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**May 8, 2017**

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

**REGULAR MEETING MINUTES**

**Monday, May 8, 2017**

The Town of Old Saybrook Water Pollution Control Authority met on Monday, May 8, 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, and Robert Senger were present. George Gwizd, Jason Becker and Peter Stump were absent. Joseph Kulowiec, Alternate, was present and seated.

John Giannini, Alternate, was present but not seated due to not being sworn in as of this meeting.

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

**III. Pledge of Allegiance**

**IV. Approval of Minutes: Regular Meeting April 10, 2017**

A **motion** was made by Robert Senger to approve the April 10, 2017 Regular Meeting Minutes. The motion was seconded by Ian Featherstone. No discussion. The motion was carried unanimously.

**V. Comments from Chairman and Members**

Robert Senger noted that a woman had shown interest in becoming a member of the WPCA Board.

Chuck Wehrly suggested the WPCA Board visit Eastpointe and Eden Harbour.

Peter Stump arrived at 7:03PM.

Chairman Elsa Payne commented on attending a meeting with Wright-Pierce; composting toilets; University of Maryland Sea Grant research regarding septic waste vs. rainwater.

## **VI. Staff Reports**

### **a. Financial Reports**

Gratia Lewis presented for acceptance by the WPCA Board the WPCA Operating Budget for April 2017 dated May 3, 2017.

**A motion** was made by Robert Senger to the accept the WPCA Budget Report. The motion was seconded by Joseph Kulowiec. No discussion. The motion was carried unanimously.

Ms. Lewis distributed the CWF Requisition Summary Report through Requisition #25 for the WPCA Board's information.

Non-Construction Invoices: Wright-Pierce for professional engineering services for February-March 2017 in the amount of \$18,068.32; CRAHD for March 2017 in the amount of \$3,155.39; Fuss & O'Neill for professional engineering services for March 2017 in the amount of \$6,599.05; McDonald/Sharpe for professional engineering services for 94 Nehantic Trail in the amount of \$2,021.00; Ciel, Inc for CPT-3 plans and project manuals in the amount of \$922.80; and Root's Auto Repair for the Ford Club Wagon in the amount of \$751.03. Total non-construction invoices is \$31,517.59.

**A motion** was made by Peter Stump to pay the non-construction invoices totaling \$31,517.59. The motion was seconded by Robert Senger. Chuck Wehrly inquired as to the acquisition of a new van, so why pay for maintenance. Ms. Lewis responded to speak to Stephen Mongillo regarding the acquisition. No further discussion. The motion was carried unanimously.

Construction Invoices: JTR, LLC for MAN-5 for 94 Nehantic Trail in the amount of \$33,858.00; CPT-1 for 5 Hartlands Drive in the amount of \$10,450.00, 9 Hartlands Drive in the amount of \$10,450.00, and 98 Middletown Avenue in the amount of \$15,200.00. Total construction invoices is \$69,958.00.

**A motion** was made by Robert Senger to pay construction invoices totaling \$69,958.00. The motion was seconded by Joseph Kulowiec. The WPCA Board reviewed the engineered plan and detail sheets. Mr. Wehrly inquired as to why McDonald/Sharpe was the engineer versus Indigo Deisgns. Ms. Lewis responded that DEEP required the WPCA to have a list of engineers to work from instead of the same engineer every time. No further discussion. The motion was carried unanimously.

**b. Coordinator's Update**

Robbie Marshall commented on pre-bid meeting for Cornfield Point-3; CAWPCA workshop for May 18<sup>th</sup>; green infrastructure workshop May 23<sup>rd</sup>; CAC meeting June 3<sup>rd</sup>; reviewed Stephen Mongillo's Program Manager report; letter to DEEP for extension of construction to December 2018; Carmody gallons pumped report.

**c. Program Manager's Report**

Stephen Mongillo was not present.

**VII. Old Business – none.**

**VIII. New Business**

**a. CRAHD Health Services Agreement – Amendment 5: Act**

A **motion** was made by Ian Featherstone to authorize the Chairman of the WPCA to sign Amendment #5 between the WPCA and the CRAHD. The motion was seconded by Joseph Kulowiec. Ms. Lewis noted that there is a 2% increase. No further discussion. The motion was carried unanimously.

**IX. Public Comment – none.**

**X. Adjournment**

A **motion** to adjourn was made at 7:47PM by Robert Senger. The motion was seconded by Ian Featherstone and carried unanimously.

The next regularly scheduled meeting will be held on Monday, June 12, 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