



Greater New Haven Water Pollution Control Authority

260 East Street New Haven, CT 06511
203.466.5280 p 203 772.1564 f www.gnhwpc.com

"PENDING APPROVAL AT THE NEXT BOARD OF DIRECTOR'S MEETING"

REGULAR MEETING OF THE
GREATER NEW HAVEN WATER POLLUTION CONTROL AUTHORITY
BOARD OF DIRECTORS
TUESDAY, DECEMBER 8, 2015 6:00 P.M.
260 EAST STREET
NEW HAVEN, CONNECTICUT

The regular meeting of the Greater New Haven Water Pollution Control Authority was held December 8, 2015 at 6:00 P.M. at the GNHWPCA offices, 260 East Street, New Haven in order to transact the following:

Chairman Paolillo called the meeting to order at 6:00P.M.

Roll Call:

Director's present: Director Joyce Alton, New Haven
Director Michael Fimiani, New Haven
Chairman Alphonse Paolillo, New Haven
Director Clayton Williams, New Haven
Director Anthony Criscuolo, East Haven
Director Robert Natri, East Haven
Director Russell Cyr, Hamden
Director Jeffrey Ginzberg, Woodbridge

Director absent: Vice Chairman Stephen Mongillo, Hamden

Also present: Sidney J. Holbrook, Executive Director
Gabriel Varca, Treasurer
Gary Zrelak, Director of Operations
Thomas Sgroi, Director of Engineering
Glenn Santoro, Esq., Robinson & Cole, LLP
Deborah L. Torre, Secretary

1. Approval of minutes of November 10, 2015 – Regular Meeting.

Director Cyr made the following motion:

RESOLVED: That the minutes of the November 10, 2015 Regular Meeting of the Board of Directors of the Authority are hereby adopted and approved in the form attached hereto as the Exhibit to Agenda Item #1, any such changes, revisions or additions thereto having been noted to and by the Secretary of the

Authority.

Director Fimiani seconded the motion.

Voice Vote: Unanimous

AYES

NAYES

ABSTENTIONS

Alton
Criscuolo
Cyr
Fimiani
Ginzberg
Nastri
Paolillo
Williams

2. Public participation relating to agenda items.

Public present.

Mr. Ken Joyner of 451 Huntington Street, New Haven was present. He had questions regarding photos that were included in the Engineering monthly report that were related to the plant upgrade project.

Ms. Laura Gordon of 121 Adeline Street, New Haven was present. She voiced her concerns with a chronic problem with pipes in her house that repeatedly clog up. She was told that a crew from the GNHWPCA will be sent out to look at the problem.

3. Consideration and approval of a resolution authorizing the Executive Director, Sidney J. Holbrook, to negotiate, execute and deliver one or more agreements with Arcadis-US Inc. and O'Neal Accounting for services relating to the preparation of a Cost of Service Study, for an aggregate amount not to exceed \$33,000.00.

Director Fimiani made the following motion:

RESOLVED: That the agreement with Arcadis-US Inc. and O'Neal Accounting for services relating to the preparation of a Cost of Service Study, as further described in the Exhibit to Agenda Item #3, in an aggregate amount not to exceed \$33,000.00, is hereby approved, and the Executive Director, Sidney J. Holbrook, be and hereby is authorized, empowered and directed, for and on behalf of the Authority, to negotiate, execute and deliver such agreements and any and all reasonable and necessary documents in furtherance thereof.

Director Alton seconded the motion.

This is the first step in the budget process in preparation for the GNHWPCA's July 2016 budget. The \$33,000.00 cost has remained the same for the last three years.

Voice Vote: Unanimous

AYES

NAYES

ABSTENTIONS

Alton
Criscuolo
Cyr
Fimiani
Ginzberg
Nastri
Paolillo
Williams

4. Consideration and approval of certain revisions to the Authority's Employee Handbook.

Director Cyr made the following motion:

RESOLVED: That the revisions to the Authority's Employee Handbook, as provided in the Exhibit to Agenda Item #4, are hereby adopted and approved in all respects.

Director Williams seconded the motion.

Update of the Alcohol and Drug Testing Policy required by the State for the CDL licensing involve certain requirements for this type of testing. There were only changes in the verbiage for clarification on the language and updates.

Director William asked if there is any provision regarding medical marijuana. At this point it is too soon. We will have to see when and where the law stands on this and may have to come back and amend the policy.

It was brought to the boards' attention that pages 18 and 38 had some highlighted areas and it should not. Since was the final revised copy it should be a clean version and for that reason a vote should not be taken but to hold the Item. Vote will be taken in January 2016.

Hold Item.

Vote in January 2016.

5. **Executive Session pursuant to Section 1-200(6)(A) of the General Statutes of Connecticut for the purpose of discussing the employment, performance and/or evaluation of the Executive Director, Sidney J. Holbrook.**

At 6:16 P.M. Chairman Paolillo called for a motion to go into Executive Session. Director Fimiani moved the motion to go into Executive Session.

RESOLVED: That, pursuant to Section 1-200(6)(A) of the General Statutes of Connecticut, by a two-thirds vote of the members of the Board present and voting, the Board of Directors hereby approves to enter into Executive Session for the purpose of discussing the employment, performance and/or evaluation of the Executive Director, Sidney J. Holbrook.

Director Ginzberg seconded the motion.

Vote to go into Executive Session.

All in favor.

At 6:25 P.M. Chairman Paolillo called for a motion to end Executive Session.

No votes were taken in Executive Session.

All in favor to come out of Executive Session.

Voice Vote: Unanimous

AYES

Alton
Criscuolo
Cyr
Fimiani
Ginzberg
Nastri
Paolillo
Williams

NAYES

ABSTENTIONS

Director Ginzberg wanted to state for the record on the steward's leadership. The Executive Director is doing an outstanding job. He is impressed by how he manages to walk the line between the two agencies, DEEP and EPA in favor for the GNHWPCA and gets the best representation for the Authority. It is how the Executive Director talks to people and how he makes them feel comfortable and displays mastery of the subject matter, the small picture and the larger picture and understands what he is doing and that filters down to his directors and from the directors to their subordinates and from the subordinates to the workers. He enjoys being a part of this Agency. It is an amazing thing and it all starts at the top. I think he is doing an excellent job.

Director Williams, also for the record wanted to commend the Executive Director on all of his experience and contacts in Hartford that has helped the GNHWPCA. He is doing great job.

Director Fimiani complements the Executive Director for his involvement with the Community on the Coat Drive and the Rain Barrels.

Chairman Paolillo thanks the Executive Director for his leadership. The organization is created with leadership and pride that starts at the Executive Director's position and permeates through the whole organization. Most important is when difficulties occur and when things are not going well, we are better in those situations, Sid, he makes us better and we are better, which is a sign of good leadership. Thank you.

6. Executive summary and department updates and presentations.

The Executive Director thanks the Board for the confidence they have in him and for the all the nice things said about him. The staff is outstanding. The best group of professionals I have ever worked with.

- Monthly Budget Report
- Monthly Operations Report
- Monthly Engineering Report
- Coat Drive – Coats Distributed. Chairman Paolillo thanks Luigi DiMonaco and Bridget Buckley from the Engineering Department for all their hard work on the Coat Drive.
- Rain Barrels - working on program

An IT summary was distributed to the Board explaining the GNHWPCA Data Back -Up Process.

7. Consideration and approval, as necessary, of any other new business of the Authority.

New Business.

Consideration and approval of certain Departmental Budget Transfer Requests.

Chairman Paolillo called for a motion to add a new business item.

Director Criscuolo made a motion to add new business items.

Director Williams seconded the motion.

All in favor to add new business items.

Director Fimiani made the following motion:

RESOLVED: That the Departmental Budget Transfer Requests, as described in the Exhibit to the New Business Agenda item, is hereby approved.

Director Alton seconded the motion.

Budget transfer for \$7,270.00 transferred from Other Contractual Services to Call Before You Dig, (Operations Department) New company, sends map out contractors doing work in the street, response becomes automatic. Pro-rated for 8 month period from November 2015 to June 2016.

Budget transfer for \$88,753.00 transferred from Emergency Sewers to East Shore Plant Upgrade

Voice Vote: Unanimous

AYES

Alton
Criscuolo
Cyr
Fimiani
Ginzberg
Nastri
Paolillo
Williams

NAYES

ABSTENTIONS

8. Call to the public.

Public present.

Mr. Ken Joyner, 451 Huntington Street, New Haven, was present for public comment regarding the monthly Engineering report. On the facility projects and the on-going repairs he questioned what amounts are drawn down against the budget and what the original budget was. He wanted to know how much money the GNHWPCA is actually spending on the projects and where is the money coming from.

The Finance Director explained that the money comes out of the Capital Budget and that is not reflected in the monthly Engineering report. He will send a Capital Budget to Mr. Joyner.

Update: Absence of Vice Chairman Stephen Mongillo. Executive Director, Sidney Holbrook explains he is recovery from surgery and is doing well.

Chairman Paolillo thanks the board for the year and their attendance at the meetings. He wishes everyone a Happy Holiday and Merry Christmas.

9. Adjournment.

There being no further business, a motion was made by Director Ginzberg, seconded by Director Fimiani and the motion passed unanimously. The meeting adjourned at 7:00 P.M.

Respectfully submitted

Deborah L .Torre
Secretary