

MINUTES OF THE CHESHIRE WATER POLLUTION CONTROL AUTHORITY (WPCA) MEETING HELD ON WEDNESDAY, NOVEMBER 20, 2013, AT 7:30 P.M. IN ROOM 207, TOWN HALL, 84 SOUTH MAIN STREET, CHESHIRE CT 06410.

Present

Timothy Pelton, Chairman; Steve Carroll, Ken Cianci, Mark Kasinskas, John Perrotti, Thomas Scannell. Absent: Matthew Bowman
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.

PUBLIC HEARING – Proposed Sewer Use Fee for 2014.

Chairman Pelton read the legal notice for the public hearing into the record.

There were no members of the public present for the public hearing.

Chairman Pelton stated that there has been lengthy discussion by Authority members on the proposed sewer use fee for 2014. The recommendation of the Authority is to establish the fee at \$370.00.

Mr. Gancarz explained that this is a 4.2% increase; there has been reduced revenue with lower water usage; and he checked with RWA on the lower water usage. CCI is on a water inflow reduction program. The fee increase is an opportunity to build a contingency for the treatment plant upgrade, and the \$15 increase is a prudent action by the WPCA.

There were no further comments or questions. Chairman Pelton closed the public hearing at 7:36 p.m.

REGULAR MONTHLY MEETING

Chairman Pelton called the regular meeting to order at 7:37 p.m. Roll was re-called and a quorum was determined to be present.

1. **PUBLIC COMMUNICATIONS – None.**
2. **APPLICATIONS**

**HAI Group – 189 Commerce Court – Final Design Application
Letter to Walter Gancarz from Milone & MacBroom dated November 1, 2013.**

Letter from Walter Gancarz to Milone & MacBroom dated November 12, 2013.

Joseph Urso, P.E. Milone and MacBroom, Inc. represented the applicant, HAI Group. He informed the Authority that the company is planning a building expansion at 189 Commerce Court. The applicant has received a feasibility decision from IWW and PZC approval, and is going for final design approval.

Comments from Mr. Gancarz were in his letter of November 12, 2013 to Mr. Urso. A list of contacts for residential and commercial buildings was supplied to the Town by Mr. Urso for proper notification of when the pump station would need to be shut off. Copies of this letter were in the meeting packets. No back up system is required.

Mr. Gancarz stated that on the revised plans, items included containing the contents of the forced main when it shuts down. There was elimination of the provision of finding the isolation valves and shutting them off. He spoke with the Building Inspector; it is preferred this work be done before 8 a.m.; there was change to a 72 hour notice to insure someone from the Building Department is out there. The application shows 4,000 gallons, and this has been reduced to 2600 gallons. With regard to a generator on site, Mr. Gancarz noted that many would be needed. This is an industrial area, everything is satisfactory.

MOTION by Mr. Pelton; seconded by Mr. Scannell.

MOVED that the Cheshire WPCA approves the Final Design and Award of Capacity for HAI Group, 189 Commerce Court, Cheshire CT 06410.

(A copy of the entire motion is attached to the minutes of this meeting)

VOTE The motion passed unanimously by those present.

3. PROJECTS

Invoice #37390352 from AECOM dated November 4, 2012, \$43,701.52

MOTION by Mr. Scannell; seconded by Mr. Cianci.

MOVED to approve Invoice #37390352 from AECOM in the amount of \$43,701.52.

VOTE The motion passed unanimously by those present.

a. Letter to Tim Pelton, WPCA from AECOM dated November 11, 2013

Chairman Pelton explained that this letter refers to the cost overages to complete the design phase of the project. AECOM was asked to reconcile and clarify the reasons for the cost overages.

AECOM's representative, Mr. Chelton, informed the WPCA that the company has provided a detailed report on the overages. There were three areas cited – furnishing additional efforts in connection with the DEEP approval, \$12,300; additional design elements requested by the Town, \$5,300; and AECOM's under estimation of the cost to complete the design - \$23,900. AECOM is requesting the WPCA's authorization to pay the additional expenses on the project.

Mr. Perrotti commented on AECOM's under estimation of its costs to complete the design, and asked for particular details for the under estimation.

The WPCA was told by Mr. Chelton that each AECOM department provides an estimate to his team to complete the design, and one department blew their number, with some small overruns with other groups.

Mr. Gancarz has reviewed the cost overage information from AECOM. From the Town's standpoint, \$5,300 of the overrun is from the Town, and DEEP does find new questions to be asked and things to be substantiated. The \$23,900 AECOM overage is due to the firm's under estimation. The recommendation to the WPCA is to pay the \$12,300 and \$5,300 overrun costs, and as a good faith effort, pay \$3,150 for the design overages to a total of \$20,750. This is one half of the request, and AECOM eats the rest of the overage on the final design.

It was agreed by Mr. Perrotti for WPCA to bargain AECOM's portion of the overage, split up the overage, and make an effort to AECOM and close this out.

Mr. Carroll stated he was uncomfortable that we start out with a contract, then there are overages, over which the Town has no control, but has responsibility to pay. He would be willing to pay the Town and DEEP extra charges, and reach a compromise with AECOM for their overages.

Chairman Pelton commented on towns not being able to predict what DEEP would turn out, and said the Town could pay 25% of the \$23,600 AECOM overage, for a total payment authorization of \$23,575.

Stating he appreciates the discussion on this issue, Mr. Chelton believes AECOM should have done a better job in its estimation. He would not argue the compromise proposed.

MOTION by Mr. Perrotti; seconded by Mr. Carroll.

MOVED that the WPCA pay a total of \$20,750 for the AECOM overruns to close out the design and engineering phase of the project.

VOTE The motion passed unanimously by those present.

Mr. Chelton will send an amended invoice next month for signature and payment.

b. Update on WWTP construction

Mr. Chelton informed the Authority that the plan is in motion; there are some modifications to the site; a 20+ page schedule was received from the contractor on the project; and this schedule will be forwarded to the WPCA members. The site manager and project manager are on site.

Mr. Gancarz displayed page #1 of the 20+ page schedule; it is a preliminary two year road map; it will be critiqued by staff and a revised plan will be developed.

Supt. Dievert meets daily with the project foreman, and there are monthly progress meetings of the team.

According to Mr. Gancarz the building inspector broke down the building permit for new and renovated buildings; there were minor comments; permits should be issued shortly. IWW approval has been received to fill in the majority of the emergency sledge/lagoons at no cost due to having surplus fill.

The proposed completion schedule for the project is now 20 months.

4. SUPERINTENDENT'S REPORT – Supt. Dievert

a. Update Cook Hill Pump Station rail repair

Supt. Dievert advised that the new rails for the station along with new side brackets were installed on November 7th.

5. TOWN ENGINEER'S REPORT

a. Update on North End Development

No report.

b. Status Cook Hill Pump Station new pump installation

The design is being worked on for safety, maintenance and pump issues.

6. NEW BUSINESS

a. Freedom of Information Act letter to clerks

Chairman Pelton referred to the letter from Town Manager Milone to clerks of all boards and commissions regarding FOI requirements. He stated that the WPCA would adhere to the FOI requirements in conducting its business, particularly citing the names of members for a vote that is other than unanimous of those present.

b. Determine Sewer Use Fee for 2014.

MOTION by Mr. Scannell; seconded by Mr. Perrotti.

MOVED that the WPCA establish the Annual Sewer Use Charge Fee at \$370.00 per single family equivalent dwelling unit. Non-residential users shall pay an amount based

on their relative water usage in accordance with the format outlined in the Sewer User Charge Regulations, but not less than \$370.00 per year.

VOTE The motion passed unanimously by those present.

7. OLD BUSINESS

a. Update on phosphorous grant funding 30% vs. 50%

At a recent meeting of the Connecticut Association of Water Pollution Control Authority group, Chairman Pelton said the phosphorous issue was discussed. Originally, the first three towns with submission and plants ready to go were to receive the 50% award, and at this time we have no idea where Cheshire is at this time for the award. Mr. Pelton was told the award would go to the municipalities "they want to award to go to." The Town should not be counting on receiving the percentage increase.

Mr. Gancarz said a decision should be made within a few weeks. The Town is awaiting return of the Clean Water Fund agreement for reimbursement of design fees. Not receiving this agreement back could be a positive for the phosphorous grant.

b. Letter from Chesprocott dated November 4, 2013

No issues.

c. Meeting date for December is 12/18/13.

At the next meeting, the contractors will be coming in, and a quorum is required for this meeting for WPCA approvals.

d. Approval of minutes – Regular Meeting, October 23, 2013

MOTION by Mr. Carroll; seconded by Mr. Scannell.

MOVED to accept the minutes of October 23, 2013 subject to corrections, deletions, Additions.

Correction: Matthew Bowman was "absent" (not present) for the meeting; and Mr. Cianci was "present" (not absent) for the meeting.

VOTE The corrected motion passed unanimously by those present.

Mr. Gancarz reported that there was a meeting with the DOC on November 6th. The prison is doing an inflow investigation which is a 3 month project, along with installation of new flow meters and testing. Town Manager Milone sent a follow-up letter to the DOC Acting Commissioner on the back billing and amended contract. The Town still has legal action/lawsuit pending against the DOC.

The WPCA was told by Supt. Dievert that the flows from the prison for November 2013 were lower than last year.

8. ADJOURNMENT

MOTION by Mr. Carroll; seconded by Mr. Cianci.

MOVED to adjourn the meeting at 8:35 p.m.

VOTE The motion passed unanimously by those present.

Attest:

Marilyn W. Milton, Clerk