

MINUTES

WEBEX REGULAR MEETING

WATER POLLUTION CONTROL AUTHORITY

January 8, 2026

PRESENT:

Director, Joseph Fazzino
Deputy Director, Theresa Spalletta
Chief Engineer, Brian Robillard

Chairman, Brian Gartner
Commissioner, Jack Pieper
Commissioner, Anthony Mazzotta
Commissioner, Tami Kapacziewski

I. Open Meeting (6:32pm)

1. Public Hearing

Present from the public was Carol Cadett of 25 Hickory Circle in Middletown. She was present about her water bill she wanted to resolve that was several years old (11/1/2020) that was incorrect due to the cubic feet mentioned improperly. Apparently, it was read at 42,300 CF instead of what it should have been 4,230 CF instead. This would be closer to her consumption as living as a single person. So she came to ask for a good will adjustment in regards to this old billing error. There was some further discussion and then the item was placed on the agenda to be heard by the WPCA.

A motion was made by Commissioner Kapacziewski and seconded by Commissioner Mazzotta to add to the agenda a good will adjustment for 25 Hickory Circle in Middletown labeled under Item IV. New Business. Motion was approved unanimously.

No one else from the public was present so the public portion of the meeting was closed.

II. Reports, Minutes and Correspondence

1. Minutes of Special Meeting of December 11, 2025

A motion was made by Commissioner Kapacziewski and seconded by Commissioner Mazzotta to approve the Minutes for the Special Meeting of December 11, 2025. Motion was approved unanimously.

III. Transfers/Fund Updates

1. Monthly Fund Balance Report – October

This report was for informational purposes only.

2. Income/Consumption Report

This report was for informational purpose only.

3. Collection Report – August 2025

This report was for informational purposes only.

IV. Old Business

1. Litigation Letter regarding Metro Square

No new information was available at this time.

2. Proposed Water Shut Off Policy

Deputy Director Spalletta indicated that she is looking for a go ahead to start looking into creating a shut off policy and if we can make it more stringent on how we treat costumers. Deputy Director Spalletta gave the WPCA Commissioners all the regulations allowing us to do this and background history on this, and the backup information showing that every other utility in the State of CT does shut-off their water. Commissioner Kapacziewski asked if there are other towns showing examples of their shut off policies comparable to Middletown and Deputy Director Spalletta indicated yes and stated them again (Bristol, Meriden, Torrington, etc.) Director Spalletta listed every town and cost of reconnection in the current packet and the last thing is the regulations for all residential and businesses. There is a difference between shutting off a residential property compared to a business property was explained. April was mentioned if payments were not made, for example, water cannot be shut off. Deputy Director

Spalletta would like to define a plan since we have one customer owing like a \$10,000. There was some further questions about this.

Chairman Gartner then intervened and gave his opinions on this matter. He would like to be presented along with the WPCA a draft policy to look at first. The WPCA needs to deliberate as a body since half the members were not present at the meeting tonight, also there is a new Councilmatic Representative joining the WPCA, and also will need approval from both caucus since this would be adopted as an ordinance. Chairman Gartner asked the WPCA their thoughts going further and further discussions were spoken about. Director Fazzino did indicate that a workshop can be put together to start the process properly and take like six-month's to work this out and get put into place so the policy can begin to be put into draft and then maybe schedule a workshop in February. All were in agreement.

IV. New Business

1. Draft Inter-Municipal Agreement between Middletown and Middlefield for Water Service

An Inter-municipal agreement was proposed to extend City water service into Middlefield for specific properties. Chief Engineer Robillard went into details and stated that Victory Church is expanding their building, which in turn, they need to update and extend their water service from our water system, which they are located in Middlefield. Victory Church has been working with the Town of Middlefield in order to complete this. Chief Engineer Robillard stated that we would have to make an adjustment since there in an exclusive area with the State and service some people in the area with water and not supposed to go outside of this area so this service area will need to be adjusted and agreement would be between Middletown and Middlefield noting this new water service. This agreement will state who will be serviced (35 parcels), a map was attached for reference where the water main is going to go. Middlefield was in agreement with this draft agreement and looking for approval with the WPCA and we would maintain the water service. There were some further discussions on this matter.

A motion was made by Commissioner Mazzotta and seconded by Commissioner Kapaczewski to approve the draft Inter-Municipal Agreement between Middletown and Middlefield for Water Service. Motion was approved unanimously.

2. Proposal for Sumner Brook pipe bridges

Chief Engineer Robillard stated that we went to hire an engineering firm to design the repair and replacement to pipe bridges for Sumner Brook. Chief Engineer Robillard stated that he received the RFP's on Tuesday afternoon but nothing from Purchasing yet to review them but received two proposals from Prime Engineering and AI Engineering. Director Fazzino stated that one bridge is located south of Walgreens that could turn into an emergency and the other is located on Russell Street where a sewer line crosses a stream that needs to be taken care of, as well, before it becomes an emergency as well.

Chief Engineer Robillard will hopefully have the proposals reviewed by the next WPCA meeting.

3. Memo from Director re: GSIF Transfers

Director Fazzino spoke in regards to the Bid Waiver and was looking for an approval of GSIF Transfers in order to move forward as indicated in his memo handed out to all WPCA Commissioners explaining in greater details what is was regarding. Resolution as follows:

RESOLUTION

Be it Resolved by the Water Pollution Control Authority of the City of Middletown: That the following GSIF Lien Items be transferred as indicated: and

Be it further resolved: That the total amount in the sum of \$66,875.56 be transferred into the existing Pamecha Ave Sewer Replacement line as indicated.

Transfer:\$31,875.56

From: 2060-70700-79028-0000-00000-0000-000. GSIF: Emergency Repairs
To: 2060-70700-79810-0000-00000-0000-000, GSIF: Pamecha Ave Sewer Replacement

and,

Transfer: \$35,000.00

From: 2060-70700-79833-0000-00000-0000-000 GSIF Replacement John Deere Mini
To: 2060-70700-79810-0000-00000-0000-000, GSIF: Pamecha Ave Sewer Replacement

A motion was made by Commissioner Kapacziewski and seconded by Commissioner Pieper to approve the GSIF Transfers. Motion was approved unanimously.

4. Good Will Adjustment for 24 Hickory Circle - Cadett

A motion was made by Commissioner Kapacziewski and seconded by Chairman Gartner to approve the good will adjustment in the amount of \$3,826.98 for 24 Hickory Circle, Middletown. Motion was approved unanimously.

V. Staff Reports

1. Department Operational Updates

Deputy Director Spalletta provided the Department Operational Report for December in the packet. This was for informational purposes only.

2. Engineering Reports – Update

Chief Engineer Robillard was present to provide the engineering report summarizing the work of the engineering staff completed last month.

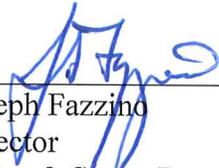
VI. Executive Session – None

VII. Adjournment

A motion was made by Commissioner Kapaczewski and seconded by Commissioner Mazzotta to adjourn the meeting. The motion was approved unanimously.

The meeting adjourned at 7:34p.m.

Respectfully submitted:



Joseph Fazzino
Director
Water & Sewer Department