

The Work Session of the Water Pollution Control Authority was called to order by Chairman Michael DeAngelis at noon in Room 305 of Shelton City Hall, 54 Hill Street, Shelton, CT 06484 on Friday, January 23, 2009.

The following Commissioners were in attendance.

Commissioner Michael DeAngelis
Commissioner Stephen Morse
Commissioner Regis Dognin
Commissioner Bronislaw Piotrowski

Absent: Commissioner Richard Jager
Commissioner Edwin Hellauer
Commissioner Todd Dowty
Commissioner Anthony Presutto

Also attending: Thomas Sym, Sewer Administrator

1. PLEDGE OF ALLEGIANCE

The Pledge of allegiance was recited.

Commissioner DeAngelis said there are two ways we can do this. One is to go to the Aldermen to get it changed so that the residents are to pay 100% of the cost and it is self-supporting and we don't subsidize it.

Or the second way is do we still pay one third? We will have to talk to Ramon Sous, the Mayor and Board of Aldermen.

We should put out a narrative in the meanwhile so they have an understanding.

Commissioner Morse said we need to add somewhere "or at WPCA discretion" so we can ask the City to participate if it is an extension or something.

Tom Sym agreed. If you have a line like Driftwood Acres, that was a major trunk line and then fed the neighborhoods – you can break it up into Phases; Phase 1 and Phase 2 and future phases and absorb a portion of the trunk line.

Commissioner DeAngelis said the current situation lets do first so we have something to hand out now to residents.

There was discussion of the purpose, which is to inform and provide information to the residents of how to get neighborhood sewer connections and developments and sewer line extension as they relate to the new sewer shed areas.

Lori Gibson distributed the written procedure of how to obtain public water, which was used as a template.

There was discussion of Valley Health and their involvement.

After much discussion, the following is the draft of what was put together from the meeting:

PROCEDURE FOR RESIDENTS TO OBTAIN PUBLIC SANITARY SEWERS

(This procedure is intended to provide guidance for those citizens inquiring about bringing public sanitary sewer to their neighborhood. It is not intended as a substitute for the law nor is it intended to be all-inclusive.)

The process begins with a show of interest among lot owners / home owners in the interested neighborhood.

Step 1 One way to determine interest or the lack thereof is for one or more of the interested parties to circulate a petition. A replica of such a petition can be obtained from the Sewer Administrator.

The completed petition is submitted to the Sewer Administrator. The Sewer Administrator then determines the geographic area affected using the Assessors' maps and compiles a complete list of contiguous lot owners within the petitioned area. These maps will accompany the petition form so you will know which property owners to approach to sign the form indicating interest in researching the possibility of initiating a petition. The Sewer Administrator then makes a count of petitioners against lot owners to determine if interest exists at that point. If there is majority interest, he refers the request to the WPCA.

Step 2 The SEWER ADMINISTRATOR/WPCA:

- at a scheduled meeting shall verify the extent of homeowner interest
- identifies the approximate area of the proposed extension
- may schedule the public hearing on the petition
- publishes notice of the public hearing in a newspaper no later than seven days prior to the hearing.

STEP 3 The Sewer Administrator prepares and provides the petitioners and the public with cost estimates of the proposed sanitary sewer main extension including laterals. The City goes out to bid for this project in order of magnitude estimate (high to low).

STEP 4 The Water Pollution Control Authority must determine that a clear and convincing 2/3 majority exists for (*or against*) the sanitary sewer main installation petition. If it is not clear from statements made at the public hearing, the Sewer Administrator may order a written ballot survey of the property owners affected and use these results to decide the question.

STEP 5 The WPCA, following the public hearing, must act to determine the project funding for the project. If funds are appropriated, the project proceeds.

STEP 6 Upon completion of the project, each homeowner/lot owner will then be responsible for his/her proportionate share of the cost regardless of whether or not they were in favor or against the project and whether or not they choose to connect to the public sanitary sewer main.

PROPORTIONATE SHARE FORMULA:

- The number of residential lots capable of being served by the sanitary sewer main is divided into the total project cost to yield each proportionate share. (Based upon Ordinance 217 or the revised Ordinance #)

The City does not share in the cost of a sanitary sewer main installation and the role of the WPCA is to facilitate the process, determine interest and "front" the project money.

Upon determination of each lot owner's proportionate share of the cost, a list of property assessments to be levied is made up showing each property owners assessment.

STEP 7 The WPCA then holds a final public hearing on the sanitary sewer main assessments no later than 60 days following determination of the proposed assessments and notice of the hearing is published in a newspaper no later than seven days prior to the hearing date. Property owners are sent total project cost expense data and a statement showing how assessments were arrived at.

Notice of the proposed assessment is then mailed to each property owner along with notice of the public hearing.

Said assessment is due and payable by the owner of record. Assessments may be paid in a lump sum or annual installments plus interest.

Assessments on farmlands, forest lands or open space land shall be deferred until such land is built upon or a building permit is issued or until subdivision approval is granted.

DRAFT 01/23/2009/sewerprocedure09

Note: Side B Tape 1 would not record. Minutes taken from notes taken.

8. ADJOURNMENT

There being nothing more to discuss at this meeting, the meeting adjourned at 1:32 p.m.

Respectfully submitted,

Linda M. Hooper Clerk 2 tapes on file with the City/Town Clerk