WATER POLLUTION CONTROL AUTHORITY
TOWN HALL MEETING ROOM B
REGULAR MEETING
WEDNESDAY, FEBRUARY 11, 2015

PRESENT: William Brennan, Eric Fanwick, David Taylor, Andrea Preston

OTHERS: Sandra Dennies, CFO; Tom Thurkettle, Director of Public Works; Mike Ahern, Field Engineer; Pete Lucia, Manager Integrated Systems

ABSENT: Rick Tomasetti, Bill Follett

REGULAR MEETING

Call to Order

Mr. Brennan called the Regular Meeting to order at 5:00 PM.

Approve the Minutes for the January 14, 2015 Regular Meeting

Mike Ahern had one correction to the FOG Program section, first paragraph, third line: It should read "Sent letters to permittees and thanked Cohen & Wolf for their help." A motion was made by Mr. Brennan to approve the Minutes as edited. The motion was seconded and carried.

FOG Program

Billing notices to regulated establishments have been sent out and checks are starting to come in with approximately 29% received. FOG sampling will commence in the next couple months.

No feedback yet from email sent to Norwalk, as they have not completed their billing, but we will keep them apprised so they are aware of all our efforts motivating compliance.

In the spring a trip will be set up to go to the Waste Water Treatment Plant.

Financial Items

Pete Lucia handed out a Balance Sheet through 6/30/14 because there had been a concern on the Reserve. There is approximately $600,000 of Reserve in Fund Equity in the Sewer Operating Fund. Mr. Fanwick questioned the $4.5 million in the undesignated fund balance on the Sewer Assessment page as to how that money could be used or if it is considered an asset. It cannot be used to pay off debt. It can only used for construction of new sewers or the bond debt. WPCA has no outstanding loans, no bonds, and we are not faced with any major issues as far as sewer is concerned. It was recommended that this Balance Sheet be reviewed every year by the WPCA.

Other Business

Mr. Brennan touched briefly on the need for the Goddard School Special Assessment. Sandy Dennies has not yet received the quote from Chris Karen. More than one quote is needed because it is an old sewer. This will be put on the Agenda for the next meeting as quotes will be in by that time.

44 Westport Road, a proposed affordable housing site, was discussed. The Town has spent a lot of time negotiating with the developer to find an alternate site. At this point, the Town is drafting a Sales Agreement for the Board of Selectmen to approve at the March 2nd Board of Selectmen meeting.

Mr. Brennan indicated that there will be a sewer extension to serve this facility. It will come in off of Old Station Road and go down Old Danbury Road. The builder will be putting in that sewer. Tom has reviewed all the plans, elevations, etc. It will serve the new apartment facility and enable future economic development of adjacent Town-owned land.

The key point negotiated was that the sewer be at the correct level. The Town felt this was extremely important for the development of the property to have the sewer be at the correct depths to enable the development of the remaining five acres of property. The Town is only selling one acre for this housing. Eventually this sewer extension will be brought to the WPCA. Lastly, there will be a special assessment on this new property when the construction of the 30-unit facility is finished.

The next meeting will be held March 11.

Mr. Brennan expressed thanks to all for confirming their attendance so that the quorum would be met for tonight's meeting.

There being no further business, the meeting adjourned at 5:15 PM.

Kris Fager
Recording Secretary

Balance Sheet

Through 06/30/14

Detail Listing

Include Rollup Account/Rollup to Account

Account	Account Description	Current YTD Balance	Prior Year Total Actual	Net Change	Change %
Fund Category	**Proprietary Funds**				
Fund Type	**Enterprise Funds**				
Fund	**401 - Sewer Operating Fund**				
	ASSETS				
10505	Cash	.00	2.00	(2.00)	(100.00)
10546	Central Disbursing Webster	3.21	.00	3.21	+++
10550	Webster Bank	531,250.90	522,888.60	8,362.30	1.60
11006	Investment - Webster Bank	50,090.90	25,000.00	25,090.90	100.36
13080	Due From General Fund	7,956.82	7,956.82	.00	.00
15010	Sewer User Charges Receivable	161,157.31	11,115.40	150,041.91	1,349.86
15020	Sewer Connection Fee Receivable	36,120.00	.00	36,120.00	+++
15520	Equipment and Machinery	45,860.54	45,860.54	.00	.00
15525	Accumulated Depreciation	(40,782.51)	(40,081.79)	(700.72)	(1.75)
	ASSETS TOTALS	$791,657.17	$572,741.57	$218,915.60	38.22%
	LIABILITIES AND FUND EQUITY				
	LIABILITIES				
20555	Due to General Fund	8,620.67	(57.50)	8,678.17	15,092.47
22005	Accrued Payroll	.00	1,298.58	(1,298.58)	(100.00)
22505	Accounts Payable	17,341.56	15,639.45	1,702.11	10.88
23020	Deferred Revenue User Charges	156,080.90	53,500.00	102,580.90	191.74
23025	Advanced User Charges	8,132.00	.00	8,132.00	+++
	LIABILITIES TOTALS	$190,175.13	$70,380.53	$119,794.60	170.21%
	FUND EQUITY				
20505	Reserve For Encumbrance Prior Year	12,133.56	12,133.56	.00	.00
21014	Reserve for WPCA Repairs	25,000.00	.00	25,000.00	+++
21510	Undesignated Fund Balance	(16,584.87)	(16,584.87)	.00	.00
21520	Fund Balance/Equity Unreserved	2,506.73	2,506.73	.00	.00
22006	Retained Earnings	504,305.62	504,305.62	.00	.00
	FUND EQUITY TOTALS Prior to Current Year Changes	$527,361.04	$502,361.04	$25,000.00	4.98%
	Prior Year Fund Equity Adjustment	.00			
	Fund Revenues	(826,349.02)			
	Fund Expenses	752,228.02			
	FUND EQUITY TOTALS	$601,482.04	$502,361.04	$99,121.00	19.73%
	LIABILITIES AND FUND EQUITY TOTALS	$791,657.17	$572,741.57	$218,915.60	38.22%
	Fund **401 - Sewer Operating Fund** Totals	$0.00	$0.00	$0.00	+++

Balance Sheet

Through 06/30/14

Detail Listing

Include Rollup Account/Rollup to Account

Account	Account Description	Current YTD Balance	Prior Year Total Actual	Net Change	Change %
Fund Category	**Proprietary Funds**				
Fund Type	**Enterprise Funds**				
Fund	**402 - Sewer Assessment Fund**				
	ASSETS				
10531	Janney Money Market	200,560.84	111,230.36	89,330.48	80.31
10550	Webster Bank	822,999.32	1,128,289.53	(305,290.21)	(27.06)
11031	Janney Investments	3,255,987.54	3,280,896.29	(24,908.75)	(.76)
13005	Due From Sewer Fund	215,604.02	215,604.02	.00	.00
13019	Due From Town Grant Fund	31,800.00	31,800.00	.00	.00
13080	Due From General Fund	.00	1,678.68	(1,678.68)	(100.00)
15505	Land	786.64	786.64	.00	.00
15515	Construction In Progress	.00	2,831,182.83	(2,831,182.83)	(100.00)
15520	Equipment and Machinery	19,407.10	19,407.10	.00	.00
15525	Accumulated Depreciation	(160,017.00)	(160,017.00)	.00	.00
15530	Sewer Mains And Extensions	10,927,353.98	7,945,064.76	2,982,289.22	37.54
15535	Accumulated Depreciation Sewer Mains	(6,411,529.36)	(6,184,295.44)	(227,233.92)	(3.67)
15540	Pump Station Improvements	5,984.52	5,984.52	.00	.00
15545	Accumulated Depreciation Pump Stations	(5,984.52)	(5,984.52)	.00	.00
16005	Current Capital Assessments	846,478.76	913,747.30	(67,268.54)	(7.36)
16010	Delinquent Capital Assessments	673.33	1,444.25	(770.92)	(53.38)
16015	Delinquent Assessment Interest	1,061.19	1,090.85	(29.66)	(2.72)
	ASSETS TOTALS	$9,751,166.36	$10,137,910.17	($386,743.81)	(3.81%)
	LIABILITIES AND FUND EQUITY				
	LIABILITIES				
20555	Due to General Fund	123.37	123.37	.00	.00
22505	Accounts Payable	.00	88,349.14	(88,349.14)	(100.00)
22537	Retainage Payable	9,970.35	9,970.35	.00	.00
	LIABILITIES TOTALS	$10,093.72	$98,442.86	($88,349.14)	(89.75%)
	FUND EQUITY				
20505	Reserve For Encumbrance Prior Year	385,034.00	385,034.00	.00	.00
21510	Undesignated Fund Balance	4,496,918.07	4,496,917.64	.43	.00
21520	Fund Balance/Equity Unreserved	1,052,550.22	1,052,550.22	.00	.00
22006	Retained Earnings	2,164,547.48	2,164,547.48	.00	.00
22011	Contributed Capital	1,940,417.97	1,940,417.97	.00	.00
	FUND EQUITY TOTALS Prior to Current Year Changes	$10,039,467.74	$10,039,467.31	$0.43	0.00%
	Prior Year Fund Equity Adjustment	.00			
	Fund Revenues	(112,804.82)			
	Fund Expenses	411,199.92			
	FUND EQUITY TOTALS	$9,741,072.64	$10,039,467.31	($298,394.67)	(2.97%)

Balance Sheet

Through 06/30/14
Detail Listing
Include Rollup Account/Rollup to Account

Account	Account Description	Current YTD Balance	Prior Year Total Actual	Net Change	Change %
Fund Category	**Proprietary Funds**				
Fund Type	**Enterprise Funds**				
	LIABILITIES AND FUND EQUITY TOTALS	$9,751,166.36	$10,137,910.17	($386,743.81)	(3.81%)
Fund	**402 - Sewer Assessment Fund** Totals	$0.00	$0.00	$0.00	+++
Fund Type	**Enterprise Funds** Totals	$0.00	$0.00	$0.00	+++
Fund Category	**Proprietary Funds** Totals	$0.00	$0.00	$0.00	+++
	Grand Totals	$0.00	$0.00	$0.00	+++