Permit Agreement have been met.

5. Water System Operator Update/Recommendation

On March 9, 2015, the Chief Operator, Pam McCann, resigned her position. The State Department of Health was informed and Mr. Susco assumed the Chief Operator responsibilities. Neither of the other operators desired to assume the Chief Operator duties. The members discussed 3 tiers of options available from large water companies to individual class 2 operators. Mr. Susco informed the members that discussions to date have not provided many viable alternatives and indicated the process will continue.

D. Sewer Development

Mr. Susco informed the members that work on two more buildings at Edgewater Hill had occurred. The developer connected the buildings shortly in November and \$40,000.00 had been collected.

6. Old Business

No Old Business

7. New Business

A. WPCA Membership

Mr. Susco indicated Chairman Barmasse's and Mr. Valentine's membership expires on June 30, 2015. He instructed them that if interested in continuing as members of the committee they must send a letter to Cathy Sirois at the Town Manager's Office.

He also informed the members that the Town Council has scheduled an appointment committee meeting for April 28, 2015 and they have received some interest by prospective new members.

In a motion made by Mr. Suprono, seconded by Mr. Valentine and unanimously carried, the Public portion of the meeting was adjourned at 6:53 in order to move into Executive Session, Mr. Susco was requested to attend. **Vote: 4-0 Motion Passed.**

8. Executive Session - Discussion of PUA Candidates

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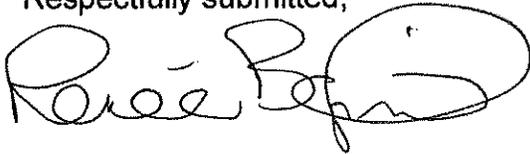
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The Committee came out of Executive Session at 7:13 P.M. No action was taken and the consensus of the members was to proceed with the process ultimately leading to an offer of employment to the selected candidate.

9. Adjournment:

On a motion made by Mr. Nesci, seconded by Mr. Suprono and unanimously carried, the meeting was adjourned at 7:15 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Renee Bafumi". The signature is written in a cursive style with a large, prominent initial "R".

Renee Bafumi
Recording Secretary

Minutes approved by a unanimous vote of the East Hampton Water Pollution Control Authority on May 5, 2015.