

MINUTES OF THE CHESHIRE WATER POLLUTION CONTROL AUTHORITY (WPCA) MEETING HELD ON WEDNESDAY, JULY 24, 2013, AT 7:30 P.M. IN COUNCIL CHAMBERS, TOWN HALL, 84 SOUTH MAIN STREET, CHESHIRE CT 06410.

Present

Timothy Pelton, Chairman; Matthew Bowman, Steve Carroll, Mark Kasinskas
Staff: Dennis Dievert, WWTP Superintendent; Walter Gancarz, Town Engineer
Guest: Donald Chelton, AECOM

ROLL CALL

The roll was called and a quorum was determined to be present.

Mr. Pelton read the emergency evacuation notice.

1. PUBLIC COMMUNICATIONS

Chairman Pelton read three letters into the record of the meeting.

1. Letter from Town Manager Michael A. Milone to the Department of Corrections Dated July 16, 2013 RE: the DOC back billing issue for the State Prison.
2. Letter from Town Manager Michael A. Milone to the DEEP dated July 11, 2013 RE: Cheshire's participation in the 50% grant for phosphorous removal project.
3. Letter from John Granatelli, 6 Pondsides Place, RE: appreciation to Dennis Dievert and Public Works Department crews for their efforts on June 19, 2013.

2. APPLICATIONS
No applications

3. PROJECTS

a. WPCD Plant Upgrade Design

Don Chelton informed the Authority that the New Haven project was bid on July 23rd. The project estimate was \$50 million; it was awarded to Nickerson for \$47.5 million; and as a result, Cheshire's bid is pushed out to August 7th in Town Hall. He submitted a list of all the bidders for the Cheshire project. Forty companies have taken out plans and specs, including suppliers, sub-contractors, vendors, etc.

AECOM INVOICE #37359845 dated July 16, 2013 in the amount of \$45,706.28

MOTION by Mr. Carroll; seconded by Mr. Kasinskas

MOVED that the WPCA approve AECOM invoice #37359845 in the amount of \$45,707.28.

Discussion

This invoice does not include the June invoice for design, and Mr. Chelton said this is the first invoice on the construction phase. The June invoice was approved up to the maximum amount, and there will be discussions on the overage. Mr. Chelton stated that AECOM will include a letter with every invoice breaking out the costs for different tasks in the agreement. There is a letter dated July 17, 2013 in the packets.

VOTE The motion passed unanimously by those present.

b. Status WPCD Plant Upgrade Bid Process

No report

c. Change in bid deadline date

Previously discussed.

d. Status Phosphorous 50% grant funding

There was a letter written by Mr. Gancarz and signed by Town Manager Milone on this grant funding. Mr. Chelton stated Cheshire has done all it can do to position the town as a contender for this additional grant funding.

4. SUPERINTENDENT'S REPORT

a. Status of CT-WARN membership

Supt. Dievert looked into the WPCA joining CT-WARN, and he met with Mr. Milone, gave him the agreement, which has been turned over to the Town Attorney Al Smith. Mr. Smith reviewed the letter, found no problem except for Section 9, Indemnification provision, which was very broad. There is a need for the Town Council to accept the agreement. Once that is approved Mr. Milone will sign the Agreement, and Cheshire will be part of CT-WARN.

b. Cook Hill Pump Station

Mr. Dievert reported on the problems with the Cook Hill pump station. The tracks on the rail are deteriorating so it is hard to pull out the pump and put it back in. There is debris in the pump station from Elim Park which plugs up the pumps; levels came up above the rails; septic trucks had to come in; and there was phone call from Mr. Granatelli on Pondsides Place and crews worked to assist the homeowner in keeping sewage out of his basement.

The Authority was told by Mr. Dievert that something must be done with the Cook Hill Pump Station. There is a design for the station upgrade; support is needed from Elim Park as they are about 60% of the flow into this station.

Mr. Gancarz stated there have been discussions with Elim Park and installation of a shredder pump. He advised that the Council is holding CEP meetings for the five year capital plan, and the Cook Hill Pump Station is out to next year in the plan.

Mr. Bowman asked about replacing these rails.

Replacing the rails has been looked into, but the pump station would have to be shut down and bypassed. Mr. Dievert noted that the Pondsides Place homeowner is the lowest on the list, and a few years ago his basement was flooded.

Mr. Bowman cited three possible solutions – install a back water valve for a short term resolution; install a shredder pump at Elim Park; or replace the pump station.

5. TOWN ENGINEER'S REPORT

a. I/I Update

Mr. Gancarz stated he would have an interesting report for the August meeting. During the revaluation process, a question was added about sump pumps in houses, and people have been diligent about reporting pumps. There are double the amount anticipated, and the number is up to 1,075. These can be cross referenced with houses on sewers, and at this time the number is 619 pumps in sewered homes. There is now a process in place and more focused attempt to rein these in. Two-thirds of the 619 pumps discharging 25 gallons a minute at half time operation equates to 7.5 million gallons a day. There will be a GIS layer to plot these up to have them by location in town. Next month there will be a map and list of properties with sump pumps for Authority review.

It was stated by Mr. Bowman that these sump pumps are, probably, pumping out 60 gallons a minute.

Mr. Chelton suggested cross referencing this list with the last inspections done by AECOM. The basis of that list was the Assessor's Department giving tax breaks to homes with wet basements. 500 to 600 homes were inspected, and 30 to 40 were connected to the sewer system.

In the water metering report, Mr. Pelton said the number that hit him was 200 million gallons a year of I/I – perfectly clean water.

b. Water Consumption Billing – draft report

Copies of the report were in the packets of the meeting, and Mr. Gancarz reviewed the report with Authority members. The RWA data is very good. We have a good idea of the baseline flow of the plant, around 2.1 million gallons, and know where it is coming from. Mr. Gancarz has talked to staff from Wallingford, Meriden and Southington regarding data based on consumption base.

The consumption based billing will only affect residences; commercial/industrial properties already pay based on consumption and what the water meter reads. The prison gets charged more because they pay on consumption and infiltration.

Former Town Engineer Michaelangelo had looked at the method of payment based on the number of fixtures in a house, and the full report is available for review. Mr. Gancarz has discarded this method because of the many flaws involved.

Two different billing processes were looked at.

One is taking the entire WPCA budget, \$3.4 million, dividing it by the gallons treated, and coming up with a unit cost. A second way was to look at the fixed budget costs, and these account for 77.5% of the costs, and 22.5% associated with chemicals, electricity, sledge disposal, etc. Everyone connected would get a baseline cost that would not vary, and then be assessed based on the additional usage.

Doing it the straight per gallon way for 4,900 customers, 3,200 would have a reduced billing of \$100 to \$300; 800 would have an increase of \$100 to \$1,000.

The second method brings it back to a norm. Most people would pay the same because the base fee would be \$275 (out of \$355). 1,000 people would get a little decrease; and 300 would still have an increase.

It was noted by Mr. Gancarz that very few people have come forward to the WPCA with issues about their sewer use bill. He has concerns about 300 people with a \$100 to \$1,000 increase in the fee. It also comes down to the town administration and WPCA taking the complaints, and there is change of a significant backlash with a significant increase in the billings.

Mr. Bowman prefers the per gallon rate, and said if people get a \$1,000 bill, due to faucets and high running toilets and other water usage, they have options to reduce their bills.

Many of the high water usages are probable due to irrigation systems, and Mr. Gancarz said people on wells would have to install water meters and have it read. With irrigation systems, there is a subtraction meter because this water does not go to the sewer system. The Town would need a staff person to install and read these meters, and get the data back for billing.

Some towns bill quarterly and their revenue fluctuate, while Cheshire knows how much money is needed in each season of the year. The quarterly billings could result in a shortfall in the budget and a reserve account would be needed. The Town of Wallingford sends out 5,000 quarterly billings, and receives a few hundred complaints.

Another problem cited by Mr. Bowman is that the RWA has a tendency to bill out estimates, and in some cases the estimate is higher than the actual prior year billing for the same period of time.

Chairman Pelton acknowledged the great job done by Mr. Gancarz on the consumption billing project. WPCA would need an analysis of the administrative system and costs involved with a usage billing system.

Mr. Gancarz will research this issue and talk to neighboring towns.

A question was raised by Mr. Bowman regarding the names of residents who are consuming more water. He suggested that these residents be informed of their high usage and possible problems causing this high consumption. He also suggested having a flat fee up to a certain amount of water usage, and then people receive a supplemental billing for additional consumption.

Mr. Dievert stated that this is how the prison is billed – based on discharge not what is allowed to be discharged and rolls through.

Out of \$815,000 prison bill, Mr. Gancarz said that \$215,000 was I/I.

As much as he likes the concept of paying based on usage, Mr. Kasinskas said that 77% of the budget is fixed costs, and if the I/I is addressed, this percentage will go up. There is a lack of justice to have overall users paying based on water consumption when the problem is discharge. There may or may not be a correlation between usage and discharge.

c. Status CCI back bill

The DOC Commissioner has avoided answering questions on the back bill in his letter to Rep. Fritz. Mr. Milone's letter reminded the DOC Commissioner that the Town has not forgotten about this issue.

d. Update on North End development

The PZC approved this development on July 22nd; the project will come to WPCA with more specific plans; and when their options are defined Mr. Gancarz and Mr. Dievert will meet with the developers.

e. Status on purchasing meters

This is something being considered, and Mr. Gancarz said the meters have been rented in the past. He has spoken to a representative of the Hach and got a quote of \$48,000. He has also received copies of supplier quotes from Ridgefield, CT, and he will talk to people in Ridgefield to learn how the meters are working.

6. NEW BUSINESS

a. Review and discussion in Feasibility, Final Design, and Award of Capacity motion formats

The Authority had copies of the streamlined motion formats in the packets, and will review them for discussion and modification at the August meeting. Copies will be forwarded to the Town Attorney.

It was suggested by Mr. Bowman that the motion formats be provided to local attorneys who do business with the WPCA for their review and input.

b. Discussion of raising WPCA application fee

Mr. Gancarz will look into this issue for Cheshire and review fees of surrounding towns, with the assistance of Mr. Dievert.

7. OLD BUSINESS

a. Review and discussion of AECOM Invoice #37352417

Mr. Gancarz provided input on this invoice; has talked with Mr. Chelton about this invoice; and Mr. Chelton will provide additional information. The matter was tabled to the August meeting.

b. Status of open WPCA position

Chairman Pelton has discussed the open seat on the WPCA with Council Chairman Slocum, and requested that someone be appointed to fill the seat. He was told that this will be on the August Council agenda.

c. Septic System Summary from Chesprocott dated July 1, 2013

The report shows one repair.

d. Proper protocol/nomenclature for May 2013 WPCA meeting notes

Chairman Pelton informed the Authority members that when the meeting does not have a quorum present, the report of the meeting is "Notes of the Meeting" indicating a quorum was not present.

- **Non-Quorum meeting notes**
- **Notice to Town Clerk and website that there was no quorum but discussion notes taken.**

There will be modification to the May 2013 meeting with the appropriate nomenclature of "Notes" and this will be filed in the Town Clerk's office.

e. Approval of Minutes – Regular Meeting held June 26, 2013

MOTION by Mr. Carroll; seconded by Mr. Kasinskas.

MOVED that the minutes of the meeting of June 26, 2013 be approved subject to corrections, additions, deletions.

Discussion

Mr. Bowman added that at the June 26th meeting he had asked about notification of meetings by e mail, but not through proper channels, and someone was going to look into this.

Mr. Pelton stated that notification went to Mr. Bowman, and this is the official notification of a meeting to members. He checked with staff, and the notification did go out.

VOTE The motion passed unanimously by those present.

On the plant upgrade, Mr. Chelton noted the bids are scheduled to be accepted on August 7th, and the next WPCA meeting is August 28th. He suggested WPCA call a special meeting between these dates to review the bids and make the intent to award. This will keep things moving forward. AECOM can have something ready for the WPCA with a clean bid and known contractor within a week.

Chairman Pelton said that he would call a special meeting if required.

Mr. Chelton commented on the five year capital plan, which has \$1.7 million for the West Johnson Pump Station, and last month AECOM provided a new \$2.9 estimate for this project.

This was noted by Mr. Gancarz, and advised he and Mr. Noewatne will meet with Town Manager Milone on this project next week.


ADJOURNMENT

MOTION by Mr. Kasinskas; seconded by Mr. Carroll

MOVED to adjourn the meeting at 8:30 p.m.

VOTE The motion passed unanimously by those present.

Attest:


Marilyn W. Milton, Clerk