

MEETING OF THE MINUTES  
OCTOBER 3, 2012

The meeting opened @ 7:00PM with the Pledge of Allegiance. The chairman asked for the roll to be called. There were five members present, therefore there was a quorum.

PRESENT	G. Merlone	ABSENT: K. Blake
	H. Madigosky	
	C. LaRovera	
	H. Boladz	
	S. Blume	

ALSO IN ATTENDANCE

Attorney John Androski  
Rita St. Jacques  
Rich Bshara  
Joe Maffeo  
Sindhu Natarajan UIC  
Mayor James DellaVolpe  
Alderman Charles Stowe  
James Tanner  
Fred Knize  
Brian Capozzi

The Chairman opened the meeting with the Pledge of Allegiance at 7:00 P.M. He then called for a moment of silence for our dear member Vito Epifano who lost his valiant fight with cancer.

MOTION to accept the minutes from the previous meeting made by H. Boladz and seconded by C. LaRovera. All were in favor and the motion passed.

The Chairman asked if there was anyone from the public who wished to speak and Mr. James Tanner asked to have his usage bill for 21 Columbia St. visited due to a catastrophic water leak. The water did not go down the sewer but ran down Columbia St. Mr. Tanner's usage bill for the 2011 List Year is \$9,593.46. Rita St. Jacques said that she would cover Mr. Tanner's problem in her Sewer Administrator's Report.

The Chairman then asked three times if there was anyone else from the public who wished to speak. No one answered and the public session was closed.

MOTION to deviate from agenda and go into executive session made by C. LaRovera and seconded by S. Blume. All were in favor and the motion passed. In addition to the Board members, Attorney Androski and Brian Capozzi went into executive session at 7:10 P.M.

MOTION to go back into regular session made by C. LaRovera and seconded by H. Madigosky at 7:25P.M. All were in favor and the motion passed.

MOTION to hire Brian Capozzi as the new Class 4 WPCA Superintendent made by H. Madigosky and seconded by S. Blume. The Chairman asked for the role to be called: G. Merlone, yes, H. Madigosky, yes, C. LaRovera, yes, H. Boladz, yes, S. Blume, yes. Brian's start date is October 9, 2012. Brian must satisfy a six month probation. Welcome Brian.

Sewer Administrator's Report:

Rita stated that a letter was received from Security Lending regarding a problem an Ansonia homeowner had with the sewer system in 2007. A plumber was called to the Sunset Dr. location and determined that the problem was related to the sewer line. The homeowner then called the Pepe Construction Company who discovered that the problem was a collapsed sewer line. This problem was identical to a previous one in which the homeowner was reimbursed by the City. The homeowner is looking for reimbursement by the City for the 2007 problem as well. Rita suggested that Attorney Androski handle this as it goes so far back.

A check was received from the State in the amount of \$66,273.00 for nitrogen credits and has been deposited into the operational account.

Rita spoke about the property at 21 Columbia St. which had a catastrophic water leak and was subsequently billed over \$9,000.00. Rita checked the usage bills going back to the 2008 List Year bills and there was almost no usage as the property had been, and still is, empty.

The \$265,000.00 transfer as requested by H. Madigosky was taken from the daily operational account and deposited into the account that is used for the 311 CWF monthly loan obligations.

Rita downloaded documents to change the signers on the checks that are issued for the WPCA out of the Finance Department. Signatures need to be obtained and were given to the Chairman.

The existing door into the WPCA office in City Hall was remodeled in order to be able to keep the bottom half closed while leaving the top half open. This was done for security reasons due to irate property owners being able to walk into the office and behaving badly. The alarm company came to install a panic alarm but had some trouble and at this point there is still no alarm.

Collections for the 2011 List Year Usage bills have been going very well. We have been able to collect on past year bills as we have to apply payments to the oldest bill.

There is still an issue with the Tax Sale property at 241 Main St. The property owner came in to pay this year's usage bill but when he was told the payment would be applied to the old lien's he didn't pay. Rita suggested his lawyer contact Attorney Androski to discuss the liens still attached to the property. Attorney Androski reiterated that the liens should not be removed until they are paid. The waiver law is very rigid. He said that if the mistake had been made by the WPCA and the property owner had relied on it interest could be waived, but in this case the WPCA did not make a mistake. Comment was made that if the people running the auction have not been paid the amount of the liens should be deducted from their payments since they were the ones who misrepresented the status of the liens to the new buyer. Rita also said that the property on Hodge Ave. that was sold in the Tax Sale has had the liens paid.

Rita asked the board if they wanted reminder notices sent for the 2<sup>nd</sup> half of the 2011 List Year Project bills. The board agreed that the cards should be sent and there was discussion about the date the cards were to be mailed.

MOTION to accept the Sewer Administrator's report as presented made by C. LaRovera and seconded by H. Boladz. All were in favor and the motion passed.

MOTION to mail reminder cards for the second installment of the 2011 List Year Sewer Project bill on November 7, 2012 made by S. Blume and seconded by H. Boladz. All were in favor and the motion passed.

MOTION to reduce the 2011 List Year Sewer Usage bill for the property at 21 Columbia St. to the \$50.00 Capital Fee made by S. Blume and seconded by H. Madigosky. All were in favor and the motion passed.

UIC Report:

Sindhu reported that there was a sewer backup at 93 Benz St. where the main was clogged due to grease. The problem was rectified.

UIC has been waiting to hear back from Mr. Tracy Lewis with Lewis Associates concerning old sewer as-builts. Mr. Lewis has indicated that he is interested in selling the maps and has been assembling a package. Chairman Merlone said that he had spoken to Mr. Lewis on Wednesday October 3<sup>rd</sup> and was told to have UIC contact him the next day.

UIC is involved with the Anaerobic Digester project and at this time the project team is revising the design and moving towards the completion of a 10% design package. The design package will include a conceptual design of the plant and site, cost estimates and schedules. The developer will use this information to evaluate whether or not to proceed with the project.

MOTION to accept the report as written made by S. Blume and seconded by C. LaRovera. All were in favor and the motion passed.

Joe Maffeo (acting superintendent of the WPCA) brought up a proposal for some work that needs to be done on sewer pump stations. (See proposal attached). There was discussion on whether there was money in the budget to cover the proposal. Rich Bshara said that there is money in the repair budget which will cover the cost.

MOTION to get autodialers for 5 pump stations and defer purchasing a lap top until Brian is on board made by S. Blume and seconded by H. Boladz. All were in favor and the motion passed.

Mr. Fred Knize, who owns property at 52 Jewett St., came to the meeting late and had missed the public session. However, the Board agreed to hear him. The property at 52 Jewett St. had a meter which cracked and water was flowing down Jewett St. Consequently Mr. Knize received a bill of over \$6,000.00. Rita had adjusted the bill down to \$3,350.00 but Mr. Knize felt that the bill was still too high. The Board agreed to take off the quarter of the bill that is in question.

MOTION to reduce the 2011 List Year Usage bill at 52 Jewett St. by using the uncontested 3 quarters made by S. Blume and seconded by C. LaRovera. All were in favor and the motion passed.

Attorney Androski update:

There was considerable discussion on reports that are needed to be sent to the State concerning the 544 closing. Attorney Androski stated that office collection procedures should be filed with the State, as well as monthly reports on every account which has paid and all accounts which are delinquent by name and list number. There are some questions as to what the content and format of the reports should be and Rich Bshara agreed to investigate. Attorney Androski also stated that an audit might be in order on the 544 project closing, going back two years. Jack said that the State can come in anytime to check on our documentation and we need to check the closing document to see what we have to give them. Alderman Stowe suggested that Frank Michaud (an auditor hired by the City) contact the State to see what is needed. Rich Bshara suggested that he call the State to see what information is needed for the reports but Attorney Androski said he did not know who Rich should call. He suggested it might be the State Treasurers office but he wasn't sure.

Rita St. Jacques had some concerns about the vagueness of the State requirements since the WPCA office will be responsible for providing the reports.

MOTION made by H. Madigosky and seconded by H. Boladz to give Attorney Androsky permission to find out what kind of audit is needed and what information must be provided. All were in favor and the motion passed.

Rich Bshara:

H. Madigosky requested that his name be removed from the checking account since he is no longer chairman. Rich needs to make a digital imprint for the checks and needs signatures of the two people who will be on the account.

Rich did the wire transfer for the 544 Project, but was unable to do the monthly 311 payment. The bank is charging \$30.00 for each transfer. Rich has some concerns about Naugatuck Savings Bank because when he went on-line and tried to do a \$265,000.00 wire transfer from the daily operational account into the account used for the 311 CWF monthly loan obligations, the bank wouldn't let him continue without 2 signatures. The bank suggested the WPCA change to one signer. This way it would be easier to do. He eventually wrote a check transferring the money from one account to the other. Naugatuck Savings bank is not a commercial bank and is not equipped to deal with needs of a large depositor. The Chairman will look at local banks to see who can handle the needs of the WPCA.

Rich is looking at the existing data to analyze the 311 account. He has spreadsheets by year compiled by Bruce Fuller who is now retired. Rich will continue to compile the data and issue a report.

Rich also would like to sit with the Board to detail his responsibilities.

Rich will compile a report for the next meeting (November 7, 2012) which will include all Purchase Orders which have been issued from the WPCA.

Receive and pay all bills:

MOTION to pay all bills if they are found to be true and correct and there is enough money to pay them made by S. Blume and seconded by H. Boladz. All were in favor and the motion passed.

1. Attorney Androski – Services through – 9-28-2012 \$2,487.00
2. Rich Bshara – Monthly projects 7-1-12 thru 9-30-12 \$3,930.00

MOTION to adjourn made by H. Boladz and seconded by C. LaRovera. All were in favor and the motion passed. The meeting was adjourned at 9:15P.M.

Respectfully submitted:

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Ellen Turschmann, WPCA Secretary