

**MINUTES OF THE TOWN OF CHESHIRE WATER POLLUTION CONTROL AUTHORITY
MEETING HELD THURSDAY, NOVEMBER 20, 2025, AT 6:30 P.M, COUNCIL CHAMBERS,
84 SOUTH MAIN ST, CHESHIRE, CT 06410**

Present:

John Perrotti, Chair
Justin Rosadini
Ned Cullinan
Carol Doheny
Melissa Norback

Absent: Thomas Scannell, Robert Behrer

Staff/Guests: Marek Kement, Town Engineer; David Milano, WWTP Superintendent

I. CALL TO ORDER

John Perrotti called the regular meeting to order at 6:33 p.m.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL & DETERMINATION OF QUORUM

IV. PUBLIC COMMUNICATIONS / CORRESPONDENCE

a. Chesprocott – Septic System Failure Report (October 2025)

Justin Rosadini complimented the new format of the report.

V. RECEIPT OF APPLICATIONS

a. Subtraction Meter Petition - 1317 South Main Street / Cheshire Nursery

Bill Beebe, Cheshire Nursery, explained his subtraction meter petition and that there are two separate meters to the property. John Perrotti mentioned that the easiest solution may have been if he had replumbed somehow so that only toilet and sink went to it – then would not need a subtraction meter. He asked if Bill Beebe had ever evaluated the plumbing costs for this.

Justin Rosadini recused himself for the discussion and vote on this agenda item.

John Perrotti explained that the WPCA could approve the petition, and if this solution ends up being more cost effective, then Mr. Beebe does not have to go through with having the subtraction meter installed.

John Perrotti motioned to accept the petition as it stands, and the motion was seconded by Melissa Norback. All in favor, the motion passed 4-0, Justin Rosadini did not vote.

VI. STAFF REPORTS - (ITEMS NOT ON THE AGENDA)

a. Plant Superintendent's Report

David Milano presented his report, which is attached to the minutes. Discussion was had on portable tablets for the Operators.

b. Town Engineer's Report

Marek Kement updated that site work is now occurring at Jacks Farms, but a building permit has not been pulled. Once a building permit is pulled, there will be a list of items for completion prior to coming to the WPCA.

c. Consulting Engineer's Report

Dennis Dievert was not present.

VII. NEW BUSINESS

a. Sewer Use Billing Rates for 2026

John Perrotti provided the history that the past two years were at the same rate. However, continuing at that same rate this year would result in a deficit. John Perrotti mentioned that the Authority needs to be sensitive to costs as there are more regulatory obligations that need to be met in running the Plant. He explained that rate cannot exceed \$495. Discussion was had on potential rates.

John Perrotti motioned to set the sewer use rate at \$490 per annum per single-family dwelling, with other users paying an amount based on their relative water use as reported by the Regional Water Authority (RWA) in accordance with the format outlined in the Sewer Regulations. Melissa Norback seconded the motion. All in favor, the motion passed unanimously by those present, 5-0.

b. Meeting Dates for 2026

Justin Rosadini motioned to accept the 2026 meeting dates as presented, and Melissa Norback seconded the motion. All in favor, the motion passed 5-0.

VIII. OLD BUSINESS / PROJECT UPDATES

a. RFQ #2324-16: I&I Study & Plant Capacity Evaluation

The presentation on the I&I portion will be in December. He explained that the consultant reached out to CT DEEP and still does not have the two other reports.

b. ITB #2526-01: HVAC Upgrades to Operations Building

Marek Kement updated that a contract was signed with Sav-Mor, and he anticipates the project will start after the holiday.

c. HVAC Upgrades to Administration Building

He updated that this project is still in the design phase.

d. Elmwood Pump Station Upgrade

Marek Kement explained that Dennis Dievert had recommendations in several areas including bypass. There will be a follow-up meeting after the next couple of weeks.

e. Denitrification Filter Facility Upgrade

Marek Kement explained that this is in review internally.

f. Sewer Regulations

Marek Kement mentioned that last month the Authority members discussed hosting a workshop on the sewer regulations, which has been scheduled for Thursday, December 18, 2025 in Room 207/209. The Authority decided on 5:30 p.m. for the starting time of the meeting.

IX. APPROVAL OF MINUTES

a. Regular Meeting Minutes – October 23, 2025

John Perrotti motioned to approve the minutes of the October 23, 2025 meeting, and Ned Cullinan seconded the motion. All in favor, the motion passed 5-0.

X. ADJOURNMENT

John Perrotti motioned to adjourn the meeting, and Justin Rosadini seconded the motion. All in favor, the motion passed unanimously, 5-0. The meeting adjourned at 7:15 p.m.

Attest:

Noelle Shepard
Management Specialist