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**April 10, 2017**

**TOWN OF OLD SAYBROOK  
WATER POLLUTION CONTROL AUTHORITY  
302 Main Street  
Old Saybrook, CT 06475**

**REGULAR MEETING MINUTES**

**Monday, April 10, 2017**

The Town of Old Saybrook Water Pollution Control Authority met on Monday, April 10, 2017 in the Old Saybrook Town Hall, 1<sup>st</sup> Floor Conference Room, 302 Main Street, Old Saybrook, Connecticut, to conduct its regular meeting.

**I. Call to Order**

The meeting was called to order by Chairman Elsa Payne at 7:00PM.

**II. Roll Call of Members**

Chairman Elsa Payne, Vice Chairman Ian Featherstone, Chuck Wehrly, Peter Stump, and Robert Senger were present. George Gwizd and Jason Becker were absent. Joseph Kulowiec, Alternate, was present and seated. John Giannini, Alternate, was absent.

In Attendance: Stephen Mongillo, Program Manager; Gratia Lewis, WPCA Financial Manager; Robbie Marshall, WPCA Coordinator.

**III. Pledge of Allegiance**

**IV. Approval of Minutes: Regular Meeting March 13, 2017**

A **motion** was made by Peter Stump to approve the March 13, 2017 Regular Meeting Minutes. The motion was seconded by Robert Senger. No discussion. The motion was carried 5-0-1.

Jason Becker arrived at 7:01PM.

**V. Comments from Chairman and Members**

Chairman Elsa Payne announced the new alternate to the WPCA Board, John Giannini.

**VI. Staff Reports**

**a. Financial Reports**

Gratia Lewis presented for acceptance by the WPCA Board the WPCA Operating Budget for March 2017 dated April 5, 2017.

A **motion** was made by Jason Becker to the accept the WPCA Operating Budget Report dated April 5, 2017. The motion was seconded by Joseph Kulowiec. Robert Senger inquired as to vehicle purchase. Vehicle purchase is a capital expenditure, not related to operating budget. No further discussion. The motion was carried unanimously.

Ms. Lewis distributed the CWF Requisition Summary Report through Requisition #24 for the WPCA Board's information.

Non-Construction Invoices: Wright-Pierce for professional engineering services for March 2017 in the amount of \$23,407.73.

A **motion** was made by Ian Featherstone to pay the invoice for Wright-Pierce in the amount of \$23,407.73. The motion was seconded by Jason Becker. No discussion. The motion was carried unanimously.

Construction Invoices: JTR, LLC for MAN-5 for 30 Maple Avenue in the amount of \$4,949.50; CPT-1 for 2 Clearwater Road in the amount of \$323.00, 8 Clearwater Road in the amount of \$11,400.00, 9 Clearwater Road in the amount of \$251.75, 15 Clearwater Road in the amount of \$9,500.00, and 23 Clearwater Road in the amount of \$6,650.00. Total construction invoices is \$33,074.25.

A **motion** was made by Robert Senger to pay construction invoices totaling \$33,074.25. The motion was seconded by Joseph Kulowiec. No discussion. The motion was carried unanimously.

**b. Coordinator's Update**

Robbie Marshall commented on CAWPCA workshop on May 18<sup>th</sup> with Stu Fairbank giving a presentation; stormwater plan by Town of Old Saybrook; CPT-2 orders to upgrade.

**c. Program Manager's Report**

Stephen Mongillo commented on resident issues; emergency upgrades; enforcement; garbage disposal issues; meeting with Wright-Pierce and DEEP on March 21<sup>st</sup>; DEEP site tour of WWMD.

**VII. Old Business – none.**

## **VIII. New Business**

### **a. Cornfield Point 2 Caveat: Act**

A **motion** was made by Ian Featherstone to authorize the Chairman of the WPCA to sign and file the Caveat for CPT-2, 1980857v2 CPT2 dated 3/28/2017. The motion was seconded by Peter Stump. No discussion. The motion was carried unanimously.

### **b. Cornfield Point 2 Contract Award: Act**

A **motion** was made by Ian Featherstone to award the contract for CPT-2 to JTR, LLC, the lowest responsive/responsible bidder, in the bid amount of \$412,871.50. The motion was seconded by Robert Senger. Mr. Featherstone inquired as to the number of properties. There are 29 properties in CPT-2. No further discussion. The motion was carried unanimously.

## **IX. Public Comment – none.**

## **X. Adjournment**

A **motion** to adjourn was made at 7:45PM by Jason Becker. The motion was seconded by Peter Stump and carried unanimously.

The next regularly scheduled meeting will be held on Monday, May 8, 2017 at the Old Saybrook Town Hall, 1<sup>st</sup> Floor Conference Room, 302 Main Street, Old Saybrook, Connecticut.

Submitted By,

*Melissa S Lewis*

Melissa S Lewis  
WPCA Administrative Assistant