



**WATER POLLUTION CONTROL AUTHORITY  
Town Of Prospect, Connecticut**

**UNAPPROVED  
MEETING MINUTES  
TUESDAY MARCH 24, 2015**

**Members Present:** Christopher Wester, Derek Brown and Carl Montagano

**Members Absent:** Louis Booth and Chuck Witkowski

Chairman Wester called the meeting to order at 6:02 p.m.

**Approval of Meeting Minutes:**

**Motion by D. Brown** to approve the meeting minutes from February 24, 2015, **seconded by C. Montagano**  
**Unanimous.** Motion Carries.

**Administrator's Report:** The Administrator reviewed the attached report. Discussion followed with regards to the Aria metering station. The Administrator states she is still working on tracking down keys to open the cabinet so the phone line can be checked and hopes the issue is resolved within the next week. Discussion continued regarding the installation of QuickBooks onto the WPCA computer and the need to upgrade the current operating system from Windows XP to Windows 7. Chairman Wester thinks it is most definitely something that should be upgraded. The Administrator states that there has still been no contact from the Auditor. She adds that the Mayors office has also been trying to contact him. Regarding the Computer Maintenance Plan Agreement from Lightning PC Chairman Wester states it is something he will review before our next meeting to discuss then. The most recent phone and utility bills for the Progress Lane station were reviewed.

Chairman Wester requests a motion be made to move the item "Toll Brothers Sewer Construction Update" ahead of Correspondence to accommodate Gene McCarthy who had a report to present. **Motion by C. Montagano** to move "Toll Brothers Sewer Construction Update" ahead of Correspondence, **seconded by D. Brown,**  
**Unanimous.** Motion Carries.

**Toll Brothers Sewer Construction Update:** Gene McCarthy was present to provide an update on the Toll Sewer Construction for Phase IV and V. He presents a letter as well a map of Phase IV for review. With regards to Phase IV he states the map shows what has been completed and hooked to sewer thus far adding that no new buildings are underway at this time. He states most of the units in Phase IV are occupied. With regards to Phase V he states the installation began in November and ended in December adding all lines have been air tested although they have yet to do a video test. He adds the pads for two buildings have been started. C. Wester questions if there has been any trouble with rock and installing the lines. G. McCarthy states every foot of the sewer line was in ledge and he estimates about 37,000 cubic yards of rock have been taken out, but they have been blowing through it with no issues. C. Wester reads the letter from Gene McCarthy dated March 23, 2015 into the record. D. Brown

questions if G. McCarthy has heard any discussions regarding the discrepancy on sewer flow to water consumption. G. McCarthy states he hasn't really heard anything but adds there were two areas in Phase I and one section in Phase III where pipes were replaced, but it was noticeable that rock was on the pipes making a bubble when the pipes were videoed, however he adds there were no breaks and that's not to say that something hasn't occurred since those lines were videoed. There was no further discussion.

### **Correspondence:**

- A Computer Maintenance Plan agreement from Lightning PC. Chairman Wester states he will review the agreement prior to next months meeting.
- An invoice from PJS LLC dated 3/10/15 in the amount of \$188.00 for a requested inspection of the Aria flow meter stating a defective phone line was found. **Motion by D. Brown** to pay the invoice amount of \$188.00 from the sewer Use Account, **seconded by C. Montagano, Unanimous.** Motion Carries.
- The February 2015 summary of failures and repairs from the Chesprocott Health District citing no failures and no repairs inspected.
- An invoice from Frontier in the amount of \$70.49 for the Progress Lane phone line dated 3/11/15. As stated in the Administrator's Report the total due is \$44.59. The Administrator has been approved to submit payment.
- An invoice from Frontier in the amount of \$25.90 for the Progress Lane phone line dated 2/11/15. As stated in the Administrators report the bill was paid on 3/16/15.
- An invoice from Eversource dated February 20, 2015 in the amount of \$19.98 for the Progress Lane utilities. As reported by the Administrator the invoice was paid on 3/16/15.
- A copy of the proposed expense for sewer software support and printing of sewer bills from Quality Data Services, Inc for July 2015 - June 2016.

### **Old Business:**

**Aria Flow Meter Status:** Chairman Wester states this item was discussed under the Administrators report. There was no further discussion.

**Sewer Use Account and Capital Improvement Account Reconciliation:** Chairman Wester states the item was discussed under the Administrators report. There was no further discussion.

**Sewer Use Billing Status:** There was no business to discuss.

**Sewer System Permit Applications:** There were no applications to review.

**Open:** C. Montagano briefly address an issue with the Aria site plan that was recently addressed at a Planning and Zoning meeting. Discussion followed.

**Approve WPCA Clerk for reimbursement:** **Motion by C. Montagano** to approve reimbursement for the WPCA clerk, **seconded by D. Brown, Unanimous.** Motion carries.

**Adjournment:** **Motion by D. Brown** to adjourn the meeting at 6:51 p.m., **seconded by C. Montagano Unanimous.** Motion carries.

Respectfully Submitted,

Christopher Wester

Chairman