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**January 9, 2017**

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

**REGULAR MEETING MINUTES**

**Monday, January 9, 2017**

The Town of Old Saybrook Water Pollution Control Authority met on Monday, January 9, 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, Jason Becker, Peter Stump and Robert Senger were present. Secretary George Gwizd was absent. Joseph Kulowiec, Alternate, was present and seated.

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

**III. Pledge of Allegiance**

**IV. Election of Officers**

A **motion** was made by Ian Featherstone to nominate the following slate of officers: Elsa Payne, Chairman, Ian Featherstone, Vice Chairman and Jason Becker, Secretary. The motion was seconded by Chuck Wehrly. All nominated accepted their nominations. No further discussion. The motion was carried unanimously.

**V. Approval of Minutes: Special Meeting December 20, 2016**

A **motion** was made by Chuck Wehrly to approve the December 20, 2016 Special Meeting Minutes. The motion was seconded by Ian Featherstone. No discussion. The motion was carried unanimously.

**VI. Comments from Chairman and Members**

Jason Becker thanked Ian Featherstone for the nomination as Secretary and Chuck Wehrly for the second.

## **VII. Staff Reports**

### **a. Financial Reports**

Gratia Lewis presented for acceptance by the WPCA Board the WPCA Operating Budget for December 2016 dated January 3, 2017.

A **motion** was made by Peter Stump to the accept the WPCA Operating Budget Report dated January 3, 2017. The motion was seconded by Jason Becker. No discussion. The motion was carried unanimously.

Ms. Lewis distributed the CWF Requisition Summary Report through Requisition #21 for the WPCA Board's information.

Ms. Lewis commented on the upcoming Benefit Assessment public hearing for MAN-4 and some properties in MAN-5. The public hearing will be held at the February 13, 2017 Regular Meeting which will be held at the Vicki G Duffy Pavilion at 7:00PM. Ms. Lewis provided a listing of properties to be assessed.

Construction Invoices: JTR, LLC for MAN-5 for 11 North Street in the amount of \$9,956.00, 23 Shepard Street in the amount of 7,600.00, 27 Shepard Street in the amount of \$17,100.00, and 39 Shepard Street in the amount of \$22,800.00. Total construction invoices is \$57,456.00.

A **motion** was made by Robert Senger to pay construction invoices to JTR, LLC totaling \$57,456.00. The motion was seconded by Joseph Kulwiec. Mr. Senger inquired as to the cost of 23 Shepard Street's tank. The cost was in compliance with the bid. No further discussion. The motion was carried unanimously.

### **b. Coordinator's Update**

Robbie Marshall commented on discussing Eden Harbour with Fuss & O'Neill; CPT-2 is with DEEP, hoping to release next week; new website for the WPCA ([www.oswpca.org](http://www.oswpca.org)).

### **c. Program Manager's Report**

Stephen Mongillo commented on addressed resident issues; Wright-Pierce second amendment has been signed by all parties; conference call with Wright-Pierce; five properties outstanding in MAN-5, one of which is an emergency repair.

## **VIII. Old Business**

**a. WPCA Vehicle: Act**

Mr. Mongillo discussed having the WPCA Board approve the purchase of this capital expense so the matter could move forward through the administration.

A **motion** was made by Ian Featherstone to authorize the expenditure, by the WPCA, in an amount not to exceed \$27,000.00, a work van for crew activities, which will be financed through the 210 account. The motion was seconded by Jason Becker. No discussion. The motion was carried unanimously.

**IX. New Business**

**a. CPT-1 Caveat: Act**

A **motion** was made by Jason Becker to authorize the Chairman of the WPCA to sign the Caveat for CPT-1, version 1980857v2 CPT1-1/4/2017. The motion was seconded by Ian Featherstone. No discussion. The motion was carried unanimously.

**b. CPT-1 Bid Contract Award: Act**

A **motion** was made by Jason Becker to award the CPT-1 contract to JTR, LLC in the bid amount of \$349,141.50. The motion was seconded by Peter Stump.

An **amended motion** was made by Jason Becker to award the CPT-1 contract to JTR, LLC in the bid amount of \$349,141.50, as the lowest responsive/responsible bidder. 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 7:39PM by Jason Becker. The motion was seconded by Ian Featherstone and carried unanimously.

The next regularly scheduled meeting will be held on Monday, February 13, 2017 at the Vicki G Duffy Pavilion, 150 College Street, Old Saybrook, Connecticut.

Submitted By,

*Melissa S Lewis*

Melissa S Lewis  
WPCA Administrative Assistant