

**New Hartford Water Pollution Control Authority
TOWN OF NEW HARTFORD, CONNECTICUT
REGULAR MEETING MINUTES
Thursday, May 4, 2017 at 7:00 PM
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: David Douyard.

Chairman Denton Butler called the meeting to order at 7:00PM.

MOTION: Ms. Pobuda, Mr. Marsh second, to enter into Executive Session for purposes of discussion of legal issues regarding ESA and MDC billing; unanimously approved.

1. EXECUTIVE SESSION – DISCUSS OF LEGAL ISSUES – ESA AND MDC BILLING:

The WPCA entered into Executive Session at 7:01PM with First Selectman Dan Jerram and invited the recording clerk to join.

MOTION: Mr. LeClaire, Ms. Pobuda second, to come out of Executive Session; unanimously approved.

The WPCA exited Executive Session at 8:00PM.

2. APPROVAL OF OUTSTANDING MINUTES – 3/2/2017, 3/16/2017, 4/6/2017, (4/20/2017):

MOTION: Mr. Toro, Mr. LeClaire second, to approve the March 2, 2017 Minutes; unanimously approved.

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

MOTION: Mr. Toro, Ms. Greenwood second, to approve the April 6, 2017 Minutes; unanimously approved.

MOTION: Ms. Greenwood, Mr. Toro second, to approve the April 20, 2017 Minutes; unanimously approved.

3. UPDATE – WATER SUPPLY PLAN INITIATIVE:

Mr. Butler noted that New Hartford has 449 water customers, comprised of 209 customers with both water and sewer and 240 customers with only water. Mr. Butler noted that of these customers, 26 had zero usage for the month of April. He noted that those dwellings may be vacant or seasonal but account for 5.8% of the customer base. He noted that industry standards reveal that water is used at a rate of 80-100 gallons per day, per person. While there is no way of telling occupancy, Mr. Butler pointed out that there are 46 customers who had used 3,000 gallons per quarter which is 33 gallons or less per day.

The largest water users was shared by Mr. Butler as the Board also discussed observations made regarding water usage generally.

4. BUDGET WORKSHOP – RATE CHANGE CONSIDERATIONS:

Ms. Greenwood distributed a draft of the FY2017-18 budget. She noted that the WPCA is right on track for the current fiscal year with what has been spent with water. She noted that the biggest increase by percentage is for Water Treatment Supplies and that this is based on current trends. It was agreed that Mr. Toro would research the rates being paid for these supplies. Mr. Butler noted that he has made several inquiries to Tower Generator.

The Board then discussed the Sewer side of the budget draft. While discussing the sewer non-routine items, Mr. Butler reported that he will be meeting with the First Selectman regarding some of the capital expenses forecasted. Mr. Butler noted that he plans to review the projections for electricity costs.

Ms. Greenwood noted that the total projected expenses is \$773,881. Ms. Greenwood noted a positive increase in the amount of revenues being collected. Mr. Toro suggested increasing the figure to be used for revenue in next year's budget. It was agreed to plug in \$679,177.

Ms. Pobuda distributed a document containing some of her observations, including questions such as why there are non-metered sewers. She also shared observations with the rate schedule.

Mr. Butler noted that Torrington Water Company had been advised, during the last time that WPCA had reviewed their rate schedule, to charge separately for non-routine service calls.

5. CONTINUE RULES AND REGULATIONS REVIEW:

It was agreed that the Board would meet again on May 18, 2017 at 7:00PM. It was also noted that any requests for information from the Board's clerk, Jill Healey, should come from Mr. Butler.

MOTION: Mr. LeClaire, Mr. Toro second, **to adjourn at 9:20PM; unanimously approved.**

**Respectfully submitted,
Pamela A. Colombie
Recording Clerk**