



Water Pollution Control Authority

REGULAR MEETING APRIL 17, 2024 MINUTES

Members Present: Dan Parisi (Chair), Paul Gilbert, Shawn Koehler, Aaron Foster*

Members Absent: Tom Walker

Others Present: Tom Modzelewski (WPCA Admin), Phil Kidney, (WPCA Crew Chief), Marshall Gaston (Fuss & O'Neill), Kevin Flood (Fuss & O'Neil) Via Zoom, David Stavens (Deputy First Selectman)

****ATTENDED VIA ZOOM***

1. Call to Order

Chairman Dan Parisi called the meeting to order at 6:33 p.m.

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

None

3. Approval of the March 20, 2024, Regular Meeting Minutes and April 3, 2024, Special meeting Minutes

MOVED (GILBERT) SECONDED (KOEHLER) AND PASSED UNANIMOUSLY TO APPROVE THE MINUTES OF THE MARCH 20, 2024, REGULAR MEETING AS WRITTEN.

MOVED (GILBERT) SECONDED (KOEHLER) AND PASSED UNANIMOUSLY TO APPROVE THE MINUTES OF THE, APRIL 3, 2024, SPECIAL MEETING AS WRITTEN.

4. Old Business

a. I&I Study

Phil (WPCA Crew Chief) provided an update that him and F&O went out in the field to investigate the condition of multiple manholes in the Longview area of town. Marshall (F&O) presented a draft report classifying the repairs needed. The report also noted that there are 6 manholes that will need to be added to the Town's GIS program as they are currently not shown. Further discussion on this investigation will take place next month, allowing time to read through the report.

Phil (WPCA) Crew Chief and F&O to schedule the draw down test for the pump stations when time allows.

b. Ellington Raquet, Lower Butcher Road

Marshall (F&O) provided an update that he reviewed and transmitted the final plan edits. Tom M. (WPCA Admin) stated there are no further updates at this time.

5. New Business

None

6. Administrative

1. Fuss & O'Neill Project Updates

i. Vernon Pump Station

- **Pay Requisition # 5**– Kevin Flood (F&O) reviewed the items completed in this application for payment.

MOVED (GILBERT) SECONDED (KOEHLER) AND PASSED UNANIMOUSLY TO APPROVE THE PAYMENT FOR THE VERNON PUMP STATION UPGRADE TO THE ASSOCIATED CONSTRUCTION COMPANY FOR APPLICATION #5, INVOICE 104436 FOR WORK COMPLETED THROUGH MARCH 31, 2024, IN THE AMOUNT OF \$31,727.25

- **Schedule** – Kevin (F&O) provided an update that The Associated Construction Company will be starting work in May, they will be starting with the electrical relocation. A site meeting was held to review the pavement plan to avoid interference with the Town of Vernon's paving project.
- **4/9/2024 Progress Meeting** – Kevin (F&O) reviewed the minutes from the progress meeting with the Board. He noted that an RFI regarding sump pumps came in and is being addressed.
- **Change order request #1** – The change order discussed in the last regular meeting was finalized and presented. This change is due to the specified transformer not being large enough. Shawn (Member) asked who specified the transformer, Kevin (F&O) stated that F&O did. Kevin (F&O) stated that the change order would have been larger, but F&O got the price down by moving it inside the pump station rather than leaving it outside as specified.

MOVED (GILBERT) SECONDED (FOSTER) AND PASSED (KOEHLER ABSTAINED) TO APPROVE CHANGE ORDER ONE (1) FOR THE VERNON PUMP STATION PROJECT IN THE AMOUNT OF \$6,029.85.

ii. Task 2C Ellington Ave. Sewer extension

Marshall (F&O) provided an update that a notice of award was sent to Hinkley Construction, Inc. F&O has not heard anything back from Hinckley Construction as of yet. Marshall to follow up via telephone tomorrow 4/18/2024.

iii. Task 4B & 4D Hockanum I&I

Marshall (F&O) stated that task 4B is closed. Task 4D was discussed earlier under old business I&I.

1. Fuss & O'Neill Billing

Marshall reviewed the work performed in the month of March and mentioned he hit a wrong button and failed to bill for task 2 C, that billing will be included next month:

MOVED (GILBERT) SECONDED (KOEHLER) AND PASSED UNANIMOUSLY TO APPROVE INVOICE FOR WORK FROM, FEBRUARY 2024, THROUGH MARCH 29, 2024, FOR TASK 3C FOR A TOTAL OF \$11,815.20.

MOVED (GILBERT) SECONDED (KOEHLER) AND PASSED (KOEHLER ABSTAINED) TO APPROVE INVOICE FOR WORK FROM, THROUGH MARCH 29, 2024, FOR TASK 4D FOR A TOTAL OF \$5,832.60.

MOVED (GILBERT) SECONDED (KOEHLER) AND PASSED UNANIMOUSLY TO APPROVE INVOICE FOR WORK FROM, THROUGH MARCH 29, 2024, FOR TASK 11 FOR A TOTAL OF \$835.00

2. Other Administrative Topics

i. Budget

- User Fee Hockanum – No discussion
- User Fee Crystal Lake _ Tom M. (WPCA Admin) disclosed that the Crystal Lake proposed fee increase that was approved at the March regular meeting can be lowered. The fee is based on the number of users and the seasonal accounts only billed in April were not taken into account. Tom also suggested that the seasonal users start getting billed twice a year (at the seasonal rate) like all other users. After brief discussion it was decided not to approve the rate until after the June 12, 2024, public hearing.

MOVED (KOEHLER) SECONDED (GILBERT) AND PASSED UNANIMOUSLY TO REcind THE APPROVAL OF THE PRESENTED 2024-2025 FISCAL YEAR CRYSTAL LAKE SEWER USER FEES, STARTING ON THE OCTOBER 1ST 2024 BILLING AS: ANNUAL FIXED FEES (ALL USERS) \$280.00, ANNUAL VARIABLE FEES (FULL

YEAR USERS) \$810.00 (SEASONAL USERS) \$540.00 AS PRESENTED AT THE MARCH 20, 2024, REGULAR MEETING.

ii. Moser Clay Main Project Updates

Tom M. (WPCA Admin) updated the Board that a start date of May 6th has been proposed and notices will be sent to the Residents in the area prior start. He also updated that this project would have a 10-year warranty in addition to the required payment and performance bond. The Town will be responsible for annual CCTV inspections of the area and reporting any issues to Savy & Sons in a timely manner to keep the warranty in place. Paul (Member) would like to make sure Phil (WPCA Crew Chief) is on site through the duration of this project.

iii. Lateral Ownership Code Amendment

Tom M. (WPCA Admin) presented a revised draft of an update to code §143-6 Building sewers and connections based off of Town Attorney and Board member comments. The language offered will make the policy on lateral ownership clear. Tom also informed that this would have to be passed through the Board of Selectman and Town Meeting as that is the process for any ordinance or code change.

MOVED (KOEHLER) SECONDED (GILBERT) AND PASSED UNANIMOUSLY TO APPROVE THE LATERAL OWNERSHIP CODE AS PRESENTED.

iv. Stafford Proposed User Fee Increase

Tom M. (WPCA Admin) updated that the new rate won't take effect until July 1, 2024, and we were not given the exact rate only a range. He again stated when budgeting he accounted for the highest possible rate change.

v. Congressionally Directed Spending Grant

Tom M. (WPCA Admin) updated the Board that the two (2)-grant applications requested at the April 3, 2024, Special Meeting have been submitted. One to continue the I&I investigation is a request for funding for \$850,000 and the other to repair the sewer mains and laterals in the farmstead area is based on F&O's opinion of cost of \$1,262,000.00.

vi. User Insurance

Tom M. (WPCA Admin) said that there are no current updates, he has still not heard back from anyone he has reached out to for more information on this topic.

vii. Vernon Semi-Annual User Fee Invoice & Stafford Quarterly Invoice

Tom M. (WPCA Admin) updated the Board that the Vernon invoice in the amount of \$668,308.03 had been received and submitted to finance for payment, the Stafford invoice in the amount of \$30,912.66 was also received and submitted.

viii. Generator Quotes

Tom M. (WPCA ADMIN) presented 2 generator quotes, one for the High School pump station for \$32,945.00 and the other for the Ketch Brook pump station for \$36,548.00. Tom also mentioned that these quotes were initially obtained for the Congressionally Directed Spending Grant, however it was agreed to apply for other items. Tom still highly recommends that the generators get replaced as they are getting old. Tom will be looking for other funding sources, if none are found this will be added as a capital project for the WPCA next fiscal year. Tom will also get quotes for the valve pit repairs.

3. Design, Construction & Maintenance Reports

i. Pump Station Updates

Phil (WPCA Crew Chief) updated that he has placed the order for the new pump for the center pump station.

ii. Overtime Report

Phil (WPCA Crew Chief) reported one call in for a grinder pump, resulting in 3 hours of overtime. Tom M. (WPCA Admin) stated how since the installations of missions the call ins have been greatly reduced, but wanted to commend Phil as he spends his personal time at home monitoring alarms that may not require an after-hours repair.

iii. Other

Phil (WPCA Crew Chief) asked Marshall (F&O) if he had reached out to Evoqua to see if the H₂S can be monitored online, while the bypass for the Vernon Pump Station project is running. Marshall noted that monitoring is the contractor's responsibility, but it should be able to be monitored online.

6. Misc. Communications

1. Shawn Koehler's Reappointment

Tom M. (WPCA Admin) updated the Board Members that Shawn Koehler was reappointed at the April Board of Selectmen meeting to continue serve on the Water pollution Control Authority for 4 more years.

Tom M. also informed the Board members of the CTWEA 2024 Wastewater Expo on May 10, any Board members that would like to attend are welcome.

Adjournment

**MOVED (KOEHLER) SECONDED (GILBERT) AND PASSED UNANIMOUSLY TO
ADJOURN THE MEETING AT 7:41 PM.**

Respectfully submitted:



Carolyn Kidney, Administrative Assistant II, DPW