

**MINUTES OF THE CHESHIRE WATER POLLUTION CONTROL AUTHORITY  
(WPCA) MEETING HELD ON WEDNESDAY, JANUARY 22, 2014, 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, Ken Cianci, Mark Kasinskas, John Perrotti, Thomas Scannell.

Staff: Dennis Dievert, WWTP Superintendent; Walter Gancarz, Town Engineer

**ROLL CALL**

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

The group Pledged Allegiance to the Flag.

Chairman Pelton read the emergency evacuation notice.

**1. PUBLIC COMMUNICATIONS**

**Letter from Jeanette Bothroyd and Constance Dice dated January 3, 2014  
RE: Utility Extension for the Outlets at Cheshire.**

Mr. Gancarz stated that until there are plans received from W. S. Development, the Town cannot respond to this letter. The subject property is on the northeast quadrant of RT 10/I-691 across from mall, and it is to be developed into something else. The property owners want to coordinate sanitary sewer connections to their property, and have been in contact with the developer.

**2. APPLICATIONS**

**a. Memorandum to Planning and Zoning from Walter Gancarz, dated  
January 8, 2014 approving proposed in-law suite at 384 Hayledge  
Court.**

Mr. Gancarz reported that the main house is connected to the sewer system, with the in-law expansion using the existing lateral.

**b. Application for Feasibility Approval for Ball & Socket Arts at 493  
West Main Street.  
Memorandum to WPCA from Walter Gancarz dated January 15, 2014  
regarding Ball & Socket Arts application.**

Mr. Gancarz reported that this is the former Ball & Socket manufacturing facility which is being developed for an arts center. The developers want to connect to the sewer system based on 10,160 gpd, which is greater than the 600 gpd planned for growth in this area. Building Department records refer to a 5" and 8" connection to the system located west of the buildings. It is important that an exact location be ascertained. Mr. Gancarz said there are several stipulations to be in the final application. They are cited

in his memorandum dated January 15, 2014 – 1) the exact location of the proposed connections; 2) camera inspection of the lateral(s) to verify their condition and connections; 3) a new connection fee will be assessed and paid at the time the new connection(s) are made to the sewer system.

MOTION by Mr. Bowman; seconded by Mr. Kasinskas.

MOVED that the WPCA approve the Ball & Socket property, 493 West Main Street, Cheshire CT 06410, for facility approval; this will include the contents of the letter from Town Engineer Walter Gancarz, dated January 15, 2014, regarding enhancement to the design including pressure testing.

Discussion

Mr. Kasinskas stated his agreement with the additional conditions stated by Mr. Gancarz in his memorandum. He noted there is not much on the plans that have been presented; there is an I/I problem suspected at the location, lots of water on a seasonal basis; and WPCA must make sure it knows where the lines are and that they are connected to something.

According to Mr. Bowman, this building is from the 1800's.

VOTE The motion passed unanimously by those present.

- c. **Application for Feasibility Approval for proposed industrial storage facility at 225 Blacks Road.  
Memorandum to WPCA from Walter Gancarz dated January 15, 2014  
Regarding Blacks Road LLC application.**

This is a storage facility with a sewer running down the street, and Mr. Gancarz informed the Board that the plans came in on December 13, 2013. He said the original plans showed connection to a manhole; this must be omitted; there is a lateral which connects to the stub at the street line; and there is a bend in the lateral. The applicant must verify the elevation of the lateral, as it shows a 2% slope which indicates an elevation of 164.7 at the curb. There is a street elevation of 172 so the lateral is not deeper than 160. A test pit should be done to verify where the connection is and adjust the invert leaving the building. Using a typical application they come up with 1960 gpd, but Mr. Gancarz does not believe they will get to that number, and a lesser flow is more realistic. Regarding the bend in the lateral, they have a straight shot out to the lateral. With the final application this should be addressed.

MOTION by Mr. Bowman; seconded by Mr. Carroll.

MOVED that the WPCA approve the staff wording on the proposed storage facility at 225 Blacks Road, Cheshire CT 06410; and include the memorandum dated January 15, 2014 from Town Engineer Walter Gancarz to the WPCA.

VOTE The motion passed unanimously by those present.

**3. PROJECTS**

**a. WPCA Update**

Supt. Dievert reported that the dewatering zone is completed for the phosphorous zone and UV system; 55 wells have been placed around where the building will be, with 3 more in the area near the denitrification building. Mr. Dievert has met with the project manager, but they are not starting the dewatering due to the colder weather. The digester cleaning is not going very well; there is trouble getting pumps down (1 was too small, and 1 was the wrong pump); they did get a grinder pump down but there is lots of sludge right now that is frozen. They brought in a re-bar and forms for the administrative building foundation; the next step is the sewer line and water line to the new building. Mr. Dievert stated the digester demolition continues, with gas lines and piping down, and lagoons are still being filled in. There are two clarifiers, 1970 and 1990 to verify patterns; and they will be pulled down to show elevations, patterns, where skimmers go out to the drain tank, and pull down each secondary clarifier, one by one, and inspect them for grout, damage, cement work etc. At this time the weather had hindered this being done.

The Board was told by Mr. Gancarz that Supt. Dievert is doing a good job describing activities at the site and managing the plant during the construction. The dewatering wells were put in 10 feet on center all around the perimeter where the UV and phosphorous building is going in because it is down about 15 feet. They are put in, connected together and they pump them. The digesters are about 20 feet high; plant crew brought it down to about 6 feet; there is a subcontractor in to clean out the bottom and they have run into difficulties. It is now open to the elements, it is cold in there, but the general contractor expects the work to be done in a month.

**b. PBC Update**

Testing was done 1 ½ weeks ago with the report available within one week. AECOM will look at the report, make recommendations on encapsulation, removal or something else.

**c. Application 2 from Carlin Contracting dated December 31, 2014 in the amount of \$269,986.19.**

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

MOVED that the WPCA approve application 2 from Carlin Contracting dated December 31, 2014 in the amount of \$269,986.19.

VOTE The motion passed unanimously by those present.

**d. Invoice 37408085 from AECOM dated January 13, 2014 in the amount of \$95,945.41 and cost summary.**

MOTION by Mr. Bowman; seconded by Mr. Carroll.

MOVED that the WPCA approve AECOM invoice 37408085 dated January 13, 2014 in the amount of \$95,945.41 and cost summary.

Discussion

Mr. Gancarz reviewed the invoice and recommended it for payment. The "score card" is on the last page of the documents and shows time and materials, and shows the various tasks and efforts.

VOTE The motion passed unanimously by those present.

- e. **Invoice from U.S. Bank Corporate Trust Services dated January 2, 2014 in the amount of \$500.00**

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

MOVED that the WPCA approve the invoice from U.S. Bank Corporate Trust Services dated January 2, 2014 in the amount of \$500.00.

Discussion

Mr. Gancarz informed the Board that this invoice was received two weeks ago, and this is part of funding the application. The agreement is in place, and before the next meeting there will be payment request for the first reimbursement, to include \$1.950 million from AECOM's design and two Carlin payments. The total is about \$3 million.

VOTE The motion passed unanimously by those present.

**4. SUPERINTENDENT'S REPORT – Supt. Dievert**

On behalf of the WPCA and the Town of Cheshire, Chairman Pelton congratulated Supt. Dievert on his receiving the "E. Sherman Chase Award" from NEWEA in recognition of his outstanding engineering professionalism. The award will be presented to Supt. Dievert on January 29<sup>th</sup> in Boston at the NEWEA Luncheon.

**a. Status of primary and secondary digester emptying.**

Supt. Dievert informed the Board that he and Mr. Gancarz met with Fire Chief Casner, and the Chief is comfortable with the defined space program. He stated that our safety requirements are stricter than those of the contractor.

**b. CCI Meter status.**

This prison meter is working again and Supt. Dievert said there are problems with the maintenance and operation of the meter. When it clicks to "0", it is frozen and does not work for a week or more. The meter needs some site operation and maintenance.

There is ability to get additional information from the meter, but Mr. Gancarz said this is not being done.

The Board discussed the Town (through Supt. Dievert) getting a key pad which plugs into the meter. They also talked about the Town's right to put in a redundant meter. It was agreed that Supt. Dievert would get a key pad and have access to the DOC meter.

Mr. Perrotti stated the Town should research getting the latest technology for Mr. Dievert to maintain this situation. Supt. Dievert will work with the contractor who installed the meter, and get a key pad.

**5. TOWN ENGINEER'S REPORT – Walter Gancarz**

**a. Update on North End Development.**

Mr. Gancarz reported there are no definite plans for the project; the application is before the PZC; and he believes the application will have a proposed plan for the sewer system by next month.

**b. Status Cook Hill Pump Station – new pump installation.**

This pump station installation has been discussed by Mr. Gancarz and Supt. Dievert. The last cost estimate was \$647,900. For funding, there is \$150,000 left in the Elim Park donation; \$50,000 in the engineering design budget; and the Council can authorize up to \$350,000 without requirement of a referendum vote. Using the \$350,000 and \$150,000 (\$500,000 total) Mr. Gancarz stated that the Town crews could install the new pump station at a lower cost and do a good job. Supt. Dievert would control the overall pace of the work. The idea has been discussed with Town Manager Milone who asked that the WPCA discuss it before a decision is made to go to the Town Council for approval.

Chairman Pelton commented on not wanting Supt. Dievert to take his eyes off the treatment plant upgrade construction project. He also questioned there being enough manpower and expertise to do the pump station project.

Stating this was a concern for Mr. Gancarz, Mr. Dievert said he believes the job can be done by the Town crews.

In that regard, Chairman Pelton said there would be no wiggle room on the numbers, and the project must be completed for \$500,000 if this model were to be approved. There is no contingency or slippage, and the funding must fit the project.

Mr. Carroll agreed with Mr. Pelton's comments, and asked when the work would be done.

In reply, Mr. Gancarz and Mr. Dievert both said 2014, probably during the month of October. There are things which could be done with the \$150,000 funding from Elim Park, such as the small building/electrical control equipment.

Mr. Carroll applauds the plan, but said the financing makes him nervous; there is no wiggle room; and he is not sure about there being no problems. A referendum approval provides more financing, and the Town would follow the plan, with the project possibly coming in under budget.

Mr. Perrotti commented on the WPCA undertaking this project, and showing the Town it can save up to 35% on the project. There should be due diligence up front so there are no surprises, some recon work should be done, and with funding the WPCA should take Supt. Dievert's information and let him do the project.

The Board was informed by Mr. Dievert that the Town has an E1-and E-2 licensed electrician on staff who can do and is willing to do the work. There is a risk being taken but Mr. Dievert believes it can be pulled off.

Mr. Gancarz stated he is nervous because the project would be right on budget, yet he is confident the work can be done, with HVAC work going out to bid. The staff can go a little further, get prices on the key components, tie down some items, and get a higher level of confidence. Undertaking this project shows some initiative and saves money, so he has no problems looking into the project in the next few months.

The area of special projects was raised by Mr. Cianci and whether this project would be bound by prevailing wages, as some sub-contractors do not do prevailing wage work.

This is not a federal or state funded project and Mr. Gancarz advised that prevailing wages would not enter into the project.

Mr. Cianci said that the demolition, addition and other things which are one item could be put into a one item package making it available for a \$200,000 job, and a company may be willing to bid on it.

The building being discussed is a simple electrical room and Mr. Dievert said this pump station is not large.

Chairman Pelton sees this matter proceeding with more strategy, timeline, and planning. The concept is to go at phase #1, and then look at phase #2.

The idea of putting together a list of qualified sub-contractors was raised by Mr. Cianci. The list could be made up of five (5) contractors for each area of work.

Mr. Bowman stated that unless some company is pre-qualified, the WPCA would have to go with the lowest bidder. He said the more everything is lumped together the more control a company will have.

**c. Sump Pump redirection campaign update.**

Will be discussed later in the agenda.

**d. I/I Program update**

Mr. Gancarz has met with John Regan and it is set up for around March 1<sup>st</sup> to get flow meters back, and they will be put in the same locations as last April. The historic flow is 5,000 gpd; this is a substantial flow; and with April a usually wet month, the metering will be done again.

Last month information was handed out on the sump pump redirection campaign, and Mr. Pelton said he expects feedback from Authority members.

**c. Sump Pump redirection campaign update.**

Mr. Perrotti reported he did some review and research and learned that most municipalities have a funding aspect tied into their sump pump problems, along with meeting certain criteria. He cited an example of a town paying a homeowner \$1,000 for one level and up to \$3,000 based on the criteria being met.

The concept of charging an additional \$20 fee on the sewer use bill was raised by Mr. Bowman, and using this money to fund the costs of a sump pump campaign.

There are two I/I accounts, and Mr. Gancarz reported one is for inspection and one for remediation. It must be determined whether this money can be used for the sump pump campaign. The accounts could total \$150,000.

The Authority members discussed whether or not such a fee would work, and if there would be a sunset date in place.

Mr. Pelton's recommendation is to use the funding in the I/I accounts if the money can be used for the campaign.

According to Mr. Gancarz the first step is to quantify the numbers as to what we are dealing with regarding sump pumps.

It was stated by Mr. Perrotti that another piece of information he came up with was that with a house transfer there must be an inspection for a sump pump. If the pump is an illegal hook-up, it must be remediated.

A map was displayed by Mr. Gancarz relating to the sump pump program. He pointed out that 1,048 sump pumps were found in the 2013 assessment. The GIS system over-lay showed whether these pumps worked, and where the sewer service is located. 263 sump pumps are outside the sewer service, and 777 pumps were in the system.

There was a study done by AECOM in 1997 and in 2006. The report does not identify which houses were inspected in 1997 in the Elmwood Drive/Circle area of town, but 28 were connected to the sewer system. The 2006 study identified 17 sump pumps with 126 of 255 houses inspected. On the map, Mr. Gancarz pointed out 172 houses from the 2006 study (light purple squares) that were inspected. The goal was to get to quantify how many sump pumps there are, and it is expected 25% of the 560 houses

will have pumps. The north end of Town is fine, and there is no fluctuation in the pump stations in this area of Town.

The steps in the sump pump program were briefly reviewed by Mr. Gancarz, who explained that the initial step would be to send a letter to the 500+ households regarding inspection of the sump pumps, and whether they are connected to the sewer system. If there is resistance to the pump inspection, the Town will inform homeowners there is an ordinance and they could be in violation if they refuse inspection. Following the inspection and report there can be a determination on the number of sump pumps, connection to the sewer system, and estimated costs for the full project. If a sump pump is connected to the system, the Town will discuss disconnection with the homeowner. Mr. Gancarz commented on the fact that it may be necessary to develop an ordinance which states that when a house is transferred there must be inspection for a sump pump and its connection as part of the process.

WPCA members agreed with the statements made by Mr. Gancarz, particularly sump pump inspection when a house is being transferred.

Mr. Perrotti commented on the education part of the process, and educating realtors to look for sump pumps, knowing it will be part of the steps of house inspection.

Mr. Kasinkas said that getting people to know "what is a sump pump" and how it can be connected to the sewer system is a big education point. The Town representatives must be nice about all of it, as there is a base level of misunderstanding about sump pumps, and people do not know the difference between the sewer system and a storm sewer.

Chairman Pelton formed a special Sump Pump Sub-Committee to include: John Perrotti as Chairman; Mark Kasinkas – Education; Steve Carroll – Ordinance; and Tim Pelton – Finance.

The letter to homeowners will be pulled together by Mr. Pelton and Mr. Gancarz. The draft letter will be sent to the Town Attorney for review, and to insure it is legally correct to send out the letter. Once the letter is finalized and approved by the Town Attorney and WPCA, it will be sent out.

Mr. Perrotti suggested the use of technology as the first step in the notification process.

It was determined that the Town does not have e-mails and cell phone information for all residents. The letter will be sent to home addresses.

**6. OLD BUSINESS (none)**

**7. NEW BUSINESS**

**a. Tighe & Bond 2011 Connecticut Sewer Rate Survey.**



The survey was in the meeting packets. Mr. Gancarz noted that Cheshire's sewer use fee is within the average of \$321 a year as stated in the survey.

**b. Letter from Chesprocott dated January 6, 2014.**

There was nothing of significance in the letter.

**c. Approval of minutes – Regular Meeting of December 18, 2013**

MOTION by Mr. Pelton; seconded by Mr. Scannell

MOVED that the WPCA approve the minutes of the Regular Meeting held on December 18, 2013, subject to corrections, additions, deletions.

VOTE The motion passed unanimously by those present.

Prior to adjournment, Mr. Bowman asked that Town Council members be informed as to what is ongoing with the treatment plant upgrade.

Chairman Pelton agreed that this should be done and Councilors will receive updates and reports.

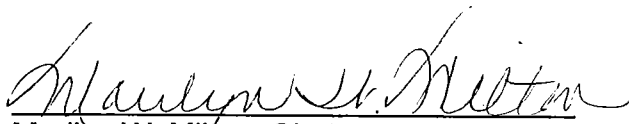
**8. ADJOURNMENT**

MOTION by Mr. Perrotti; seconded by Mr. Carroll

MOVED to adjourn the meeting of January 22, 2014 at 8:51 p.m..

VOTE The motion passed unanimously by those present.

Attest:

  
Marilyn W. Milton, Clerk