

**TOWN OF WINDSOR LOCKS  
WATER POLLUTION CONTROL AUTHORITY  
REGULAR MEETING MINUTES  
TUESDAY, JULY 8, 2025**

**MEMBERS PRESENT:** Scott Storms, Jon Savino, Jim Cannon, Robert E. Crochetiere, Daniel Flanagan, Jacob LaValley

**MEMBERS ABSENT:** Brian Pham, Brenda Frawley-Wojtas

**ALSO PRESENT:** Tom Arnone (WPCA Superintendent)

**CALL TO ORDER:** Scott Storms called the meeting to order at 5:34 PM at Windsor Locks Town Hall in the Central Conference Room. The meeting was streamed via Zoom.

**PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited by those in attendance.

**PUBLIC INPUT:** *Michael Ciarcia, 15 Meg Way* – 1. Thanked the board members for not increasing the residential rates for the upcoming year. 2. The board should know that Tom Arnone and he had an awesome 1:1 meeting. As a rate payer, he felt much better walking out of the building than walking in. 3. Asked if someone can explain to the board members what the status of the bills is.

**MINUTES:** Jacob LaValley made a motion “**to approve the minutes from the Tuesday, June 10, 2025, Regular Meeting and Public Hearing**”. Motion was seconded by Jon Savino. Without further discussion the motion passed with 4 votes in favor, 2 abstention and 0 opposed.

**SUPERINTENDENT’S REPORT:** Tom Arnone shared the operating report with commissioners. He noted that the quarterly toxicity test daphnia pulex (water flea). There was a 96% survival rate. This number is lower than usual, but there have been concerns raised over the testing facilities. Tom Arnone shared an update that the dismantling of the inoperable 41-year-old Belt Filter press #2 is complete. This work was done with all in house staff. Another in-house project that staff are working on is installing new waste pumps installation. Tom Arnone noted that the Belt Filter Press #1 sheard the drive shaft/roller. There is a replacement roller from the press that was dismantled. This was repaired and is now operable. By completing the project in less than two weeks, there will be no impact on the budget. Tom Arnone noted that they are looking for the new screw press to be up and running in August. There was a lot of rot found in the steel structure of the conveyor . The manufacturer is looking into replacing the old conveyer with a new one. They will use operating funds with no impact on the budget.

Tom Arnone shared that ARPA funded project updates. He noted that the Halfway House pump station is scheduled to be completed mid-to late August. The Scum Concentrator is waiting on shipping. The airport pumping station is being worked on with Barton & Loguidice. The emergency generator is staged and ready to go. The inflow and infiltration study is moving forward.

Discussion occurred on drainage and work being completed on the roads. Scott Storms noted that changes were made by Tom Arnone and the engineers on a project which allowed for a fix and completed within budget.

Billing was finished on July 1<sup>st</sup>. This years revenue is \$2,728,155.30. Last year was \$2,564,382.60.

Commercial Accounts - \$905,182.00

Industrial Accounts - \$229,168.50

Commercial Wells - \$13,600.00

Public - \$43,698.50

Residential Wells - \$24,724.64

Residential - \$1,511,356.66

Un-Coded - \$425.00

Total = \$2,728,155.30

Tom Arnone noted that thanks to the help of Jason Lathrop and Peter Juszycnski the billing has been carefully reviewed. Standard operating procedures (SOP) are being developed for all staff to be trained in how the billing needs to be completed in the future.

**FINANCIAL REPORTS:**

- a. **Expenditure Summaries and Revenue Summary for May 2025:** The statements were presented.
- b. **Operating STIF and Capital STIF for May 2025:** The statements were presented.
- c. **Webster Operating and Webster Capital Checking for May 2025:** The statements were presented.
- d. **Multibank Securities – CD Investments for May 2025:** The statements were presented.
- e. **Maturities of Investments:** The statements were presented.

Tom Arnone noted that at the August meeting, all account balances will be completed and ready to present and to be closed out by WPCA commissioners.

Robert E. Crochetiere shared information about the rates on the bonds and said that he was extremely pleased with the report.

Robert E. Crochetiere made a motion “**to approve financial reports A through E as of May 2025**”. Motion was seconded by Jon Savino. Without further discussion, the motion passed with 6 votes in favor and 0 opposed.

**CORRESPONDENCE:** None

**OLD BUSINESS:**

- a. **Budget:** No update.

**NEW BUSINESS:**

- a. **Status of Current Dewatering Press:** Shared during Superintendent’s Report.
- b. **Delay of Bill Issuance/Pair with Tax Mailings:** Scott Storms noted that the tax bills are delayed for the town. After discussing with Tom Arnone, it was decided to send out the WPCA bills now instead of when the tax bills go out.
- c. **Refunds:** Scott Storms explained that there were 2 prior year refunds totaling \$521.93 and 1 current year refund in the amount of \$40.80, with a grand total of \$562.73 that needed to be approved by the commission.

James Cannon made a motion “**to approve the prior year refunds in the amount of \$521.93 and current year refund in the amount of \$40.80, with a grand total refund of \$562.73.**” Motion was seconded by Jacob LaValley. Without further discussion, the motion passed with 6 votes in favor and 0 opposed.

**BOARD MEMBER COMMENTS/QUESTIONS:** Scott Storms thanked Tom Arnone and his team for thier work, as well as helping with the DPW department as needed. The DPW Director will be July 21<sup>st</sup>, 2025.

Robert E. Crochetiere asked for clarification on the generator. Tom Arnone updated that they are working on bringing it to WPCA after the board approved a bid waiver.

**ADJOURNMENT:** Daniel Flanagan made a motion “**to adjourn**”. Motion was seconded by Jon Savino. The meeting adjourned at 6:09 PM.

Respectfully submitted,  
Emily Kalenauskas  
Recording Secretary