



**Stamford Water Pollution Control Authority Board Meeting
Monday, March 21, 2022**

5:30 p.m.

Meeting held via teleconference

Full Meeting Minutes

Attendees

Ed Kelly	Chairman, WPCA Board Member
Matthew Quiñones	WPCA Board Member/ Director of Operations
Sandra Dennies	WPCA Board Member / Director of Administration
Amiel Goldberg	WPCA Board Member/Board of Reps
J. R. McMullen	WPCA Board Member/Board of Finance
Merritt Nesin	WPCA Board Member / Technical Committee Chair
Robert Barocas (absent)	WPCA Board Member / Finance Committee Chair
Adam Perlaky	WPCA Board Member
Steven Bagwin	WPCA Board Member
William Brink	Executive Director, WPCA
Rhudean Bull	Administration Manager, WPCA
Ann Brown	Supervising Engineer, WPCA
Mark Turndahl	Accountant, WPCA
Robert Pudelka (absent)	Plant Supervisor
Steve Pietrzyk	Collection System Supervisor
Crystal Blair	Administrative Account Assistant, WPCA
David Yanik	City Controller
John Mastracchio	Collection Attorney (Ackerly & Ward)
Lynda Roca	CompUtil
Brian Teitlebaum	Perna Lane Resident
Nancy Freeman	Volunteer w/ Stamford Animal Shelter Alliance

Call to Order, Pledge and Roll Call

E. Kelly, Chairman, called the meeting to order at 5:37pm with roll call. The delay was due to technical difficulties. A quorum was present—eight (8) Board Members.

Public Participation

No public participation at this time; two (2) members of the public were present.

Minutes Approval Full Board Meeting of February 28, 2022

E. Kelly made a motion to approve the February 28, 2022 minutes; seconded by S. Dennies. There was no further discussion. **Vote: 8-0-0.**

NOTE:

Due to continued technical difficulties the Chairman moved to item #6 & #7, Sub-Committee Report and Financial Update.

Sub-Committee Reports

Finance Committee

S. Dennies, Committee Vice-Chair provided the report saying that the meeting was held prior to the Board meeting. She reported that D. Yanik provided an update to FY2021 Auditor's Report. She reported that the Auditor's priority has been shifted to the WPCA to complete the required financial to avoid being held in default. She reported that the February financials and receivables were discussed month over month and year over year; that the financials are healthy; that B. Brink updated the committee on the FY22-23 Revenue Budget; that the on line billing services (KUBRA) contract has been executed and is in operation.

Technical Committee

M. Nesin stated that the committee meeting was held on Wednesday, March 16, 2022. He reported that Plant

operations are running well and the site looked good. He reported that there is a vibration in the sewage pump and that Wright Pierce has provided a recommendation. He reported that the Perna Lane sewage line, Sludge Management Plan and the planned Dog Pound were discussed. He concluded saying that there was a report on the other capital projects and that new construction is underway.

Financial Update

CompUtil Report

L. Roca reported that liens have been placed and that of the 1,400 accounts that were scheduled to be lien, only 726 were placed on accounts with balance of \$30.00 or more. She stated that CompUtil is preparing for the April billing and working with Administration regarding Kubra, as well as making collection calls. She went on to say that the KUBRA transition is going well; that their features are good and the system is very user friendly. S. Dennies had several questions regarding lien placement, to which L. Roca answered to her satisfaction.

Receivables & Arrears

M. Turndahl reported for the month of February

- \$2.407 million received versus \$2.352 million previous year sewer use fees
- Oldest receivables by year was paid down by \$14,656k
- Receivable balance over 120 days past due \$2.509 million versus \$2.383 million previous year
- Average collection rate is at 99.38%
- \$296,480K cash collection through February
- \$12.267 million sewer usage payments and \$1.827 million in assessments and collection payments

February 2022 Financial Update

M. Turndahl reported the following:

- \$1.4 million net income
- \$9.3 million in Pool Cash
- \$18.6 million in Capital Reserve Account
- \$17.762 million in Construction Fund

S. Dennies requested that the Financials and the Board meeting materials be sent by Thursday or Friday of the previous week so that she would have the weekend to review. M. Turndahl and B. Brink agreed to have the documents to the Board before the weekend.

A&W Collections Report & Update

➤ J. Mastracchio reported the following:

- 271 Active files
- 57 accounts with balances above (\$5,000) Foreclosure Threshold
- 32 In payment plans, 2 stayed due to bankruptcy filings
- Sixteen (16) active foreclosures
- 3 Judgement Lien foreclosures
- 14 with payment plans below Foreclosure Threshold
- 185 with no payment plan below Foreclosure Threshold
- Ten(10) files closed since last month
- Collected \$18,362.22 for March
- Total collected for 2022—\$77,729.78

Safety Report

R. Bull reported that according to the City's Risk Management records, FY'21 had seven (7) injuries totaling \$40,000 –vs- five (5) injuries for FY'22 totaling \$1,500. She stated that there was a recently injury that is not included in these numbers; an employee tripped over the wheel block going to the City vehicle, fell on his face, injured his nose, left wrist and left knee. He incurred some loss time from work.

Administrative/Budget Report

R. Bull reported the following:

- Staffing
- Employee resignation
- Detailed staffing vacancies and upcoming vacancies
- Planned staffing hiring
- Testing to fill vacancies

- Workers' Comp open claims for the WPCA
- Other Admin topics
- Vehicle accidents
- WPCA's current budget financial position
- Darien current payment status
- IUOE and City / WPCA negotiations

For the Covid-19 update, R. Bull reported that the Mayor's mask mandate for City of Stamford employees is still in effect. She also reported on the number of WPCA vaccinated employees and stated that there had not been any new confirmed Covid-19 cases since the last meeting.

Sub-Committee Reports con't

Workforce Development Committee

S. Bagwin stated that there was a committee meeting held Thursday, March 17, 2022 and that R. Bull discussed in the Admin / Budget report all topic of the meeting; no further discussion is needed.

Executive Director's Top Ten

B. Brink briefly went over his monthly report; the report will be made a part of these minutes.

Discussion and Review: Final FY23 Operating Expense and Revenue Budget

R. Bull provided a brief update on the final benefit numbers from OPM for the FY'23 Operating Expense budget. She explained that the Pension and OPEB final budget numbers decreased as a result of several long-term employees retirement and that total budget amount with the changes decrease the FY'23 Operating Expense budget to 1.4%.

Discussion: Proposed Animal Shelter

A. Brown presented an aerial view of the WPCA Plant site, showing the area of the proposed animal shelter relative to the buildings currently standing. She stated that the WPCA has some concerns about the placement of the animal shelter in terms of future Plant expansion, given that the real estate is limited. She explained that the shelter would be very close to an old WWII building, which houses City Facilities and WPCA employees and gating / fencing would be needed to separate the shelter and its participants from entering the WPCA site.

A. Goldberg questioned how this all came about to which M. Quiñones explained that the proposed Animal Care Control Center has been an issue for over a decade and that several other locations have been reviewed. He stated that this issue of the center is a working concept that has not been formally designed but is coming out of a recommendation from Engineering. He stated that other areas reviewed were Courtland Park, Haig Avenue and that ultimately the Plant is the best location City wide. He went on to say that B. Brink and A. Brown are being brought into the conversation now so that some of the issues A. Brown mentioned are factored in before the design is complete. He further stated that this concept is still in the approval stage; that it had been placed in the Capital budget for this year.

A. Goldberg asked that if the WPCA does not think this building site is a good idea, what would happen. M. Quiñones answered saying that ultimately the decision authority is resting from a funding standpoint and will need to go through the normal budget process; that the WPCA is not a formal decision maker in this process. A. Goldberg stated that the WPCA is a constituent whose input should be sought and respected. M. Quiñones said that for him the commitment is that the WPCA is a part of the design of the center so that their concerns are factored into the design at the onset.

After additional discussion, B. Brink pointed out that there are concerns for future expansion and where to equipment and building placement would be with regards to the Sludge Management Plan. More discussion ensued and E. Kelly stated he would like to know the background of placing the animal shelter on the Plant site. Nancy Freeman, a volunteer with the Stamford Animal Shelter Alliance, a non-profit group set up under Mayor Martin to be the official fund raiser collecting donation on behalf of the Animal Care Control Center, provided background information. She stated that there has been a lot of research and money spent to try to find alternative locations. She stated that going back to 2011, the City commissioned some architects to find locations for the shelter—Cummings Park, Cove Park, Courtland Avenue, Rosa Hartman Park, Scofield Park, Czescik Park. In 2016, the City looked at two locations at Scalzi Park, property on Haig Avenue, property near the Stamford Museum and Nature Center, a location near Davenport School on River Bank Road and state land off the Merritt Parkway. She stated a lot of time was spent discussing property swaps with BLT, which ultimately did not go anywhere. She said that there is something to be said about the Plant site location; that it has water views and the architect hired was excited about this location for the center. She stated that the smell of the Plant is better and

that Mayor Martin had discussed and approved the location for the Center. She stated that there was opposition from former Director of Administration / WPCA Board Chairman, Michael Handler but that Mayor Martin explained there would not be a need for any future expansion based on population growth. A lengthy discussion ensued and after some while, the discussion concluded with S. Dennies stating that she would provide the Alliance with other available City properties. Chairman moved to the next agenda item.

Old Business:

No old business for discussion.

New Business:

No new business for discussion.

At 6:33 pm, J. R. McMullen made a motion to adjourn the March meeting; seconded by S. Bagwin. There was no further discussion. **Vote: 8-0-0.**

Stamford WPCA Top Issues (3/21/22)

No.	Issue	Action Description	Impact	Status	Schedule
1	COVID-19 Outbreak	Take action to reduce impact on SWPCA Operations and Finances	Operations and Financial	No positive COVID cases since last Board meeting. All have returned to work. 94% of staff is fully vaccinated.	Unvaccinated staff are tested weekly by City contractor.
2	Primary sludge pumping and dewatering equipment is aged and in need of replacement. Equipment in primary clarifier No. 1 is severely corroded and needs to be replaced.	Upgrade the primary sludge pumping and dewatering system with new equipment to improve primary sludge pumping and grit removal. Replace the equipment in Primary Clarifier No. 1	Increase system reliability and improve grit removal to protect downstream equipment.	Received only two bids on March 17 th , both approx. \$10 million. Bids were much higher than capital budget of \$5.6 million or Engineer's estimate of \$6.4 million.	Considering our options including rebidding. Plan to start construction by fall 2022.
3	UV System Performance and Permit Exceedances	Upgrade UV System adding 2 new UV channels for system redundancy during peak flow and replacing aged Wedeco UV equipment with Trojan.	Regulatory and Operations	No UV dose exceedances since last Board meeting.	New UV system is substantially complete. Only a few items on punch list remain.
4	Extreme wet weather - high flow discharge and permit exceedance on 5/1/14. Record rainfall on 7/9/21 and 9/1/21 caused plant flows that approached or exceeded plant capacity.	Perform an Infiltration and Inflow (I/I) Study to identify and remove extraneous flows caused by rainfall and high groundwater	Regulatory and Operations	Have completed rehabilitation of sewers in Pilot and Phase I sub areas. Have completed sewer system evaluation surveys (SSES) in Phase II subareas.	Phase II sewer subareas next on priority list have been selected for rehabilitated in FY 21-22 with CDM-Smith to provide design. Will re-examine past smoke and dye test results to determine that all inflow sources have been removed.
5	BOR Resolution No. 4113 calls for planning for upgrading City drainage infrastructure and the WWTF to cope with extreme weather events.	Coordinate with City Engineering to evaluate impact of extreme weather events on the Hurricane Barrier and three (3) pump stations. Evaluate impact on SWPCA's pump stations and WWTF	Regulatory and Operations	Presented work completed and proposed short and long term measures to address high wastewater flows from extreme weather events to BOR Operations Committee on March 3 rd .	Will coordinate with Matt Quinones, Director of Operations and City Engineering to develop a short and long term action plan for SWPCA.

6	Personnel Safety	Comply with requirements for arc flash protection.	Operations	Siemens has completed electrical preventive maintenance (EPM) on the electrical switchgear at the treatment plant.	Data collected by Siemens from the EPM will be used by Tighe & Bond to complete the arc flash analyses and MCC panel labeling.
7	Sludge dryer before explosion was operating close to its capacity and there are limited options for disposal of sludge cake due to incinerators operating at their capacity and landfills that are closing, or won't accept sludge cake.	SWPCA needs to evaluate its future options for sludge processing and disposal and develop a long term Sludge Management Plan.	Operations	Met with Hazen on March 10 th to further discuss the ranking of the seven (7) short listed alternatives.	Hazen to refine the life cycle costing and selection criteria for the most viable alternatives. Plan is to visit treatment plants having sludge processing facilities similar to those being evaluated.
8	WPCF evaluations and improvements	Study, design, and construct WPCF improvements to replace aged equipment and increase operations and energy efficiency.	Regulatory and Operations	The Raw Sewage Pump Station, Secondary Treatment and UV Disinfection Improvements are substantially complete with all equipment now in service.	Vibration testing of the raw sewage pumps identified that the pumps' shafts have experienced excessive vibration at various pump speeds. Steel beams will be added to stiffen the structural steel columns supporting the pump shafts.
9	Providing sanitary sewers to Perna Lane Area	Evaluate cost effective options for providing sanitary sewers to the Perna Lane Area.	Operations	Project is currently on hold pending receipt of petition signed by 2/3 of property owners in favor of the sewer project.	W Brink and A Brown will attend BOR Operations Committee meeting on March 21 st to answer questions on the project raised by committee members.