

STAFFORD WATER POLLUTION CONTROL AUTHORITY

Special Meeting
Veteran's Meeting Room
Wednesday, August 10, 2011

Members Present:

Michael Waugh
Doug Fassett
James Tantillo
Francis Finch
Douglas Minich
B. Allen Warren

Members Absent:

Earl Avery
Herman Perlot
Paul Burns

Also present were Superintendent Kevin Leslie and Pete Williams, Town of Ellington.

1. CALL TO ORDER

The meeting was called to order by Chairman Waugh at 5:32 P.M. A quorum was established.

2. LEGAL – STATUS OF COLLECTIONS

It was reported that the collection letters prepared by Attorney Muska were resent certified mail. Of the seven (7) accounts that were mailed certified, four (4) return receipts were received. No calls were received from any delinquent accounts to arrange payment in the in the WPCA office.

Superintendent Leslie mentioned that once accounts are turned over to the attorney all phone call and payment arrangements should be made through the attorney.

Since the new bills have gone out the whole collection process will start over with the Demands for payment being sent out in September for those who owe anything prior to the July 2011 installment.

3. DISCUSSION AND ACTION ROUTE 190FORCE MAIN REPLACEMENT PROJECT

A Preliminary Opinion of Cost from Weston and Sampson in the amount of approximately \$347,000 was distributed to all members. In this proposal there were no contingency, legal fees, bond fees, nor fees for filling the old pipe with concrete slurry included with the proposal.

Mr. Fassett made a motion to authorize the Chairman to ask the Board of Finance for an appropriation, not exceed, \$450,000 for the Route 190 Force Main Replacement Project and that it goes to a referendum. Mr. Minich seconded the motion.

There was some discussion regarding the specifications and bid package. The Authority will review the package prior to it being advertised.

Motion carries unanimously.

4. MINUTES OF JULY 6, 2011

Mr. Tantillo made a motion to accept the minutes of July 6, 2011. Mr. Tantillo seconded the motion. Motion carries unanimously.

5. SUPERINTENDENT'S REPORT

- **Staff Education and Training Update**

Nothing new to report on training.

The NPDES Permit Renewal has been submitted prior to deadline.

The Connecticut Water filter plant on Route 190 has asked if the WPCF will take approximately 30-40,000 gallons of sludge they wish to drain from their own tanks. Superintendent Leslie requested a letter stating exactly what was being discharged and what they would be doing with it.

Two (2) questions were proposed, does the WPCF accept the sludge and how does the WPCF make sure that it is not discharged without their knowledge.

Superintendent Leslie stated that it would cost the WPCF at least \$5,000 in disposal costs, not counting the cost to treat the sludge, hauling or labor costs. He also stated that within the State NPDES Permit there is not allowance for acceptance of industrial waste that is trucked in.

Superintendent Leslie stated that a proposal was received for a Spill Control Plan and A Stormwater Pollution Prevention Plan from Environmental Compliance Services, Inc. in the amount of \$3,500. The WPCF never had a spill control plan and the SWPPP is necessary due to pipes from the parking lot leading to the river. A second proposal was received from Loureiro Engineering Associates grouped in with SWPPP for the Town Transfer Station and Garage. This price was still higher.

Mr. Minich made a motion to enter into agreement and authorize Chairman Waugh to sign contract with Environmental Compliance Services, Inc., for the purpose of creating a Spill Prevention, Control and Countermeasure Plan and a Stormwater Pollution Prevention Plan. Fees are not to exceed \$3,500. Mr. Fassett seconded the motion. Motion carries unanimously.

6. DISCUSSION OF UNION SEPTAGE

The WPCF has been charged over the last several years for excess in pounds of nitrogen being discharged from the treatment plant. The Upgrade included nitrogen removal to keep these costs down. The level of nitrogen leaving the plant is 148 pounds per day. In order to not pay the State of Connecticut the level has to be below 66 pounds per day. In order to drive the nitrogen levels down a carbon source needs to be introduced. Septage is a very good carbon source and Superintendent Leslie thought it would make sense to try introducing more septage to the treatment process on a temporary bases.

Mr. Minich made a motion to allow Superintendent Leslie to enter into discussions with the hauler who handles the Town of Union and accept their septage for a temporary amount of time to attempt to reduce the nitrogen levels. Mr. Finch seconded the motion. Motion carries unanimously.

7. SEWER CONNECTIONS

- **Levinthal Run – Modular Classrooms**

The plan of connection has changed and therefore the new plan should be submitted to the Authority, for review and approval, before construction begins.

8. REVIEW OF DEPARTMENT EXPENDITURES

A detailed sheet will be distributed at the next Regular Meeting. Mr. Minich questioned if the WPCA received a bill for the tent, chairs and tables for the Dedication Ceremony. Chairman Waugh stated he took care of the matter and there is no bill.

Mr. Fassett questioned why the lights on the new equipment were Red for Run instead of green for run and red for stop. He would look into the National Electric Code and talk to the Project Engineer Paul Gilbert.

9. 5 YEAR CAPITAL IMPROVEMENT PLAN

Superintendent Leslie distributed a template for editing projects for the 5-year plan. He stated that the user fee structure, budgeting process and industrial charges were all related. Within the template is a list of items to set in place prior to the budget year so it is funded properly.

The Authority felt that the Plan was a great idea and would establish guidelines over a period of time. The most imperative item included within the plan is that there is no heat in the South Garage. The Authority gave Superintendent Leslie the go-ahead to get proposals for the heat installation and he would prioritize items on the list.

10. OLD BUSINESS

- **Stafford-Ellington Inter-Municipal Agreement Update**

Nothing new to report.

- **Revenues**

The revenue received from the Stafford Housing is approximately \$5,600. There are 108 units at the facility and 10% of the rent is owed to the WPCF. This matter will be looked into.

Mr. Fassett was disappointed that that Authority made a decision a previous meeting to remove the insulation from some pipes with the condition that these pipes be labeled HOT. There was no such labeling at the Dedication Ceremony. Superintendent Leslie said this would be taken care of right away.

11. NEW BUSINESS

Superintendent Leslie stated that guidelines need to be set up as to what parts the WPCF and the WPCA play and what their responsibilities are to each other and to the operations. The WPCF and WPCA need to work as a team and as issues arise who needs to solve.

12. ADJOURNMENT

Mr. Fassett made a motion to adjourn at 6:50 P.M. Mr. Tantillo seconded the motion. Meeting adjourned.

Respectfully Submitted:

Jane LaMorte
Office Manager WPCA