



Water Pollution Control Authority

REGULAR MEETING MAY 17, 2023 MINUTES

Members Present: Dan Parisi-Chairman, Shawn Koehler, Paul Gilbert, Aaron Foster

Members Absent: None

Others Present: Ken Radziwon-WPCA Admin, Phil Kidney-WPCA Crew Chief, Marshall Gaston-Fuss & O'Neill, Kevin Flood-Fuss & O'Neill, Stephen Giroux, Steve Hamilton

1. Call to Order

Chairman Dan Parisi called the meeting to order at 6:31 PM.

2. Citizen's Forum (non-agenda items)

Stephen Giroux and Steve Hamilton were present. They have a property on Lower Butcher Road in which they rent out to allow landscapers to wash their vehicles and equipment. Due to the water usage their sewer bill is high, though this water is not entering the sewer system. They asked the Board if they could add a deduct meter to the hose spicket and report the gallons not entering the sewer system to lower their billable gallons.

The Board responded that they are in the process of putting a program for deduct meters in place. It is a program that takes time to establish. They suggested that they have a licensed plumber obtain and install the meter that the Town plans to use for this program. Until the program is up and running Stephen Giroux and Steve Hamilton will be responsible for reporting the meter reading to the Town. The use of the Towns specified meter will allow them to then join the Towns deduct program once implemented.

Phillip Kidney (WPCA Crew Chief) to forward the meter specifications to Stephen Giroux. Once the meter is installed, inspected and approved by the WPCA Stephen can then start the meter readings.

3. Approval of the April 12, 2023, Meeting Minutes

**MOVED (GILBERT) SECONDED (KOEHLER) AND PASSED TO
APPROVE THE MINUTES OF THE MARCH 15, 2023, MEETING
MINUTES AS WRITTEN. (FOSTER ABSTAINED)**

4. Old Business

1. Deduct Meters Update

Ken Radziwon (WPCA Admin) stated that there are no new updates at this time. The board members would like to see this project start moving along.

2. Route 140 manhole Linings

Ken provided an update that he and Marshall Gaston (F&O) have been working on obtaining a start date for this project. Green Mountain has applied for the required encroachment permit and can begin work when the Town is ready. Paul Gilbert asked if weatherwise, now is a good time to do this work as there have not been any major rain events. (F&O) replied that the 140 manholes are a sulfur issue and that these can be repaired with out the rain events, but it may be best to leave the others until next spring. Paul also mentioned that at that point the WPCA will be operating on the new fiscal year budget and the program could be expanded to include more at that point.

3. I&I Study

F&O stated they reached out to another contractor to see if they can get the work done sooner, since we have not received a start date from Green Mountain. There was further discussion saying that the secondary contractor came in only slightly more in cost. Ken provided an update that Grean Mountain has been in contact and is in progress with the work, but no start date has been set.

4. 140 Ellington Avenue Sewer Connection

Ken provided an update that the test pits were completed on May 9th, 2023. F&O provided 90% design plans, project schedule, and budgetary opinion of cost to the Board members. Ken verified with F&O that all trenching was included in the cost. Paul recommended we pave only where the

trenches are and wait until next spring for permanent paving. Aaron Foster asked how long the construction will be, to which F&O replied approximately 30 days, depending on the rock they have to excavate.

5. 2023-2024 Budget Discussion

A fourth draft of the 2023-2024 Budget was presented to the Board Members. The following adjustments we made to finalize:

- Balanced out ARPA/WPCA funds for the Vernon Pump Station.
- Added additional funds for the Ellington Ave Sewer expansion project.
- Added additional funds for a full-time maintainer position to expand the WPCA to a crew of three (3).
- Agreed to transfer 1.9 million from the reserve to cover to balance out the FY 23-24 budget.

MOVED (KOEHLER) SECONDED (FOSTER) AND PASSED UNANIMOUSLY TO APPROVE THE FINAL DRAFT OF THE WPCA BUDGET DATED 5/17/2023.

1. New Business

1. Ken Radziwon Resignation

Ken Radziwon announced his resignation as Director/WPCA Administrator. His last day with the Town will be June 2, 2023.

2. WPCA Maintainer I Update

Phillip updated the Board that Samuel Hubbard has accepted the Maintainer I position and will be starting Monday, May 22, 2023.

6. Administrative

1. F&O, Project Updates and Billing, Vernon Pump Station

i. Task Authorization 5A (Renamed Task Authorization 6B)

F&O stated they will be working with the Town Planner to continue moving this project forward.

Paul asked for clarification on this task. Questioning if it is to develop documents and submit to DEEP. F&O stated they no longer need to submit to DEEP and is forwarding a letter to Ken

to distribute the Board outlining this. It was confirmed that items included in this task are preparing for a future project to expand the sanitary sewer system to the area of Jobs hill Rd./Tomoka and Pinney Street/Frog Hollow Road.

Ken requested F&O to revise some of the language in the Scope of Service section. F&O to make changed and send for to Ken, for execution.

Paul asked for this Task Authorization to be made as an addendum to the Sewer Service Area Map Projections task and revise the task number from 5A to 6B, keeping all expansion additions under one Task number. F&O to revise and send to Ken execution.

MOVED (KOEHLER) SECONDED (FOSTER) AND PASSED UNANIMOUSLY TO APPROVE TASK AUTHORIZATION 6B FOR THE SEWER SERVICE EAPANSION AREAS JOBS HILL ROAD/TOMOKA AND PINNEY STREET/FROG HOLLOW ROAD FOR THE ESTIMATED FEE OF \$4,550.00

iii. Task Authorization Request No. 3C

At the April 12, 2023, meeting Kevin Flood (F&O) presented task authorization 3C. The Board members had asked for some items to be revised/redefined. A revision has since been sent to the Board for approval.

MOVED (KOEHLER) SECONDED (FOSTER) AND PASSED UNANIMOUSLY TO APPROVE TASK AUTHORIZATION REQUEST No. 3C AMMENDMENT 3 FOR THE VERNON PUMPSTATION CA/RPR SERVICES IN THE AMOUNT OF \$495,390.00

iv. Vernon Pump Station Updates, Bid, Sluice Gate and Generator

F&O provided an update that the Vernon Pump Station Project went out for bid on May 10th, and they have been seeing a good amount of interest in the project. F&O also noted that the wetlands permit was obtained on May 17th. The mandatory pre-bid meeting will take place on site on May 24th with Marshall (F&O) coordinating the meeting. He has an agenda prepared and will be forwarding it to the Board at Paul's request.

Ken provided an update that we are waiting for one more quote for the generator to come in before we can begin the procurement process for this item.

Ken provided an update that Carolyn Kidney (Administrative Assistant II of the DPW and WPCA) has been working with Waterman to procure the sluice gate. We are awaiting information from Waterman to be able to obtain a purchase order for this item, F&O offered to reach out to Waterman as well to potentially speed up the process.

Billing:

MOVED (GILBERT) SECONDED (KOEHLER) AND PASSED UNANIMOUSLY TO APPROVE INVOICE FOR WORK FROM APRIL 2, 2023, THROUGH APRIL 29, 2023, FOR TASK 2A FOR A TOTAL OF \$4,186.75

MOVED (GILBERT) SECONDED (FOSTER) AND PASSED UNANIMOUSLY TO APPROVE INVOICE FOR WORK FROM APRIL 2, 2023, THROUGH APRIL 29, 2023, FOR TASK 3B FOR A TOTAL OF \$20,385.30

MOVED (KOEHLER) SECONDED (FOSTER) AND PASSED UNANIMOUSLY TO APPROVE INVOICE FOR WORK FROM APRIL 2, 2023, THROUGH APRIL 29, 2023, FOR TASK 4B FOR A TOTAL OF \$195.00

MOVED (GILBERT) SECONDED (KOEHLER) AND PASSED UNANIMOUSLY TO APPROVE INVOICE FOR WORK FROM APRIL 2, 2023, THROUGH APRIL 29, 2023, FOR TASK 10 FOR A TOTAL OF \$390.00

2. Design, Construction & Maintenance Reports

i. Pump Station & Meter Updates

Phillip stated that everything has been running well at the Pump Stations and things have been quiet for repairs needed.

ii. Center Pump Station Panel Upgrade

Phillip provided an update that Control Systems of CT received the control panels for both Center and Ketchbrook Pump Stations. Center Pump Station installation was completed on May 17, 2023


and is working as it should. It was reported that the three (3) remaining control panels were shipped on May 17th, 2023 as well.

7. Misc. Communications – None

Adjournment

**MOVED (KOEHLER) SECONDED (FOSTER) AND PASSED
UNANIMOUSLY TO ADJOURN THE MEETING AT 7:55 PM.**

Respectfully submitted:



Carolyn Kidney, Administrative Assistant II, DPW