



## TOWN OF OXFORD

S.B. Church Memorial Town Hall  
486 Oxford Road, Oxford, Connecticut 06478-1298  
[www.Oxford-CT.gov](http://www.Oxford-CT.gov)

### WATER POLLUTION CONTROL AUTHORITY MINUTES OF MARCH 29, 2017 REGULAR MEETING OXFORD TOWN HALL

#### **CALL TO ORDER**

Chair Fred D'Amico called the meeting to order at 7:05 P.M.

Present: Larry Ellis, Bob Farnum

Staff: Scott Halstead, Maintenance Supervisor

Absent: Bob Peck, Karl Borkowski

#### **REVIEW AND APPROVAL OF MINUTES**

Corrections under RT 67 As-Built, the engineer will add the field notes to the drawing.

**MOTION** by Larry Ellis to approve the corrected 2/22/2017 regular meeting minutes. Second by Bob Farnum. Motion unanimously approved.

#### **AMENDMENT TO THE AGENDA**

**MOTION:** Larry Ellis moved to add Oxford Town Center, LLC applications to the agenda. Second by Bob Farnum. Motion unanimously approved.

#### **AUDIENCE OF CITIZENS** – None

#### **APPLICATIONS**

Reviewed and discussed the applications and submitted site & utility plans. Discussion on an application is needed for each building and permit issued for each unit. Each unit needs a lateral to the main line.

**MOTION** Larry Ellis moved to give approval to application #3-1701, the restaurant located at 278-A, with the following Conditions of Approval.

1. Impact fee of \$3,000.00, per Commercial /Industrial unit.
2. Permit fee of \$270.00.
3. As-Built submitted for review and approval by WPCA.
4. Final As-Built Mylar and pdf copy equal plan/profile sheets measuring 24"x36" in width and length.
5. The applicant is to abide by all the Oxford WPCA Rules and Regulations.
6. All payments are to be made to the Town of Oxford.
7. Performance bond of \$10,000 is required before start of project.
8. The application & approval will expire after 5 years if work is not started.

9. A letter of release from the Benefit Assessment Contractor starting that the applicant has paid all the fees relating to said sewer line.
10. Each unit needs a lateral to the main and it needs to be shown on the plan that way.

Second by Bob Farnum. Motion unanimously approved.

**MOTION** Larry Ellis moved to give approval to application #3-1702, retail space located at 278-1, with the following Conditions of Approval.

1. Impact fee of \$3,000.00, per Commercial /Industrial unit.
2. Permit fee of \$270.00.
3. As-Built submitted for review and approval by WPCA.
4. Final As-Built Mylar and pdf copy equal plan/profile sheets measuring 24"x36" in width and length.
5. The applicant is to abide by all the Oxford WPCA Rules and Regulations.
6. All payments are to be made to the Town of Oxford.
7. Performance bond of \$10,000 is required before start of project.
8. The application & approval will expire after 5 years if work is not started.
9. A letter of release from the Benefit Assessment Contractor starting that the applicant has paid all the fees relating to said sewer line.
10. Each unit needs a lateral to the main and it needs to be shown on the plan that way

Second by Bob Farnum. Motion unanimously approved.

**MOTION** Larry Ellis moved to give approval to application #3-1703, the day care located at 290 Main Street with the following Conditions of Approval.

1. Impact fee of \$3,000.00, per Commercial /Industrial unit.
2. Permit fee of \$270.00.
3. As-Built submitted for review and approval by WPCA.
4. Final As-Built Mylar and pdf copy equal plan/profile sheets measuring 24"x36" in width and length.
5. The applicant is to abide by all the Oxford WPCA Rules and Regulations.
6. All payments are to be made to the Town of Oxford.
7. The application & approval will expire 5 years if work has not started.
8. Utility plan for the building.
9. Prior to starting of construction, the applicant will be required to pay all costs of inspection of main line per regulations at a charge of \$4.00 per linear foot. (513LF X \$4 = \$2052).
10. Add a manhole to the end of main line that runs in back of day care building.
11. The applicant is required to maintain the sewer system.
12. Main line must be air-tested.

Second by Bob Farnum. Motion unanimously approved.

## **OLD BUSINESS**

### **Towner Lane Force Main Corrosion**

Contract is still under review. Work needs to be started before June 30 2017.

### **RT 67 As Built**

Still waiting for As-Built Mylar plans. Chairman Fred D'Amico will discuss this with Mr. Haynes.

## **REPORT FROM STAFF**

Inspections will be done at the High School and Market 32 to see if there is an increased usage.

Letter requesting office space was sent to the Selectmen.

## **REVIEW AND APPROVAL OF FINANCIAL REPORTS AND BILLS**

Reviewed appropriation summary as of 3/30/17. Motion: Mr. Ellis moved to approve the report. Second by Bob Farnum. Motion unanimously approved.

## **OTHER BUSINES**

An employee evaluation will be done at the next meeting.

A letter will be sent to the Town recommending salary increase for staff.

## **ADJOPURNMENT**

**MOTION** by Larry Ellis to adjourn at 8:15 P.M. Second by Bob Farnum Motion unanimously approved.

FILED SUBJECT TO APPROVAL

Respectfully submitted



Cynthia Peck  
WPCA Clerk

17 APR -5 PM 3:56  
TOWN OF OXFORD, CT  
*Margaret A. Ulvestad*  
TOWN CLERK