

**TOWN OF EAST HAMPTON
WATER POLLUTION CONTROL AUTHORITY
REGULAR MEETING
March 3, 2020**

APPROVED MINUTES

The 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, March 3, 2020 at 6:00 P.M.

Present: Mark Barmasse, John Suprono, Anthony DeSimone, Kerry Comisky, David Terry and Peter Villa

Not Present: Mike Filanda

Other Attendee(s) Scott Clayton, Public Utilities Administrator and Ben Gilmore, Superintendent Joint Facilities

1. Call to Order

Chairman Barmasse called the regular meeting to order at 6:01 p.m.

2. Approval of Minutes

A. Regular Meeting of February 4, 2020

Mr. Terry made a motion to approve minutes as presented, seconded by Mrs. Comisky. **Vote 6-0, Motion Passed.**

3. Public Remarks-None

4. Review of Correspondence

A. Interdepartmental Referral

Sports on 66 is looking for an approval for a Liquor permit from Planning & Zoning (P&Z). Notification has been submitted to P&Z that the WPCA opposes the approval of the permit until all the agreed upon payments are made current. The balance owed at this time is \$12,310.95 plus interest and \$365.00 for the FOG permit and inspection. *Copies distributed and made part of these minutes.*

5. Committee Reports

A. Joint Facilities

The committee approved the recommended operating and revenue budget for 20/21 fiscal year. The Grit Classifier has been ordered.

B. Operations, Management & Budget Committee

1) Budget Status FY 2019/20

Mr. Clayton reported that there were no unexpected expenditures for the month of February. Revenue collection is in line to date with the exception of water revenue which commonly runs a month behind. Shutoff notices were sent to approx. 10 water customers for back payments. All accounts have been paid up to date. *(Copies distributed and made part of these minutes).*

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C. Public Water Systems

1) Village Center Water System Operations

System is working fine.

2) Royal Oaks Water System Operations

Back up booster pump needs to be repaired. Cost of repair not yet determined.

3) Hampton Woods Water System

Nothing to Report

4) Municipal Water System Update

Mr. Clayton has a meeting scheduled for March 3rd with the State and the engineers to go over questions that will be proposed to Connecticut Water and Aquarian Water.

D. Sewer Development

1) Skyline Estates Phase II & III Acceptance

The developer is looking for an approval of the sewer system for Phase II & II. The Sewer system is completed and approved by CLA Engineering.

***RESOLVED** that the East Hampton Water Pollution Control Authority hereby accepts as part of the public town sewer system, the sewer system for Skyline Estates LLC, on Highland Terrace and Old Clark Hill Road, owned by Skyline Estates LLC, including all street sewer mains and other sewer facilities as shown on the "As-Built" plans prepared for Skyline Estates LLC, 244 Middletown Avenue, East Hampton, CT. and prepared by Bascom and Benjamin LLC, Surveying and Engineering Consultants, 360 Main Street, Durham, CT. Said acceptance not to include any sewer pipes, lines, grinder pumps or other facilities located upon private property as shown in the above referred to as-built plans, said acceptance being contingent upon the continuance of a cash bond in the amount of \$12,650 in favor of the East Hampton Water Pollution Control Authority, and said cash bond to be held through the one (1) year warranty period beginning on March 3, 2020.*

After a brief review and discussion, Mr. Terry made a motion to approve the resolution provided in the memo. The motion was seconded by Mr. DeSimone. **Vote: 6-0. Motion Passed.**

2) Skyline Estates Phase 1B Developer's Agreement

The Developer is looking for approval of a new Developer's Agreement for Phase 1B which had expired. The new Developer's Agreement will supersede the original agreement dated September 8, 2008. The developer will be required to submit a bond in the amount of \$300,000 as well as a deposit of \$15,000 for inspection expenses. *Copies distributed and made part of these minutes.* Mr. DeSimone made a motion to approve the new Developer's Agreement for Phase 1B. The motion was seconded by Mr. Terry. **Vote: 6-0. Motion Passed.**

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6. Old Business, Discussion/Action

A. Meeting with Town Council

Mr. Clayton provided a copy of the agenda that the Town Council (TC) would be addressing when the WPCA committee attends the Town Council meeting. *Tentatively scheduled for the April 28th.*

Committee will create and review any handouts (spread sheets, rate projections, capital planning, WPCA contribution to JF, cost comparison etc.) that may be presented at the next meeting on April 3rd meeting. *Copy of Town Council agenda distributed and made part of these minutes.*

7. Capital Planning

A. Billing options

Cost for 2X/year billing has been added to 20/21 budget. This new billing option will be decided and or approved at the September 1st meeting.

8. New Business, Discussion/Action

A. Sewer Use Bylaws regarding 2X/year billing

Mr. Clayton confirmed that the bylaws would have to be changes to reflect a 2X/year billing. Recommend language for new bylaws to read as

"Sewer use charges shall be made on the bases of an October 1st thru September 30th year. Payable as the authority determines in one payment in advance on October 1st or in two equal payments on October 1st and April 1st of each year".

Additional language to be added: *"or such other schedule as determined by the WPCA authority".*

Public hearing will be required and determined at a later date.

B. WPCA Budget presentation F/Y 20/21

Committee did a final review of the WPCA Budget and made the following adjustments

WPCA Capital Budget

Cumulative Reserve for Capital-updated

Anticipated Capital Fund Expenditures-updated

Anticipated Capital Fund Balance-updated

Proposed Operating Budget

Add EDU's (\$1,481,976) to Expected 19-20 Budget

Items noted above did not affect the original proposed budget bottom line.

Management recommends that the 2020/21- Town of East Hampton WPCA Operating Budget, totaling \$ 1,776,483.18, be approved and adopted substantially as amended and made part of these minutes. Motion was made by Mr. Suprono, second by Mr. Terry. **Vote: 6-0** Copies were distributed and made part of these minutes.

Addition items were discussed and tabled for a later date

- Water meter use for commercial, industrial and apartment complex.

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9. Executive Session

A. None

10. Adjournment

Mr. DeSimone made a motion to adjourn, seconded by Mr. Suprono and approved. **Vote: 6-0;**
The meeting was adjourned at 8:21 p.m.

Respectfully submitted,
Linda B. Connors
Recording Secretary

Minutes approved by a vote of 4-0 by the East Hampton Water Pollution Control Authority on April 7th, 2020.