



# Water Pollution Control Authority

## REGULAR MEETING JULY 16, 2025 MINUTES

**Members Present:** Shawn Koehler, Paul Gilbert, Tom Walker

**Members Absent:** Dan Parisi (Chairman),

**Others Present:** Tom Modzelewski (WPCA Admin), Phil Kidney (WPCA Crew Chief), Marshall Gaston (Fuss & O'Neill), Kevin Flood (Fuss & O'Neill), Rob Grasis (Vernon WPCA), Bob Urso (UW Realty VII, LLC)

### **1. Call to Order**

Member, Shawn Koehler called the meeting to order at 6:33 pm

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

None

### **3. Approval of June 18, 2025, Public Hearing & Regular Meeting Minutes**

**MOVED (KOEHLER) SECONDED (GILBERT) AND PASSED UNANIMOUSLY TO APPROVE THE MINUTES OF JUNE 18, 2025, PUBLIC HEARING AND REGULAR MEETING.**

### **4. Old Business**

#### **1. Development of parcel 046-003-0002**

No Update.

#### **2. 7 Hilltop Extension Easement**

No Update.

#### **3. 79 Windermere Ave. & 14 Village St. Parcels**

Final connection details with comments from F&O were presented. The motion to accept the connection pending F&O review and comment was made at the June meeting. This property is approved to connect.

#### **4. Proposed Changes to the Vernon/Ellington Municipal Agreement**

Tom M. (WPCA Admin) provided an update that Ellington's proposed changes were submitted to Vernon. Rob Grasis (Vernon WPCA) informed the group that the Vernon Board was in agreement with the proposed changes and that the Vernon and Ellington Town Attorneys are working to finalize the amended agreement.

#### **5. 53 Wappingwood Rd. Sewer Expansion**

A follow-up discussion from the June meeting was held regarding where to source the allocation request for this property. Paul (Member) asked if DEEP is no longer involved in the decision to expand the sanitary sewer district to which both Tom M. (WPCA Admin) and Marshall (F&O) confirmed that DEEP has placed that choice on the Town. Tom M. further mentioned that a letter of concurrence has already been received from Planning & Zoning.

Ellington Water Pollution Control Authority  
July 16, 2025  
Regular Meeting Minutes

**MOVED (GILBERT) SECONDED (WALKER) AND PASSED UNANIMOUSLY TO APPROVE THE SANITARY SEWER DISTRICT EXPANSION TO ENCOMPASS THE 29.20 ACRE PARCEL LOCATED AT 53 WAPPINGWOOD RD, APN: 005-006-0000 AS WELL AS APN:002-024-0000, PARCEL APN: 005-055-0000.**

**MOVED (KOEHLER) SECONDED WALKER) AND PASSED UNANIMOUSLY TO ALLOCATE 22,800 GPD FROM THE HOCKANUM RESERVES TO THE NEW DISTRICT EXPANSION WHICH ENCOMASSES 53 WAPPINGWOOD RD, APN: 005-006-0000, AS WELL AS APN:002-024-0000, AND 50 WAPPINGWOOD RD APN: 005-055-0000.**

**5. New Business**

**1. 70 South Rd.**

The sewer connection detail for this property including review/comment from F&O was presented.

**MOVED (KOEHLER) SECONDED (WALKER) AND PASSED UNANIMOUSLY TO APPROVE THE SANITARY SEWER CONNECTION AS PRESENTED WITH F&O COMMENTS ON PLAN DATED JUNE 23, 2025.**

**6. Administrative**

**1. Fuss & O'Neill project updates**

**i. Vernon Pump Station**

**a) Pay Requisition 20**

Kevin (F&O) reviewed the work that was completed. Paul (Member) inquired as to why no general conditions were billed. Kevin (F&O) stated it is a billing to release retainage on items that were 100% complete.

**MOVED (KOEHLER) SECONDED (GILBERT) AND PASSED UNANIMOUSLY TO APPROVE THE PAYMENT FOR THE VERNON PUMP STATION UPGRADE TO THE ASSOCIATED CONSTRUCTION COMPANY FOR APPLICATION #20, INVOICE 23105-16 FOR WORK COMPLETED THROUGH MAY 31, 2025, IN THE AMOUNT OF \$103,474.38.**

**b) Schedule**

Kevin (F&O) and Phil (WPCA Crew Chief) updated the Board that the project is almost complete. There is still some outside clean up and repairs to be completed, as well as the exhaust fan, electrical enclosure, and sump pit cover grate. Phil stated that there was some damage done to the Dog Pound, which is believed to have been done by the dumpster that was placed in that area, Phil stated he had spoken to Steve (The Associated construction Company) and was ensured that it will be repaired. Kevin is awaiting a response to the pipe bonding completion.

**c) Change Orders**

Change order #10 regarding the exhaust fan was reviewed.

**MOVED (KOEHLER) SECONDED (GILBERT) AND PASSED UNANIMOUSLY TO APPROVE CHANGE ORDER #10 FOR THE ELECTRICAL CHANGES IN THE EXHAUST FAN, IN THE AMOUNT \$5,341.60 PENDING FINAL APPROVAL BY THE ASSOCIATED CONSTRUCTION COMPANY, FUSS & O'NEILL, AND THE WPCA ADMINISTRATOR.**

**ii. Task 4D I&I Phase 4**

No update.

**iii. Task 4E I&I Phase 5**

Tom M. (WPCA Admin) updated that Marshall (F&O) sent over a rain schedule, but this task will most likely be on hold until fall.

**iv. Task 15 Windermere Ave. Sewer Extension**

Marshall (F&O) provided an update that he had sent an email to J.R. Russo earlier in the day and had not gotten a response back. They are still waiting for information/permission to enter home from Resident's in the area in regard to collecting information to be able to design this project and ensure proper lateral locations.

**v. Task 18 Crystal Lake Force Main Sampling**

Marshall (F&O) provided an update that samples were collected on July 2<sup>nd</sup>. He has received some reports back and has a meeting tomorrow (7/17/2025) to go over the reports.

Tom M. (WPCA Admin) also reported that the WPCA crew has made 3 attempt to meter the H<sub>2</sub>S via a manhole however the meter is not collecting the data it should. A new meter needs to be ordered, however the vendor recommended to hold off on a purchase as a new meter model is being released in the next few months.

**vi. Task 16 Data Transcription**

Marshall (F&O) that this task has been started. There are approximately 2,300 of 7,000 entries completed to date.

**7. Fuss & O'Neill Billing**

The billing for June was reviewed.

**MOVED (GILBERT) SECONDED (WALKER) AND PASSED UNANIMOUSLY TO APPROVE INVOICE 0273402 FOR WORK FROM, MAY 24, 2025, THROUGH JUNE 27, 2025, FOR TASK 3C FOR A TOTAL OF \$20,829.30.**

**MOVED (KOEHLER) SECONDED (GILBERT) AND PASSED UNANIMOUSLY TO APPROVE INVOICE 0273403 FOR WORK FROM, MAY 24, 2025, THROUGH JUNE 27, 2025, FOR TASK 4E FOR A TOTAL OF \$1,436.50.**

**MOVED (KOEHLER) SECONDED (GILBERT) AND PASSED UNANIMOUSLY TO APPROVE INVOICE 0273404 FOR WORK FROM, MAY 24, 2025, THROUGH JUNE 27, 2025, FOR TASK 12 FOR A TOTAL OF \$1,270.75.**

**MOVED (GILBERT) SECONDED (WALKER) AND PASSED UNANIMOUSLY TO APPROVE INVOICE 0273405 FOR WORK FROM, MAY 24, 2025, THROUGH JUNE 27, 2025, FOR TASK 15 FOR A TOTAL OF \$360.50.**

**MOVED (GILBERT) SECONDED (WALKER) AND PASSED UNANIMOUSLY TO APPROVE INVOICE 0273406 FOR WORK FROM, MAY 24, 2025, THROUGH JUNE 27, 2025, FOR TASK 16 FOR A TOTAL OF \$363.25.**

**MOVED (GILBERT) SECONDED (WALKER) AND PASSED UNANIMOUSLY TO APPROVE INVOICE 0273408 FOR WORK FROM, MAY 24, 2025, THROUGH JUNE 27, 2025, FOR TASK 18 FOR A TOTAL OF \$2,154.25.**

**8. Other Administrative Topics**

**1. Budget**

Tom M. (WPCA Admin) presented the end of month collections. He also reviewed the Tax and Revenue Collector's processes for any delinquent accounts.

## **2. User Insurance Updates**

Tom M. (WPCA Admin.) updated that he had finally received a response from the potential vendor. The draft mailing that was sent was the same as the previous, which was missing information about services offered. He is waiting for the vendor's response.

## **3. Generator Quotes/Valve Pit Repairs**

Tom M. (WPCA Admin) updated that generator pad for Ketchbrook pump station had been installed. The transfer switch is on schedule to be installed early next week, and they are hoping to set the generator in place by the end of the week.

Tom M. also updated that the Town Electrician may have found some savings for the manual transfer switch docking stations to be installed at the Meadowbrook and Route 140 Pump Stations.

## **4. Asset Management Proposal**

No update.

## **5. Code Update**

Tom m. (WPCA Admin) provided an update that Carolyn (DPW Administrative Assistant) is working on finalizing the document. Once complete it will be sent to the Town Clerk to go through the process of getting it officially published, which Tom stated can take up to 2 months, per the Town Clerk. Carolyn stated she hopes to have it complete by the end of next week. In the meantime, the redlined document with the approved changes is available online at this time.

## **6. Stafford Quarterly Bills**

Tom M. (WPCA Admin) provided an update that the 2 last quarterly bills from Stafford had been received and submitted for payment.

## **9. Design, Construction & Maintenance Reports**

### **i. Pump Station Updates**

Phil (WPCA Crew Chief) stated that the run-time on the pumps at Ketchbrook is extensive. The pumps that are in the station now are old and have been rebuilt already. He has a spare but that one is also old and rebuilt.

**MOVED (KOEHLER) SECONDED (WALKER) AND PASSED UNANIMOUSLY TO APPROVE THE PURCHASE OF TWO SULZER SUBMERSIBLE PUMPS FOR THE KETCHBROOK PUMP STATION FROM CARLSEN SYSTEMS, IN THE AMOUNT OF \$25,887.00, AS PER QUOTE #2403-4826.**

### **ii. Overtime Report**

Phil updated that there was no overtime since that previous meeting.

### **iii. Other**

Phil and Tom (WPCA Admin) updated that the new truck has been ordered.

#### **10. Misc. Communications**

Tom M. (WPCA Admin) presented a letter of resignation from Board Member Aaron Foster. He asks that if the Board has any suggestions on who to fill the seat with, that they pass on the contact information.

#### **Adjournment**

**MOVED (KOEHLER) SECONDED (GILBERT) AND PASSED UNANIMOUSLY TO ADJOURN THE REGULAR MEETING OF THE WATER POLLUTION CONTROL AUTHORITY AT 7:44 PM.**

Respectfully submitted:



Carolyn Kidney, Administrative Assistant II, DPW