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Minutes of the Regular Monthly Meeting of the
Suffield Water Pollution Control Authority & Treatment Facility
March 11, 2025

REC'D BY:

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MEMBERS PRESENT:

Daniel Holmes, Chairman
Roger Ives, Vice
Chairman, Treasurer
Frank Bauchiero
Janet Davis
John Murphy
Todd Mervosh
Travis Watroba

MEMBERS ABSENT:

ALSO, PRESENT:

Jamie Kreller, Superintendent
Julie Nigro, Business Administrator
Attorney Andrew Lord, WPCA Legal Representative
Mike Headd, WPCA Engineer (Woodard & Curran)

1. **CALL TO ORDER:** Daniel Holmes called the Regular Monthly Meeting for March 11, 2025 to order at 7:00 pm.
2. **CITIZEN INPUT:** None
3. **APPROVAL OF MINUTES:**
 - February 11, 2025 Regular Monthly Meeting Minutes Review & Approval –
 - Todd Mervosh motioned to approve the Regular Monthly Meeting Minutes of February 11, 2025
 - Roger Ives seconded the motion; Frank Bauchiero abstained due to absence on February 11, 2025; motion passed unanimously
4. **CHANGES TO THE AGENDA:**
 - Jamie Kreller requested that the bullet point 9c under New Business to be tabled to April's meeting, as the vendors did not provide the necessary information.
 - Frank Bauchiero motioned to table bullet point 9c under New Business to the April meeting.
 - Roger Ives seconded the motion; motion passed unanimously
5. **CHAIRMAN'S UPDATE:**
 - Daniel Holmes stated that Colin Moll will be attending the Executive Session to address any questions regarding the Union Contract.
 - Anthony Liquori, who has been with the WPCA for three years, will be promoted to the Operator 2 position.

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6. TREASURER'S REPORT:

- Administration (O&M) Bills 2024/2025: \$115,299.22
- RCM Bills 2024/2025: \$1,170.00
- Administration fund distribution (February's payroll): \$79,115.60
 - Frank Bauchiero motioned to accept the Treasurer's report.
 - Roger Ives seconded the motion; motion passed unanimously.

7. STAFF REPORTS:

- a. **Superintendent's Report** - Jamie Kreller reviewed his report and highlighted the following:
- The WPCA currently has disposed of 451 dry tons of sludge of our 600 dry ton allotment under our MDC agreement
 - Yearly sludge report was electronically submitted to EPA (Environmental Protection Agency).
 - The WPCA is dosing 2.5 gallons/day of Bioxide at the Poole Rd pump station to reduce H₂S production.
 - The Morton Building construction is expected to begin next week.
 - The new operator-in-training employee is still in the training phase.
- b. **Business Administrator's Report** - Julie Nigro reported the following:
- The budget variance report through the end of January for 24/25 fiscal year is 50% unexpended vs 42%.
 - The WPCA collected 22.47% (\$11,701.96) of the major delinquent list in February.
 - Five previous delinquent accounts have paid in full.
 - The overall delinquent amount is \$106,420.38 with \$67,118.81 being the 2024 sewer usage bill.
 - The current March 2025 collection rate is 96.61%. The 2024 March collection rate was 95.25%.
 - The Town Clerk asked the WPCA if it would be possible to post only the meeting minutes, rather than the entire monthly summary packet, due to costs associated with maintaining and storing the large sheet count of the monthly summaries.
 - John Murphy motioned to approve posting only the meeting minutes with the Town Clerk, with the full meeting packet available at the WPCA in both electronic and paper formats.
 - Travis Watroba seconded the motion; Janet Davis opposed; the motion passed.

8. OLD BUSINESS:

- **Stony Brook Design** – Mike Headd stated the following:
 - The Conservation Commission has approved the application with minor conditions.
 - We are still waiting for permit approval from the Army Corps of Engineers and the Department of Energy & Environmental Protection (DEEP).
 - Once permits are approved the Stony Brook Design will go to public bid.
- **Phase 2 Pipeline Rehabilitation – Cassotta Lane/Thompsonville Road Areas** – Mike Headd stated:
 - The Phase 2 Pipeline Rehabilitation project is nearly complete, except for a defect discovered during CCTV inspection on Cross Street between First Street and Second Street, which requires repair. The necessary repairs will result in \$20,000 in additional work, which will be paid for from the projects contingency.

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9. NEW BUSINESS:

a. Capacity Letter for 190 East Street North

- Frank Bauchiero motioned to approve the Capacity Letter for 190 East Street North.
- John Murphy seconded the motion; motion passed unanimously

b. Capacity Letter for 920 Branch Road

- Frank Bauchiero motioned to approve the Capacity Letter for 920 Branch Road.
- John Murphy seconded the motion; motion passed unanimously

c. Draft 2025/2026 Budget – Julie Nigro presented a draft of the budget for the 2025/2026 fiscal year depicting the O&M expenses, RCM Revenue, RCM Expenses and Assessment Revenue at this time.

- Some lines items on the O&M Expense budget are color coded to show we are waiting for more information from the Town and/or need to be reviewed again.
- The proposed capital projects are budgeted for \$2,000,000.
- The Assessment revenue is expected to decrease in the coming years.
- The revenue section will be ready for the April meeting with an updated expense section.
- The budget will be discussed further at the April meeting.

10. EXECUTIVE SESSION:

- Frank Bauchiero motioned to enter Executive Session at 7:47 pm to discuss the Union contract negotiations with WPCA Attorney, Administrative staff, and Colin Moll present.
- John Murphy seconded the motion; the motion passed unanimously.

- Frank Bauchiero motioned to end the Executive Session at 7:50 pm.
- John Murphy seconded the motion; the motion passed unanimously.

- Frank Bauchiero motioned to approve the Four-year Union Contract.
- John Murphy seconded the motion; the motion passed unanimously

ADJOURNMENT:

- Frank Bauchiero motioned to adjourn the Regular Meeting of March 11, 2025 at 7:51 pm.
- Todd Mervosh seconded the motion; the motion passed unanimously.

Respectfully submitted,

Anna Clark

Assistant Business Administrator

**For paper or electronic copy of the entire meeting packet
please contact the WPCA**