



Water Pollution Control Authority

REGULAR MEETING

May 21, 2025
MINUTES

Members Present: Dan Parisi (Chairman), Shawn Koehler, Paul Gilbert, Tom Walker

Members Absent: Aaron Foster

Others Present: Tom Modzelewski (WPCA Admin), Phil Kidney (WPCA Crew Chief), Marshall Gaston (Fuss & O'Neill), Kevin Flood (Fuss & O'Neill), Dave Stavens (Deputy First Selectman)

1. Call to Order

Chairman, Dan Parisi called the meeting to order at 6:30 pm

2. Citizen's Forum (non-agenda items)

None

3. Approval of April 16, 2025, Regular Meeting Minutes

MOVED (KOEHLER) SECONDED (GILBERT) AND PASSED UNANIMOUSLY TO APPROVE THE MINUTES OF THE APRIL 16, 2025, REGULAR MEETING.

4. Old Business

1. Cider Mill – Single Family

Phil (WPCA Crew Chief) updated that this property should be connecting to the sanitary sewer system any day now.

2. Development of parcel 046-003-0002

No updates.

3. 7 Hilltop Dr. Extension Easement

No updates.

4. Stafford Sewer Main & H₂S Concerns

Marshall (F&O) Provided an update that he sent Tom M. (WPCA Admin) a list of different testing that should be done and some pricing. He also noted he is preparing a task order for this. Shawn (Member) asked to make sure testing for salts was included to which Marshall said he would make sure it was. Phil (WPCA Crew Chief) mentioned that the meters have been in the manholes for about 2 weeks now and they will leave them in place for a few more to continue to collect data. Marshall mentioned that they see some spikes early in the morning in H₂S levels. Shawn stated that many water filtration systems are programmed to automatically backwash between the hours of 2am and 4am so he is interested to see if that is the window of time these spikes are taking place.

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5. 6 Majus Circle Sewer Use Bill Credit Request

At the April meeting, a motion was made to offer \$370.00 credit to the April sewer use bill for this property, contingent upon receiving a corresponding credit from Vernon to Ellington. As no credit was granted by Vernon, the item remained on the agenda to inform the Board of this outcome. During the discussion, it was noted that the WPCA does not have a deduct meter policy. As a result, the Board agreed to implement a process to track properties that request sewer billing adjustments for similar circumstances. A one-time, per-property reduction of 20% may be granted, subject to approval by the Ellington Water Pollution Control Administrator going forward.

MOVED (GILBERT) SECONDED (KOEHLER) AND PASSED UNANIMOUSLY TO APPROVE A 20% REDUCTION OF THE APRIL BILLING FOR 6 MAJUS CIRCLE IN THE AMOUNT \$122.60. THIS CREDIT IS BEING GRANTED ON THE BASIS THAT THE WATER USED DID NOT ENTER THE SANITARY SEWER SYSTEM. THIS SHALL BE CONSIDERED A ONE-TIME OFFRING GRANTED ONCE PER PROPERTY.

6. 214 Windsorville Rd. Sewer Use Bill Credit Request

At the April meeting, a motion was made to offer \$412.00 credit to the April sewer use bill for this property, contingent upon receiving a corresponding credit from Vernon to Ellington. As no credit was granted by Vernon, the item remained on the agenda to inform the Board of this outcome. During the discussion, it was noted that the WPCA does not have a deduct meter policy. As a result, the Board agreed to implement a process to track properties that request sewer billing adjustments for similar circumstances. A one-time, per-property reduction of 20% may be granted, subject to approval by the Ellington Water Pollution Control Administrator going forward.

MOVED (KOEHLER) SECONDED (WALKER) AND PASSED UNANIMOUSLY TO APPROVE A 20% REDUCTION OF THE APRIL BILLING FOR 214 WINDSORVILLE RD IN THE AMOUNT OF \$134.40. THIS CREDIT IS BEING GRANTED ON THE BASIS THAT THE WATER USED DID NOT ENTER THE SANITARY SEWER SYSTEM. THIS SHALL BE CONSIDERED A ONE-TIME OFFRING GRANTED ONCE PER PROPERTY.

5. New Business

1. Set Annual Public Hearing Date

MOVED (KOEHLER) SECONDED (GILBERT) AND PASSED UNANIMOUSLY TO MOVE ITEM #5 NEW BUSINESS, SUB-SECTION #1 SET ANNUAL PUBLIC HEARING TO AGENDA ITEM # 8 OTHER ADMISISTRATIVE TOPICS SUBSECTION #7.

6. Administrative

1. Fuss & O'Neill project updates

i. Vernon Pump Station

a) Pay Requisition 18

Kevin (F&O) reviewed the work that was completed. He stated that the remaining work is moving slowly. Paul (Member) questioned a few items that are billed 100% on this pay requisition, specifically the landscaping that Kevin and Phil (WPCA Crew Chief) confirmed is not complete to date. Paul asked that Kevin inspect the next pay application in great detail to avoid paying for items that are not complete.

MOVED (WALKER) SECONDED (KOEHLER) AND PASSED UNANIMOUSLY TO APPROVE THE PAYMENT FOR THE VERNON PUMP STATION UPGRADE TO THE ASSOCIATED CONSTRUCTION COMPANY FOR APPLICATION #18, INVOICE 23105-14 FOR WORK COMPLETED THROUGH APRIL 30, 2025, IN THE AMOUNT OF \$24,463.45.

b) Schedule

Kevin (F&O) again stated that the punch list is progressing slowly, he will be reaching out to Stephen O’Leary again for an updated schedule.

c) 5/13/2025 VPS Progress Meeting

Kevin (F&O) reviewed the items discussed in the progress meeting. The main items still pending are the MAU and exhaust fan. The paving needs to be completed as well as a fence repair.

d) 6/10/2025 Site Visit

The site visit scheduled for 9:00 am will be held pending project completion.

e) Change Orders

Kevin (F&O) updated that there will be some deduct change orders to close out the project when that time comes.

f.) Wet Well Wizard

Phil (WPCA Crew Chief) updated that this is currently being installed.

ii. Task 4D I&I Phase 4

On hold until the legal ROW is obtained and more work is scheduled.

iii. Task 4E I&I Phase 5

Marshall asked Phil what we are pumping, as this has been on hold due to the low water table. Phil (WPCA Crew Chief) stated while his crew were doing some camera work they noticed some I&I therefore the water table seems to be high enough to continue the investigation. Work proposed to start again the first week of June.

iv. Task 15 Windermere Ave. Sewer Extension

Marshall (F&O) provided an update that the survey agreement with J.R. Russo has been straightened out. Letters and calls will begin going out to the affected residents regarding right of way entry.

7. Fuss & O’Neill Billing

The billing for March was reviewed.

MOVED (GILBERT) SECONDED (KOEHLER) AND PASSED UNANIMOUSLY TO APPROVE INVOICE 0271522 FOR WORK FROM MARCH 29, 2025, THROUGH APRIL 25, 2025, FOR TASK 3C FOR A TOTAL OF \$14,824.20.

Paul (Member) asked Kevin (F&O) if being billed 79% at this point leaves this task in good shape, Kevin responded yes.

MOVED (GILBERT) SECONDED (KOEHLER) AND PASSED UNANIMOUSLY TO APPROVE INVOICE 0271989 FOR WORK FROM MARCH 29, 2025, THROUGH APRIL 25, 2025, FOR TASK 12 FOR A TOTAL OF \$1,631.25.

MOVED (KOEHLER) SECONDED (WALKER) AND PASSED UNANIMOUSLY TO APPROVE INVOICE 0271523 FOR WORK FROM MARCH 29, 2025, THROUGH APRIL 25, 2025, FOR TASK 15 FOR A TOTAL OF \$334.00.

8. Other Administrative Topics

1. Budget

Tom M. (WPCA Admin) reviewed the minor changes he was requested to make at last month's meeting.

2. Code Revision

The Board requested Tom M. (WPCA Admin) to make sure language concerning deduct meters is removed from the code.

3. User Insurance

No update.

4. Generator Quotes/Valve Pit Repairs

Tom M. (WPCA Admin) updated that the Ketchbrook generator was due to be installed this month, he however had not received any schedule updates, he believes the recent rain events may have affected the schedule.

5. Vernon Annual Lease Payment

Tom M. (WPCA Admin) updated that the annual lease bill has been received and will be paid in next week's batch of payables.

6. Asset Management Proposal

No update.

7. Set Annual Public Hearing Date

MOVED (GILBERT) SECONDED (KOEHLER) AND PASSED UNANIMOUSLY TO SET THE 2025 ANNUAL SEWER USER FEE PUBLIC HEARING DATE TO JUNE 18, 2025, AT 6:00 PM. MEETING TO BE HELD AT THE TOWN HALL. THE SEWER USER FEE PUBLIC HEARING WILL IMMEDIATELY FOLLOW THE ELLINGTON WATER POLLUTION CONTROL AUTHORITY'S CODE REVISION PUBLIC HEARING.

9. Design, Construction & Maintenance Reports

1. Pump Station Updates

i. MBPS Pump Quote

Phil (WPCA Crew Chief) stated he received the new pumps for the Route 140 Pump Station.

2. Overtime Report

Phil (WPCA Crew Chief) reported Sam Hubbard had 3 hours of overtime for a grinder pump call.

3. Other

None

10. Misc. Communications

Tom M. (WPCA Admin) updated that he approved an additional bedroom for 18 Sunset Rd.

Adjournment

MOVED (KOEHLER) SECONDED (GILBERT) AND PASSED UNANIMOUSLY TO ADJOURN THE REGULAR MEETING OF THE WATER POLLUTION CONTROL AUTHORITY AT 7:31 PM.

Respectfully submitted:



Carolyn Kidney, Administrative Assistant II, DPW