
December 11, 2017

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

REGULAR MEETING MINUTES

Monday, December 11, 2017

The Town of Old Saybrook Water Pollution Control Authority met on Monday, December 11, 2017 in the Old Saybrook Town Hall, 1st 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, Secretary Jason Becker, Chuck Wehrly, Peter Stump, Robert Senger and Joseph Kulowiec were present. Vice Chairman Ian Featherstone was absent. John Giannini, Alternate, was present and seated.

In Attendance: Stephen Mongillo, WPCA Program Manager; Gratia Lewis, WPCA Financial Manager; Robbie Marshall, WPCA Coordinator. Bruce Chudwick, Attorney with Shipman & Goodwin.

III. Pledge of Allegiance

IV. Approval of Minutes: Regular Meeting November 13, 2017

A **motion** was made by Joseph Kulowiec to approve the November 13, 2017 Regular Meeting Minutes. The motion was seconded by Jason Becker. No discussion. The motion was carried unanimously.

V. Comments from Chairman and Members

Discussion was held regarding George Gwizd's service to the WPCA. The WPCA Board sends many Thanks to George for his years of service to the WPCA and the Town of Old Saybrook.

VI. To Approve a Resolution Titled "Resolution to Approve an Amendment to the Project Loan and Project Grant Agreement, and to Authorize the Extension of the Interim Funding Obligations, Under the Clean Water Fund Program Phase II of the Decentralized Wastewater Management District Program."

Attorney Bruce Chudwick briefly reviewed the previous Agreement. Negotiations with the State have resulted in the following Amendment:

**TOWN OF OLD SAYBROOK
WATER POLLUTION CONTROL AUTHORITY**

RESOLUTION TO APPROVE AN AMENDMENT TO THE PROJECT LOAN AND PROJECT
GRANT AGREEMENT, AND TO AUTHORIZE THE EXTENSION OF THE INTERIM FUNDING
OBLIGATIONS, UNDER THE CLEAN WATER FUND PROGRAM FOR PHASE II OF THE
DECENTRALIZED WASTEWATER MANAGEMENT DISTRICT PROGRAM

December 11, 2017

WHEREAS, the State Department of Energy and Environmental Protection has proposed a First Amendment (the "First Amendment") to the Project Loan and Project Grant Agreement between the State and the Town of Old Saybrook under the Clean Water Fund Program dated February 27, 2015 for projects in Phase II of the Decentralized Wastewater Management District Program (the "Original Agreement", and together with the First Amendment, the "Agreement"), and

WHEREAS, the First Amendment extends the Scheduled Completion Date for Phase II from December 31, 2016 to June 30, 2019, thereby providing for the extension of the short term financing (the "Interim Funding Obligations" or "IFOs") to allow the WPCA and the Town additional time to proceed with and complete the projects in Phase II before permanent financing is required, and

WHEREAS, the current IFOs mature on December 31, 2017.

BE IT RESOLVED, that the First Amendment is hereby approved, and the Chairman or Vice Chairman of the WPCA are hereby authorized, on behalf of the WPCA, to execute and deliver the First Amendment and all documents to extend the IFOs to mature on December 30, 2019, in accordance with the Agreement.

A **motion** was made by Chuck Wehrly to approve the Resolution To Approve An Amendment To The Project Loan And Project Grant Agreement, And To Authorize The Extension Of The Interim Funding Obligations, Under The Clean Water Fund Program For Phase II Of The Decentralized Wastewater Management District Program. The motion was seconded by Joseph Kulowiec. No discussion. The motion was carried unanimously.

VII. Staff Reports

a. Financial Reports

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

A **motion** was made by Peter Stump to the accept the Operating Budget for November 2017 dated December 5, 2017. The motion was seconded by Joseph Kulowiec. No discussion. The motion was carried unanimously.

Ms. Lewis distributed the CWF Requisition Summary Report through Requisition #32 for the WPCA Board's information.

Non-Construction Invoices: Fuss & O'Neill for professional engineering services for November 2017 in the amount of \$4,644.87; and Shipman & Goodwin for professional legal services for October 2017 enforcement in the amount of \$1,960.00 and October

2017 CWF Financing and Program Restructure in the amount of \$3,487.22. Total non-construction invoices is \$10,092.09.

A **motion** was made by Jason Becker to approve the non-construction invoices totaling \$10,092.09. The motion was seconded by Robert Senger. No discussion. The motion was carried unanimously.

b. Coordinator's Update

Robbie Marshall commented on Cornfield Point 2 and 3 are wrapping up; Cornfield Point 4 will be beginning; Cornfield Point 5 is awaiting contract signing by contractor; next meeting there will be an election of officers.

c. Program Manager's Report

Stephen Mongillo commented on risers being needed for some of the older installations and that the Site Staff are handling them as they arise; budget work; Steven Pytlik and Matthew Pytlik have become Town employees by order of the First Selectman; wood chip pilot study.

VIII. Old Business – none.

IX. New Business

a. 2018-2019 Operating Budget: Act

Ms. Lewis briefly reviewed the new budget spreadsheet setup. Ms. Lewis reviewed the line items that have changed since last year's operating budget.

A **motion** was made by Jason Becker to approve the 2019 Fiscal Year Budget Working Copy dated 120717. The motion was seconded by Peter Stump. No discussion. The motion was carried unanimously.

X. Public Comment – none.

XI. Adjournment

A **motion** to adjourn was made at 8:00PM by Jason Becker. The motion was seconded by Robert Senger and carried unanimously.

The next regularly scheduled meeting will be held on Monday, January 8, 2018 at the Old Saybrook Town Hall, 1st Floor Conference Room, 302 Main Street, Old Saybrook, Connecticut.

Submitted By,

Melissa S Lewis

Melissa S Lewis
WPCA Administrative Assistant