

**New Hartford Water Pollution Control Authority  
TOWN OF NEW HARTFORD, CONNECTICUT  
REGULAR MEETING MINUTES  
Thursday, March 2, 2017 at 7:00PM  
New Hartford Town Hall  
530 Main Street, New Hartford, Connecticut**

**PRESENT:** Chairman Denton Butler, Mary Beth Greenwood, Michael LeClaire, Wes Marsh, Polly Pobuda and Joe Toro.

**ABSENT:** None.

Chairman Denton Butler called to order the Regular Meeting of the WPCA at 7:00PM. Mr. Butler introduced David Douyard of Pine Meadow to the Board. Mr. Butler noted that Mr. Douyard has been invited to this meeting to gain a better understanding of the business of the WPCA as consideration is being made to his joining them as a member.

**1. APPROVAL FEBRUARY 2, 2017 & FEBRUARY 16, 2017 MINUTES:**

The February 2, 2017 Minutes should be amended to reflect that it was a regular meeting rather than a special meeting.

**MOTION:** Ms. Greenwood, Mr. Marsh second, to approve the February 2, 2017 Minutes as amended; unanimously approved.

**MOTION:** Ms. Pobuda, Mr. Marsh second, to approve the February 16, 2017 Minutes; Motion passed with Ms. Pobuda, Ms. Greenwood, Mr. Butler, Mr. Marsh, Mr. LeClaire voting aye while Mr. Toro abstained.

**2. MONTHLY FINANCIAL REVIEW BUDGET DISCUSSIONS:**

The Income Statement and Aged Payables was distributed and reviewed. It was noted that the Aged Payables reflected an account balance of \$32,035.87 along with outstanding invoices of \$40,446.27.

It was noted that Ms. Greenwood and Mr. Toro would lead the preliminary work and data gathering in budget preparation for FY18.

Mr. Butler reported that Ms. Healey indicated that new accounting codes can indeed be created and will therefore allow more line item specific in the budgeting.

**3. MONTHLY OPERATIONS REVIEWS – SEWER/WATER:**

Mr. Butler noted that no report was provided by Torrington Water Company this month as Vice President Steve Cerruto was away on vacation. While it was noted that a sewer report had been provided, no questions on that were put forth by board members.

Mr. Butler noted that a request has been made to the Torrington Water Company for a budget projection for the essential services for necessary maintenance for the next fiscal year and has reviewed some preliminary items already with Mr. Cerruto.

Mr. Butler reported that he reminded First Selectman Dan Jerram that the Asset Evaluation Team should be reconvened in order to put out an RFP soon. Mr. Butler reported that the main pump in SBR Tank #1 failed late in the evening on Monday, February 27, 2017 but has been repaired. The cost of the repair is not known at this point, according to Mr. Butler.

Ms. Greenwood reported that the water supply plan also needs to be updated. Discussion followed about who is responsible for the cost of the needed update to the plan in light of the recently declared ESAs (Exclusive Service Areas).

#### **4. DISCUSSION – UPDATES:**

##### **A. WUCC Update.**

Mr. Marsh provided an update from the February WUCC meeting that he had attended. He noted that Mr. Jerram had made a presentation in which he spoke on his board's recent declaration of the previously undeclared portions of Town as an ESA (Exclusive Service Area). Mr. Marsh reviewed the timeline of the Department of Health relative to the ESAs, noting that the goal is to have the finalized ESA assignments approved formally in June, 2017. Mr. Marsh distributed an FAQ on WUCC ESAs to board members.

It was noted that a Special Meeting will occur on March 16, 2017 at 6:00PM and that Mr. Jerram would be invited to this meeting to further discuss New Hartford's ESA.

It was agreed that the WPCA should renew its membership with the Atlantic States Rural Water & Wastewater Association at the current cost of \$165 for renewal.

##### **B. SSA Update.**

Mr. Butler reported that he and Mr. Marsh met with the Department of Energy and Environmental Protection this date regarding the acceptance of the submitted Sewer Service Area Map. He noted that they are encouraged to believe that the two entities are likely to bring the matter to a successful close.

##### **C. Exploration of Credit Card Options for Billing.**

Mr. Butler reported that they are working with Point & Pay as an option for rate payers to be afforded an opportunity to pay their bills with a credit card. It was noted that there would be no loss in revenue to the WPCA for providing this option as a convenience fee for the service is added on to the bill and absorbed by the user of the service.

##### **D. Pending Legislation.**

No new additional pending legislation was noted.

#### **5. RULES & REGULATIONS – CONTINUING REVIEW:**

No business discussed except that the Board agreed to schedule a Special Meeting for the continuing review.

#### **6. ANY OTHER BUSINESS OR CORRESPONDENCE TO PROPERLY COME BEFORE THE WPCA:**

It was noted that Aquarion is working on streamlining the schedule of repairs and maintenance of the equipment at the facility. They are simply reorganizing the necessary work that ought to be performed into a better format so that it will be automatically generated, according to Mr. Butler.

**MOTION:** Mr. LeClaire, Ms. Greenwood second, **to adjourn at 7:57PM; unanimously approved.**

**Respectfully submitted,**

**Pamela A. Colombie**  
**Recording Clerk**