

# **MINUTES**

## **REGULAR MEETING**

### **WATER POLLUTION CONTROL AUTHORITY**

**September 3, 2015**

**PRESENT:**

**Director, Guy Russo**

**Deputy Director, Robert Young**

**Chief Engineer, Joseph Fazzino**

**Chairman, Dale Aldieri**

**Vice Chairman, Scott Bishel**

**Councilmatic Representative, David Bauer**

**Councilmatic Representative, Hope Kasper**

**Commissioner, John Giuliano**

**Commissioner, Emanuel DiMauro**

**I. Open Meeting (started at 7:00pm)**

**Director Russo indicated to the WPCA that Assistant Chief Engineer, Christopher Holden, will be transferring over to the Public Works Department as the Deputy Director effective September 7, 2015. Director Russo stated that Chris has been a great asset to the department and to Chief Engineer Fazzino and that the City will be pleased with Chris in the Deputy Director position at Public Works. Director Russo invited the WPCA if they wanted to stop by for lunch and cake to say goodbye to Chris if interested on September 14<sup>th</sup>.**

**Chairman Aldieri then opened the meeting to the public and asked if anyone wants to be heard.**

**Francine McKernan from 122 Newfield Street was present at the meeting to dispute her water and sewer usage on her Newfield Street property. Ms. McKernan indicated that one of our meter technician's went out to her property and removed the old water meter and replaced it with a new one and she stated that she was still dealing with some back bills that she never was able to take care of and now she wants to resolve these bills but now with the latest bill she does not think the water and sewer usage amount is fair so she is looking for some type of relief. Director Russo did send her a letter dated August 7, 2015 with the department's findings and the letter was given to the WPCA Commissioners for their review and action. Director Russo stated in his letter that it took them several attempts to change her water meter and then when they finally did replace it they reviewed consumption against her previously estimated bills. Director Russo stated that the department never received payment from her on any back water and sewer bills, Director Russo further stated that the bill is correct and legally due and she does not qualify for a**

Chairman Aldieri indicated that the WPCA will go over Director Russo's letter and all the information that Ms. McKernan gave them at the meeting and they will get back in contact with her.

Since no one else from the public was present during the public portion of the meeting, Chairman Aldieri closed the open meeting.

Director Russo indicated that since Commissioner Giuliano has to leave early, he asked if the WPCA will take a couple of items on the agenda that require action to be taken out of sequence. Director Russo suggested if the WPCA can first start with the "New Business" section, Items 2, 3 and 4, which is regarding the Capital Non-Recurring Fund Balance, for both Water and Sewer, and approve their following resolutions.

A motion was made by Vice Chairman Bishel and seconded by Councilmatic Representative Bauer to approve Director Russo's request to move the above referenced matters forward. Motion was approved unanimously.

**V. New Business**

**2. Memo to WPCA – Water & Sewer CNR FY 15/16**

**This letter was for informational purposes only.**

**3. Water CNR**

**(1)**

**RESOLUTION**

**BE IT RESOLVED BY THE MIDDLETOWN WATER POLLUTION CONTROL AUTHORITY THAT: The WPCA authorize the transfer of \$200,000 from the Water Operational Fund Balance to the Water CNR Fund Balance.**

**A motion was made by Vice Chairman Bishel and seconded by Councilmatic Representative Kasper to approve the resolution. Motion was approved unanimously. Councilmatic Representative Bauer abstained.**

**(2)**

**RESOLUTION**

**BE IT RESOLVED BY THE MIDDLETOWN WATER POLLUTION CONTROL AUTHORITY THAT: The following transfers and line item creations as so attached be authorized for the Water Department Fiscal Year 15/16 Capital Non-Recurring Fund.**

A motion was made by Vice Chairman Bishel and seconded by Commissioners Giuliano to approve the resolution. Motion was approved unanimously.

4. Sewer CNR

**RESOLUTION**

**BE IT RESOLVED BY THE MIDDLETOWN WATER POLLUTION CONTROL AUTHORITY THAT: The following transfers and line item creations as so attached be authorized for the Sewer Department Fiscal Year 15/16 Capital Non-Recurring Fund.**

A motion was made by Councilmatic Representative Bauer and seconded by Vice Chairman Bishel to approve the resolution. Motion was approved unanimously.

Director Russo stated that one of the items contained in the CNR is a first installment of an EPA mandated CMOM (Capacity Management Operations Maintenance Program). There were funds put aside to help fund this program. Director Russo just wanted to inform the WPCA about this matter.

Director Russo then spoke about the renewal of \$1 million to the Kleen Energy Fund and how there will be a 3% interest rate for this year and that we need an approval from the WPCA.

A motion was made by Vice Chairman Bishel and seconded by Councilmatic Representative Bauer to approve the \$1 million loan to Kleen Energy at the 3% interest rate for this year. Motion was approved unanimously.

**IV. Old Business**

1. Renew Operating Loan to Kleen Energy Fund

A motion was made by Vice Chairman Bishel and seconded to Councilmatic Representative Bauer to approve the renewing of the operating loan for Kleen Energy. Motion was approved unanimously.

**IV. Old Business**

6. Jet Vac/Truck

(a) Bid Acceptance

**Resolution I.**

**BE IT RESOLVED BY THE MIDDLETOWN WATER POLLUTION CONTROL AUTHORITY OF THE CITY OF MIDDLETOWN THAT:** The Water Pollution Control Authority endorses the purchasing of a Freightliner cab and chassis with a VacAll body as detailed in Deputy Director Young’s memo of August 21, 2015 and in a letter from Freightliner of Hartford, Inc. dated August 20, 2015 as a supplement to Deputy Director Young’s memo; and that the total amount authorized for purchase of this vehicle with noted amenities is \$352,000.

A motion was made by Vice Chairman Bishel and seconded by Commissioner Giuliano to approve the resolution. Motion approved unanimously.

**(b) Funding**

**Resolution II.**

**BE IT RESOLVED BY THE MIDDLETOWN WATER POLLUTION CONTROL AUTHORITY OF THE CITY OF MIDDLETOWN THAT:** A new line item be created in the General Sewer Improvement Fund entitled “Jet/Vac Truck” in the amount of \$352,000 and that the line have transferred to it \$352,000 from the GSIF Fund Balance.

A motion was made by Councilmatic Representative Kasper and seconded by Councilmatic Representative Bauer to approve the resolution. Motion was approved unanimously.

Commissioner Giuliano left the meeting at 7:45pm.

**V. New Business**

**1. Land Swap - Eversource**

Director Russo gave a brief discussion of how Eversource approached our department two months ago about acquiring some land from across our tracks so that they can expand their substation, which is called a capacitor bank, onto our property in exchange for giving us their Columbus Boulevard Property, which Director Russo first thought it was a good idea but because there are underground conduits at the property, Director Russo thinks additional discussions are needed to see if Columbus Boulevard property will be usable for the purpose of constructing a building.

Pat Baines, who is known as a Community Relations Liason, for Eversource Energy was present and introduced her team to the WPCA. Present was Project Manager, Chris Rondy, with their Transmission Group, and Marco Trevello, with their Real Estate and Property Management. Ms. Baines indicated that Mr. Trevello was going to explain the proposal to the WPCA in greater details.

There were some further discussions on this matter. However, the WPCA indicated that they will still need some more time to review this future endeavor and will get back to Eversource as soon as possible.

## **II. Reports, Minutes and Correspondence**

### **1. Minutes of Regular Meeting of June 4, 2015**

A motion was made by Vice Chairman Bishel and seconded by Councilmatic Representative Kasper to approve the Minutes of Regular Meeting of June 4, 2015. Motion was approved unanimously. Chairman Aldieri abstained.

### **2. Minutes of Special Meeting of June 4, 2015**

A motion was made by Vice Chairman Bishel and seconded by Councilmatic Representative Bauer to approve the Minutes of Special Meeting of June 4, 2015. Motion was approved unanimously. Chairman Aldieri abstained.

### **3. Minutes of Regular Meeting of July 29, 2015**

A motion was made by Vice Chairman Bishel and seconded by Councilmatic Representative Bauer to approve the Minutes of Regular meeting of July 29, 2015. Motion was approved unanimously.

### **4. Memo regarding 150<sup>th</sup> Celebration**

Director Russo gave the WPCA commissioners a memo regarding 150<sup>th</sup> Celebration of the Water and Sewer Department that we are looking to hold in 2016 but this matter was discussed at previous WPCA meetings. This memo was for informational purposes only.

### **5. Memo to Director Russo re: Water Production/Water Consumption**

Director Russo gave the WPCA commissioners a memo regarding the Water Production/Water Consumption for their review. The memo was self-explanatory and was for informational purposes only.

## **III. Transfers/Fund Updates**

### **1. Monthly Fund Balance Report-June & August**

These monthly fund balance reports were for informational purposes only.

There was no July report, August represented July since the August meeting was cancelled.

#### IV. Old Business

##### 1. Durham Water-Update

Director Russo indicated that the department has a draft contract that EPA commented on and our department will be at a planning meeting session with the Durham Corporation Council, our Corporation Council, and all other parties involved in this project. Director Russo stated that Deputy Director Young met with Milone & McBroom about permits and Attorney Chris Smedick is currently working on the Intermunicipal Agreement. Director Russo further stated that this project is underway and we are looking toward a winter bid. There were some further discussions on this matter.

##### 2. Mattabassett-Update

Director Russo stated that the Department is meeting with DEEP tomorrow, Friday at 1pm. Everyone will be available before the holiday weekend. The meeting will include the Deputy Commissioner of DEEP, as well as, their staff and our people. Director Russo had received a letter from DEEP raising eight (8) separate issues with our Department and Director Russo responded to DEEP verbally to Dennis Graci about these issues. Mr. Graci indicated that our Department did reconcile five (5) issues out of the eight (8) and the other three are on their way to being reconciled, as well. The last item which is still a major issue is the size of the station and some additional equipment that the department believes is not necessary. There were cuts during the negotiations that the Department had with Mattabassett. DEEP was under the impression that the spot we chose to enter into the Mattabassett Facility was chosen by them based on the amount of pre-treatment we were performing at the pump station. We were giving the pump station pre-treatment for the security, peace of mind, and maintenance of the pumps, and the three-mile force transmission line. Director Russo stated in order to keep rags and debri out, automated screens were put in to keep sand and dirt out, a grit collector was also put in. These are the normal everyday ways you need to keep a sewage treatment plant running properly.

Director Russo indicated that Brian Armet, of the Mattabassett District, decided that he wanted to take a less costly avenue rather than rebuilding his entire headworks at the Mattabassett facility so he selected the location and told our department where it was and he designed with State funding a pipe that went to their property line that our Department would hook up to. Mattabassett was trying to save money on their project. Now there are new people at DEEP and they have no idea that this has taken place and DEEP is making our department fix the issue that Mattabassett has caused since they were trying to save money on this project. Chairman Aldieri indicated that Mattabassett lacks communication with DEEP's new team. Director Russo cannot wait until the meeting takes place tomorrow so that this last issue can get resolved as required by DEEP.

There were further discussions on this project and Director Russo also spoke about the department's bid on the Mattabassett issue, as well, and the WPCA gave their thoughts and opinions. This matter will be placed back on the WPCA Agenda for their next scheduled monthly meeting.

3. **Kleen Energy-Update**

Director Russo indicated that there is not much to report on this matter but that the department is getting an appraisal on what the assets are going to be worth and then this item will then have to be forwarded to Common Council.

4. **Middle Street Extension with Town of Berlin-Update**

Director Russo apologized to the WPCA stating that the Town of Berlin marked up the final draft agreement and sent it back to Director Russo but he has not had a chance to review the final draft agreement. Director Russo further stated that Chief Engineer Fazzino and Cardinal Engineering have been working on the plans for this project and they will be going out for bid this month. Chief Engineer Fazzino stated that he will be meeting with Purchasing Director, Donna Imme, tomorrow regarding the dates for the bid. Director Russo indicated that once the final contract is approved it will then need to be forwarded to the Common Council.

V. **New Business**

1. **69 Ridge Road – High Water Consumption Bill**

Director Russo stated that this was an appeal from Linda DeSena regarding a high water consumption bill for her property at 69 Ridge Road and wanted to see if the WPCA can give any relief on the bill. Director Russo stated that Chief Meter Technician, Mike Trevisan, checked the meter and everything was fine. Chairman Aldieri stated that this is rental property so there is nothing that can be done according to protocol and Director Russo's letter stands as is.

2. **122 Newfield Street, LLA – Billing Dispute**

This letter was for informational purposes only.

VI. **Staff Reports**

Deputy Director Young handed out his staff reports for May, June and July 2015 and went over his reports in further details. These reports were for informational purposes only.

Chief Engineer Fazzino handed out his staff reports for June and July 2015 and went over his reports in further details. These reports were also for further informational purposes only.

**VII. Adjournment**

**There being no further business, a motion was made by Councilmatic Representative Kasper and seconded by Vice Chairman Bishel to adjourn the meeting. Motion was approved. The meeting adjourned at 9:02p.m.**

**Respectfully submitted:**   
**Guy P. Russo**  
**Director of Water and Sewer Department/**  
**Acting Secretary for the W.P.C.A.**