



WATER POLLUTION CONTROL AUTHORITY

The City of Ansonia
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Ansonia, Connecticut 06401
(203) 736-5908

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MINUTES OF THE WPCA MONTHLY MEETING (REVISED)

APRIL 2, 2014

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

PRESENT

N. Parente	M. D'Alessio
C. Durante	A. Geruntho
A. Limauro	K. Plavnicky
C. Stowe	

ALSO IN ATTENDANCE

Rita St. Jacques WPCA
Brian Capozzi WPCA
Joseph Maffeo Prime AE
Peter Georgetti Prime AE
Rich Bshara
Attorney J. Marini

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

NOTE: the reason for this revision is to correct the typo in the PRIME AE report removing the words "Route 8". It should only read "interconnection"

Public session: the Chairman asked if there was anyone in the audience who wished to speak. Mr. John Izzo of 12 Shortell Dr. spoke about concerns he has with the WPCA collection policy. Mr Izzo owns several rental properties which are currently delinquent and feels with the current policies it is difficult to become current. He suggested that the Marshal service be eliminated and a collection agency be utilized instead. He would like the fee schedule restructured so that interest is not applied to both the project and usage bills. Mr. Izzo said that there was nothing personal in his statement but that he feels that the WPCA office could be "friendlier." He also said there is no uniform policy for collecting. The collection policy is



archaic and needs to be changed. He offered to teach Rita and Ellen how to do desk top publishing so that they can send one page bills out themselves.

Mr. Izzo would like a moratorium on collecting interest and sending accounts to the Marshal.

Mr. Izzo said that it is hard to make money with the burden of paying the sewer bills with interest and fees. He also mentioned that because of people like us, people like him can go out of business.

The Chairman asked twice more if there was anyone else who wished to speak. No one replied and the public session was closed at 7:14PM.

Sewer Administrator's Report: (see attached)

#2. There has been no response from the letters that were sent Mrs Gerrity on Finney St, and Daniel Kiley of Great Hill Rd. Nunzio is going to contact the health department and ask if there is a remedy that the health department can provide.

A letter of inspection was received from Mayor Cassetti concerning property located at 202 Beaver St. stipulating that the septic system was cleaned and inspected and is in good condition.

Mr. Nimons stopped by the WPCA office and said that an agreement is almost in place with Ansonia Copper and Brass dealing with money owed to the City and the WPCA. There was no mention of Cook Industrial.

Angela Diaz of 80 Clifton Avenue has not responded to requests for payment.

Mrs Ford of 222 ½ N. State St. has contacted the WPCA office and has begun making payments on past due bills.

#3 Monthly financial information:

Chairman Parente asked why there is an increase in "Due From WPCA?" R. Bshara replied that the variation is in the pension line. There were recalculations made that resulted in a change to the line item.

Chairman Parente asked if health insurance has to be paid for the whole month or just for the amount of time an employee is covered in the month. This came about because Jeff Perrault left in the middle of March and so wasn't covered for the whole month. Rich will call Anthem and see if a credit is due.

On the Grand Rate Book Rita explained that there has been a steady decrease in amounts owed on delinquent accounts.

Nunzio asked Rich to call Robert Rose of ION Bank to see if Robert had spoken to his boss about increasing the amount of interest earned on accounts held with ION bank. Rich will speak with Robert.

A copy of a letter from Nancy Valentine of the Cost Cutting Commission to the WPCA office is included in the packet. The letter requested information about delinquent accounts and amounts due. Chairman Parente agreed that the Commission can request information and we will comply but that the WPCA is autonomous and does not report to the City, but reports to the DEEP. The City is not impacted by whether the WPCA is collecting money or not. Chairman Parente said that we are anxiously awaiting the recommendations of the Cost Cutting Commission to further enhance our collections.

There is also a copy of minutes from the Seymour WPCA suggesting that they are going to ask Ansonia to be compensated for houses on Friars Lane which are located in Ansonia but flow into Seymour. Nunzio said that since no one has officially requested compensation there is nothing to discuss yet.

Rita explained that we need to set the date for a public hearing to set the rate for the Sewer Project bill which will be due in June. The hearing will be held at 6:45PM on May 7th at the Waste Water Treatment Plant, N. Division St. The regularly scheduled monthly meeting will be held at 7:00PM and at that time the rate will be adopted.

MOTION to set the public hearing for May 7, 2014 at 6:45PM made by C. Stowe and seconded by C. Durante. All were in favor and the motion passed.

The rate is currently \$270 per unit and Rita said that it is her recommendation that the rate stay the same. The WPCA has to send the State almost \$180,000.00/mo. and cannot take money from another account to repay the loan. Rita explained that if the WPCA defaults on the loan the State will not lend the City of Ansonia or any departments within it any more money, including the Board of education.

A lengthy discussion was held on collection procedures. Nunzio provided an example of what has happened to rate payers who were previously in collections with the attorney and now are in collection with the State Marshal since the WPCA is no longer using that attorney. The people who are in that position have already paid attorney fees and now have to pay additional Marshal fees of 15% of the total. Nunzio stated that this is unfair to those people but he also understands that the Marshal should be compensated for collecting. No decision was made at this time.

C. Stowe said that the WPCA is governed by State Statutes and must abide by those laws. All bills must be collected following those rules.

C. Durante asked how collections are done from the time the bill is received and Rita went through the procedures.

C. Stowe asked if interest is always the same and Rita said that it's always 1 ½% per month and reverts back to the first month the bill was due. Charlie also asked what happens if the rate payer doesn't get a bill. Rita explained that she keeps all returned mail and if a rate payer claims they did not get a bill we check to see if it was returned by the post office. In addition, we also check the rate payer's account and many times they have already paid the first installment which means that they did receive the bill but have misplaced it. Also, State Statute 12-130 says that a rate payer is responsible for a bill even if they don't receive it.

M. D'Alessio asked if a new bill can be paid when received and Rita explained that per State Statute the old bills must be paid first. She said that this is actually a benefit to the rate payer because it decreases the amount of interest paid on older bills because those bills are higher.

C. Durante asked if the Marshal doesn't collect the bill does the 15% fee still apply. The answer is no, the 15% is taken off each payment received by the Marshal, so if there's no payment, no fee is collected.

Chairman Parente has met with a Marshal in Waterbury and is researching the possibility of bringing in marshals from other cities to collect delinquent bills.

MOTION to accept the sewer administrator's report made by C. Durante and seconded by C. Stowe. All were in favor and the motion passed.

Ron DeGregoria and Gene DiGiovanni representing St. Sebastian Club asked if there was a resolution on the manhole problem in the parking lot. Nunzio said that he, A. Geruntho and F. D'Amico had inspected the manhole and asked Gene to provide a very reasonable quote. Gene asked if a lateral was to be placed or just put in cement. Nunzio said that cement will do and said that if Gene can provide a quick quote he will get a quick answer. Gene will provide the quote.

PRIME AE report: (see attached)

Route 8 Project. PRIME prepared a cost-increase letter and submitted it to the WPCA on March 31st to add the CCTV work to PRIME'S existing contract with the WPCA. This cost (\$5,910.39) will be reimbursed by the State. Rich asked if there is a limit for reimbursement and Peter replied that there is, but the \$5.9K will increase that limit.

A second letter was also provided which requests the State to perform work on behalf of the City by the State's Contractors to the sewer system.

Nunzio has both letters and will sign them and return them to PRIME.

K. Plavnicky asked when the project will start and Peter said that he's not sure.

PRIME met with the Mayors of both Ansonia and Derby and the mayors supported doing the feasibility study. The State will pay for the study. Chairman Parente reminded Mr. Georgetti again that Supervisor Capozzi is always available to attend meetings dealing with the *Route 8* interconnection since he is very knowledgeable about the sewer system and is a valuable asset.

MOTION to deviate from the agenda made by K. Plavnicky and seconded by C. Stowe. All were in favor and the motion passed.

Attorney John Marini was asked if there are any issues with respect to collection that the WPCA needs to be aware of. John said that the former Ansonia Copper and Brass is very close to entering into an agreement which would provide payment to both the tax collector and the WPCA. There needs to be conversation between the departments. John said that if the WPCA could hold off on collections there should be an agreement which would provide the City with information on the property such as clean-up, studies done and an indemnity agreement with BP for clean-up. A memorandum of Understanding is being composed and should be finished within 3 weeks.

Rita asked if payment is received, will it be apportioned between the tax department and the WPCA? John replied that he thinks it should be done that way.

John also explained that there was a mix-up with the invitation to the FOI meeting and as department head Rita should have been invited. He said that there will probably be a follow-up meeting and Rita's name will be added to the list.

Attorney Marini said that there will be a meeting of the Charter Revision Committee on May 9th.

Rita asked John if he and W. Nimons are in negotiations with the former Ansonia Copper and Brass. In the past money was collected and all of the money went to the tax department. John said that before the agreement is finalized he will have a meeting with T. Blackwell of the tax department and Rita.

Attorney Marini agreed that as far as collections are concerned the WPCA is governed by State Statutes, however, he will look at recommendations made by the Cost Cutting Commission to see if they are allowed.

Rita said that any monies brought in from usage need to be kept for catastrophic events, such as the collapse on Lester St. There are still clay pipes in Ansonia which are 200 years old and may cause more collapses. Therefore, there needs to be funds available to deal with any catastrophic sewer problem.

MOTION to go back to regular schedule made by K. Plavnicky and seconded by C. Stowe. All were in favor and the motion passed.

The legal notice must be published for the Sewer Project bill and Rita recommends leaving the rate at the current \$270 per unit.

MOTION to accept Sewer Administrator's recommendation made by C. Durante and seconded by A. Limauro. All were in favor and the motion passed.

Receive and pay all bills:

The bill from Attorney Androski is still outstanding because he has not sent the requested files. The secretary will send a letter to Attorney Androski stating that the bill will be paid when the files of accounts his office was collecting on are provided to the WPCA office. There has been a problem with rate payers claiming they have paid off their bills and the WPCA office has no record of payments made to Androski Law firm.

PRIME AE	Invoice #60A	\$48.75
PRIME AE	Invoice #60B	\$2,720.25

MOTION to not pay invoice #60A made by A. Geruntho and seconded by K. Plavnicky. All were in favor and the motion passed.

MOTION to pay invoice #60B made by C. Stowe and seconded by C. Durante. All were in favor and the motion passed.

Money needs to be transferred to the engineering line item to pay invoice #60B.

MOTION to transfer \$2,000.00 out of sewer treatment wages and into the engineering line item made by C. Durante and seconded by C. Stowe. All were in favor and the motion passed.

Chairman Parente spoke about the number of requests being made by other departments/committees to the WPCA for information on collections and delinquent accounts. Nunzio feels there should be a procedure for handling these requests. The government set up the WPCA as autonomous so that municipalities or political parties would not be able to interfere with the running of the WPCA.

Rich Bshara report: (See attached)

Rich provided information on transfers to and from line items, as well as an expenditure summary.

MOTION to transfer monies as requested made by C. Stowe and seconded by C. Durante. All were in favor and the motion passed.

A. Geruntho asked if there is insurance on the generator being rented from H. O. Penn. Nunzio had spoken to Penn about insurance and it was very costly. Rich said that the City has a \$10k deductible on its insurance and if something were to happen to the generator it might be worth submitting a claim, depending on how much the repair would cost. Rich will contact the City's insurance carrier and get a price for insurance on the generator. Rich also needs contact information for H. O. Penn.

J. Izzo provided contact information for North East Generator for a maintenance contract.

Rich said that he is working on the reimbursement from the State for the Route 8 project.

Rich requested that the board allow Kim DeStefano (Finance Department) the ability to access the WPCA accounts on-line. She would have only the ability to look at the accounts and to record deposits, not to transfer money.

MOTION to allow Kim DeStefano to view WPCA accounts on-line made by K. Plavnicky and seconded by A. Geruntho. All were in favor and the motion passed.

Rita has sent a request for water usage data to the Regional Water Authority to prepare for the sewer usage bill. Rich suggested that, although it is more costly, the data should continue to be provided on four discs because rate payers often ask how the usage bill is calculated and Rita is able to answer their questions because she is able to access the data. Nunzio agreed to continue the practice of receiving four discs.

MOTION to accept Rich's report made by C. Durante and K. Plavnicky. All were in favor and the motion passed.

Sewer Superintendent's report; (see attached)

The WPCA will be receiving a check from the CT. DEEP for \$79,572.00 in July from nitrogen credits. Chairman Parente said that he is considering using the check to pay down the sewer project loan and save on interest.

Brian checked with the State regarding the class 3 position and was told that a temporary class 3 could be used until a permanent Shift Supervisor is hired. Brian and Nunzio both thought that J. Tomasella would be the appropriate person to fill the position. A stipend in the amount of \$200/wk. will be paid until a permanent replacement is found. Brian will advertise for the class 3 Shift Supervisor for a yearly wage of \$73K.

MOTION to appoint J. Tomasella to the temporary position of Shift Supervisor made by K. Plavnicky and seconded by A. Geruntho. All were in favor and the motion passed.

MOTION to give J. Tomasella a stipend of \$200/wk. while he is acting Shift Supervisor until a permanent replacement is hired made by K. Plavnicky and seconded by C. Stowe. All were in favor and the motion passed.

Nunzio requested that the pumps be checked either every week or every other week. Brian needs to ask for an inspection program to be established. Brian said that the pumps have been checked regularly lately. Some pumps need 2 people to check and Nunzio suggested that on Tuesdays and Thursdays Marcello and Jason team up and go out to check the pumps. Nunzio requested a list of all pumps, what kind they are, maintenance records and whether there are spare parts/pumps in case there is a breakdown.

Nunzio requested that pictures be taken when there is a back-up and the homeowner should be provided a release to sign.

Brian needs to get new time cards for the time clock because the cards that came with the clock are small and get stuck.

WPCA and Public Works employees are being trained on using the new vac. truck. Brian suggested that he talk to C. Pitney and ask him to send the truck to problem locations where the sewer lines need to be pumped.

There is going to be an open house at the Waste Water Treatment Plant on Saturday May 3, 2014. The public is invited and the open house will run from 9:00AM to 12:00PM, with tours of the lab, vac. truck and administrative building being held at 9:30 and 10:30AM.

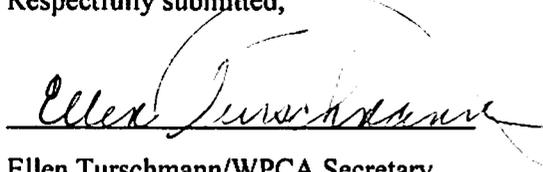
MOTION to accept Brian's report made by K. Plavnicky and seconded by M. D'Alessio. All were in favor and the motion passed.

There will be a Special Meeting on April 24, 2014 at 7:00PM at the Waste Water Treatment Plant to discuss the WPCA collection policy and prepare a draft document.

MOTION to have a special meeting on April 24, 2014 made by C. Stowe and seconded by M. D'Alessio. All were in favor and the motion passed.

MOTION to adjourn made by A. Geruntho and seconded by M. D'Alessio. All were in favor and the motion passed. The meeting adjourned at 11:10PM.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Ellen Turschmann", is written over a horizontal line. The signature is fluid and extends slightly to the right of the line.

Ellen Turschmann/WPCA Secretary