

**TOWN OF TOLLAND, CONNECTICUT  
WATER POLLUTION CONTROL AUTHORITY  
REGULAR MEETING MINUTES OF DECEMBER 21, 2010**

**Members Present:** John Konrad, Chair  
Todd Rolland, Vice Chair  
Jim Williams, Secretary  
Perne Maynard  
Bruce Allen  
Michael Longenbaker, Alternate  
Matthew Rood, Alternate

**Others Present:** Jennifer Usher, PE, Town Engineer & Public Works Administrator

1. **Call to Order:** John Konrad, Chair called the meeting to order at 6:14p.m. in Council Chambers.
2. **Public Comment:** Todd Rolland read correspondence received from Maureen Brown of 589 Old Post Road.
3. **Public Hearing:** Consideration of establishing the User Charge for the FY2010-2011 at a rate of \$9.93 per 1,000 gallons of wastewater discharged to the Town of Tolland's sanitary sewer system. The proposed user fee would be effective with the next billing.

John Konrad opened the public hearing by reading the public notice.

The Tolland Water Pollution Control Authority will conduct a Public Hearing on Tuesday, December 21, 2010 at the Hicks Memorial Municipal Center in the Town Council Chambers located at 21 Tolland Green commencing at 6:00p.m. for the purpose of:

Establishing the User Charge for the FY2010-2011 at a rate of \$9.93 per 1,000 gallons of wastewater discharged to the Town of Tolland's sanitary sewer system. The proposed user fee would be effective with the next billing.

A copy of this notice has been filed in the Town Clerk's Office at 21 Tolland Green. During this hearing, correspondence will be received and public comments will be heard. Any party needing an accommodation or having questions, please contact the Department of Engineering at 860-871-3601.

There was no public comment.

Perne Maynard/Todd Rolland motion to accept the proposed user rate. The motion passed unanimously.

4. **Operator Report:** In the absence of the operator, John Konrad tabled this item.

## **5. Route 195 Sewer Extension Project**

- A. Construction Update. Jennifer Usher said that the project was complete with the exception of the final paving which would be completed in the spring of 2011.
- B. User fees for commercial customers with private wells. Jennifer Usher relayed to the commission that Pat's Power Equipment was inquiring into connecting to the new sewer line. She said that they are on well water and that according to regulations a meter must be installed on the well in order to charge for usage for non-residential customers that are not on public water.

The Commission discussed alternative methods of monitoring and charging. John Konrad said that perhaps they should contact Vernon to discuss alternative methods including estimating and yearly recordings.

## **6. Old Post Road Inspection & Report**

- A. Inspection Status Report. The Board briefly reviewed the chart on hydrogen sulfide in the manholes, but tabled the item until they can discuss it with Jason Hofmann. John Konrad noted that Jason Hofmann did not silicone the manholes possibly because of the low ground temperatures.
7. Grease Interceptors – Status Report. John Konrad said he talked to Ed at Tolland Pizza. Ed does not have much information on the construction of their tanks. Todd Rolland said it is not all together evident if all the grease lines are going into the interceptor. He said the interceptor behind the Tavern House Grill is not in good shape. There are three untouched tanks off in the grass that may or may not be connected anymore. The manholes behind them have grease in them. John Konrad said that Jason Hofmann said Skips Septic installed the tanks there. Jason Hofmann had the as-builts, which he forwarded to Jennifer Usher. Todd Rolland said the interceptors at the Big Y looked pretty good. John Konrad said the owner of the Tolland Pizza has been having his pumped regularly. He said buildings are 30 years old and the grease traps were there before the owner's time. The owner is not aware of how the pumping is done. There are two chambers, an inlet and an outlet. Jennifer Usher said there is a possibility the units are malfunctioning and need to be replaced.

There was some discussion about who the town's customer is for the Tavern House Grille—the restaurant or Meetinghouse Commons—and so who, therefore, would be responsible for pump outs, the owner or the tenant. It was noted that the Tavern House Grille and Lees Garden Restaurant don't have separate grease traps. Jennifer Usher said she has spoken to the property manager at Meetinghouse Commons, but she has not gotten any reply to letters sent to the individual establishments. John Konrad said it would seem that Meetinghouse Commons would be the responsible entity. The Board agreed that determination of who is responsible needs to be squared away, and then a letter should be sent to the offender that they are in violation of the regulations and subject to fines. The Board agreed to make sure a discussion of grease interceptors is on next month's agenda, so they can agree on how to levy

and handle fines. On a separate note, Jennifer Usher said the owner of Meetinghouse Commons has inquired about the cost of hooking up to the public water system.

8. **Old Post Road Pump Station** – Vent Screen & Ligthing: Jennifer Usher noted that the responsibility for this item has been moved to Public Works. Jason Hofmann will be providing a quote.
9. **Gerber Pump Station Upgrades**: This item has been tabled until the Board can discuss it with Jason Hofmann.
10. **Assessments, Design Flows, Impact & Connection Fee Investigation** – Status Update. This item has been tabled until it can be discussed with Fuss & O’Neill.
11. **Phase II Facilities Plan**. Jim Williams has been in email contact with Kurt Mailman from Fuss & O’Neill. Fuss & O’Neill will be sending the Board a draft and they expect to have information at their January meeting. John Konrad said the earliest wrap-up on this would be expected to be in February, which he feels is too slow. He would like to get this to the DEP as soon as possible to get their comments. Jennifer Usher said they are waiting on a proposal for the services from Fuss & O’Neill.
12. **Education** – Septic System Care & Maintenance. John Konrad said he put an article in Tolland Monthly with this information. Perne Maynard added that the Tolland Patch news web site is also providing some space for them to get information out to the public.
13. **Finance & Budget**
  - A. YTD Report. The Board reviewed the report. Jennifer Usher noted that the Sinking Fund will always be \$2,000 for the year and asked if that should be left on the report. Jim Williams asked that it be kept there. Jennifer Usher also noted if any members have questions when reviewing the reports, they can email Chris Hutton with their questions at [chutton@tolland.org](mailto:chutton@tolland.org).

Matt Rood asked why the autodialer costs are so high. There was discussion whether these reflected long-distance calls to Jason Hofmann’s cell phone. Matt Rood said he will check with Jason Hofmann on this.
  - B. 5-Year Capital Budget Plan. Jennifer Usher said she met with the Vice Chair of the Water Commission and the Town Manager about capital projects. She said the Town Manager wants to see the WPCA’s budget on capital projects by the first Town Council meeting in February. She said Jason Hofmann gave them a good head start and that some items will require engineering and design which may need to be farmed out. She suggested she and John Konrad meet with the Town Manager to go over these items. She will let John Konrad know when they can meet.
14. **CAWPCA Fall Workshop Report** – John Konrad & Perne Maynard. Perne Maynard provided a brief report about the workshop in members’ packets. He said it sounded like

there will be a lot of new people at the DEP with the new administration, noting that their mandate is the same for both towns and the DEP—to protect the waters.

John Konrad said there was an interesting discussion about what was done in Old Saybrook, namely installing individual treatment plants. He said the town did a lot of interface with the public to get them on board, and he said it would seem as they go forward with their own Facilities Plan that they take the same approach holding neighborhood meetings.

15. **Other WPCA Business – Status Review & Updates:** These items were tabled. Perne Maynard noted that John Konrad provided him with four towns that have pumpout ordinances, and it seems the Chatham Health District took a logical approach with their ordinance. He said he'd like to check to see if their plan was approved by the DEP as they could then take their ordinance and modify it to fit Tolland.

#### 16. **Approval of Minutes**

- A. Approve minutes of November 16, 2010 Regular Meeting. Todd Rolland/Perne Maynard motion to approve the minutes. Motion was unanimously approved.
- B. Approve minutes of November 18, 2010 Special Meeting. Bruce Allen/Perne Maynard motion to approve the minutes. All members voted to approve, with the exception of Jim Williams, who abstained. Motion passed.
- C. Approve minutes of November 24, 2010 Special Meeting. Jim Williams/Todd Rolland motion to approve. All members voted to approve, with the exception of Bruce Allen, who abstained. Motion passed.

17. **Topics for Next Agenda:** The Board agreed to discuss the FOG ordinance at their next Special meeting. Mike Longenbaker suggested they discuss proposing funding for additional administrative staff support in the capacity of an assistant with some technical background. There was discussion that some of the costs for this new position might be offset by lower costs incurred when Jennifer Usher is freed up to do more engineering work in-house, therefore not farming it out.

John Konrad and the Board took a few moments to formally recognize and express their appreciation to Jennifer Usher for her significant contributions to the Board since she was hired by the town seven months ago.

18. **Adjournment:** Todd Rolland/Perne Maynard motion to adjourn the meeting and pay the clerk at 8:05p.m. Motion was unanimously approved.

Respectfully submitted,

Annie Gentile  
Clerk