



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

5:30 p.m.

Meeting held via teleconference

Full Meeting Minutes

Attendees

Ed Kelly	Chairman, WPCA Board Member
Merritt Nesin	WPCA Board Member/Technical Committee Chair
Matthew Quinones (Absent)	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
Robert Barocas	WPCA Board Member/Finance Committee Chair
Steven Bagwin	WPCA Board Member
William Brink	Executive Director, WPCA
Rhudean Bull (Absent)	Administration Manager, WPCA
Ann Brown	Supervising Engineer, WPCA
Mark Turndahl	Accountant, WPCA
Crystal Blair	Administrative Account Assistant, WPCA
Abigail Logrono	Account Clerk II, WPCA
Robert Pudelka	Plant Supervisor
Steve Pietrzyk	Collections System Supervisor
David Yanik	City Comptroller
William Ward	Collection Attorney (Ackerly & Ward)
Lynda Roca	CompUtil

Call to Order, Pledge and Roll Call

The Chairman called the meeting to order at 5:34 pm with roll call; there was no pledge of allegiance. A quorum was present seven (7 Board Members).

Public Participation

No members from the public were present

Minutes Approval of the Full Board Meeting of October 17, 2022

E. Kelly stated that the minutes were unavailable to vote on, and that the approval of the minutes will occur at the next Board meeting.

Safety Report

R. Pudelka reported that there were (10) ten claims which is up from the last two months. He stated that most of the claims are minor in nature, strains, back, neck, slip, trip & falls, and exposure to wastewater, totaling \$13,000. He stated that safety orientation was provided to the new OIT and MIT and that safety training was conducted by Nancy Barton from the City's Risk Management department at the Quarterly Staff meeting last Thursday. He ended his report saying that the next Site Safety meeting will be held on December 1st.

Administrative/Budget Report

R. Bull was unable to attend the meeting and will provide administration and budget information at the December meeting.

Sub-Committee Reports

Finance Committee

R. Barocas stated that the Finance Committee was held before the Board meeting and the following occurred:

- Financial health status update
- Update on the Sewer Connection statue status provided by Attorney Dana Lee
- Fulfillment of the auditor's requests

Technical Committee

M. Nesin reported the committee meeting was held on Wednesday, November 16, 2022, and the following was discussed:

- Tighe & Bond engineer's report on Perna Lane Sanitary Sewer Redesign
- Discussed the Schenectady site visit
- Reviewed Capital Project Improvements Plan update
- Discussed and voted on Capital Projects Request and Supplemental Capital Project requests
- S. Pietrzyk provided a report with an overview of the Collection System
- R. Pudelka provided a report on Plant operations

Workforce Development Committee

S. Bagwin reported there was a committee meeting held on Wednesday, November 16, 2022, and the following was discussed:

- Position vacancies
- COVID19 update
- IUOE Negotiations Update

Financial Update

CompUtil Report

L. Roca reported that money is coming in, and the current October bill is almost at 81.6%. She stated that out of the twenty-four times they billed, twenty of those accounts are over 99%, two over 98%, one over 97%, and hopefully tomorrow the October bill will be well past 82%. She went on to say that they have been making collection calls, and getting in touch with customers. She stated she had a meeting with R. Bull to resolve open work orders, but that there are not many open issues since the Board adopted the Once in a Lifetime Adjustment Policy. She mentioned that closings continue to be high, but not as high as in previous and that there have been a lot of closing date changes with the implementation of the new rates. She said that surprisingly, in this economy people are paying and liens are being released. She concluded by stating that out of the 19,814 active accounts, less than 3% of them have liens.

Receivables & Arrears

M. Turndahl reported for the month of October

- \$7.067 received verses \$7.685 million previous year sewer use fees
- Oldest receivables by year was paid down by \$12,051
- Average collection rate 98.57% vs 95.00% last month's
- Cash collection through October \$713K

October 2022 Financial Update

M. Turndahl reported the following:

- \$4.5 million net income October
- \$7.7 million available in Pool Cash
- \$22.1 million in Capital Reserve Account
- \$14.4 million in Bond Proceeds

A&W Collections Report & Update

W. Ward reported the following:

- 247 active files
- 65 accounts with balances above (\$5,000) Foreclosure Threshold
- 30 In Payment Plans, 1 stayed due to bankruptcy filings
- Twenty-One (21) active foreclosures
- 158 with no payment plan below Foreclosure Threshold
- 11 files referred

- 5 Files closed since last meeting
- Collected \$33,210.71 for November
- Total collected for 2022 \$309,276.19

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 Vote: Capital Improvement Plan Update

B. Brink reported that the biggest change to the CIP is the cost increase of carryover projects from last year. He explained that the cost for the Sludge Degritting project has gone up significantly; that \$5.0 million was allocated for construction cost, but the amount has increased to \$9.5 million with contingencies, which is a big increase. He explained that the increased costs have to be financed with the 2020 Revenue Bonds by using the funds intended for the Plant water and RAS pump replacement. He explained that the other changes are the addition of Perna Lane project which, was previously taken out of the Capital Improvement Plan and since been placed back in, and the replacement of the Plant water RAS pumps. He stated that the costs for Capital Improvements would have been financed through Capital Reserves, but that with the added projects, the costs are too significant to finance through the reserve account. After a lengthy discussion E. Kelly motioned to approve the Capital Improvement Plan; seconded by A. Goldberg. There was no further discussion. **Vote: 6-1-0.** J.R. McMullen opposed.

Discussion and Vote: The Perna Lane Report update and Approval of Proposal from Tighe & Bond for the Perna Lane Phase 1 Redesign in the amount of \$154,000.00

E. Kelly stated that Tighe & Bond previously presented a detailed report to the Technical Committee; that they reviewed changes to the design to make the project less challenging and less expensive. He explained that the Committee found the analysis and modifications reasonable, and that they also presented a proposal to proceed with the completion of the redesign of the phase one project. He stated that the Technical Committee is in agreement with the design, recommend proceeding with approving it, and paying Tighe & Bond's fee to complete the detailed design. B. Brink stated that cost of construction has gone up, and the redesign will reduce the construction cost because raising the sewers will require less rock excavation. After a lengthy discussion. R. Barocas made a motion to approve the Perna Lane report update and approve the proposal from Tighe & Bond for the Perna Lane Phase 1 redesign for \$154,000; seconded by E. Kelly. There was no further discussion. **Vote: 6-1-0.** J.R. McMullen opposed.

Discussion and Vote: Authorization of the following Capital Projects Authorization Requests for FY 23-24

a. 001303: Collection System Staff Building (\$450,000)

A. Brown explained that the funds are needed for an architect to design a new building for the Collection System staff. The project has not gone out to bid, and that the amount requested is an estimate of what it may cost. She stated that the goal is to get the staff out of the building into trailers temporarily while the new building is being constructed. She explained that this request is for the cost for the design and construction of the new building. After a brief discussion, R. Barocas motioned to approve 001303 Collection System Staff Building for \$450,000; seconded by E. Kelly. There was no further discussion. **Vote: 6-0-1.** A. Goldberg abstained.

b. CP6904: WPCA Major Replacement (\$820,000)

A. Brown explained that this account is included in the Authorization Requests every year and that funds are replenished to finance major projects for the Plant including pumps, clarifier, and miscellaneous equipment upgrades. E. Kelly motioned to approve CP6904 WPCA Major Replacement for \$820,000; seconded by R. Barocas. There was no further discussion. **Vote: 6-0-1.** A. Goldberg abstained.

c. CP4242: Sanitary Sewer Rehabilitation (\$865,000)

A. Brown explained that the funds are for replenishment of the budget for sanitary sewer rehab that is for any upgrades or sewer related repairs. She stated that the I/I work is out to bid and the bids should be back in December, and that the costs associated with the study is included in this amount. E. Kelly motioned to approve CP4242 Sanitary Sewer Rehabilitation for \$865,000; seconded by R. Barocas. There was no further discussion. **Vote: 6-0-1.** A. Goldberg abstained.

d. CP9270: Sanitary Pumping Stations Upgrade (\$1,050,000)

A. Brown explained that the funds requested is to replenish this account for the pump station upgrades and that the funds would be used for Saddle Rock, Alvord Lane, and Commerce Pump Stations. She stated that they will be interviewing engineers to evaluate the three pump stations and that included in the costs are electrical upgrades bringing the underground controls above ground. E. Kelly motioned to approve CP9270 Sanitary Pumping Stations Upgrade for \$1,050,000; seconded by R. Barocas. There was no further discussion. **Vote: 6-0-1.** A. Goldberg abstained.

e. C71282: Vehicle Replacement and Repair (\$50,000)

A. Brown explained that this is a yearly request for funds to replenish this account to purchase, replace or repair vehicles as needed. After a brief discussion E. Kelly motioned to approve C71282 Vehicle Replacement and Repair for \$50,000; seconded by S. Dennies. There was not further discussion. **Vote: 6-0-1.** A. Goldberg abstained.

Discussion and Vote: Supplemental Capital Project Authorization Requests

a. CP5147: Upgrade Plant Headworks (additional \$50,000 needed to close out the project)

A. Brown explained that the request for funds is for preliminary improvements for the headworks upgrade that was just completed and that the additional funds will cover all the change order extras and retainage. After a brief discussion E. Kelly made a motion to approve CP5147 Upgrade Plant Headworks for \$50,000 to close out the project; seconded by S. Dennies. There was no further discussion. **Vote: 6-0-1.** A. Goldberg abstained.

b. CP5025: Aeration Blowers Upgrade (additional \$50,000 needed to close out the project)

A. Brown explained that the funds requested is for the secondary part of the Plant upgrades and will be used for the aeration system extras and retainage. She stated that the full amount may not be needed, but for supplemental appropriations fifty thousand is the lowest amount that can be requested. E. Kelly made a motion to approve CP5025: Aeration Blowers Upgrade for \$50,000 to close out the project; seconded by M. Nesin. There was no further discussion. **Vote: 6-0-1.** A. Goldberg abstained.

c. CP1201: Upgrade of Ultra-Violet Disinfection System (additional \$50,000 needed to close out project)

A. Brown explained that the request for funds is for the last of the Plant upgrades—the disinfection system cost for extras and retainage. E. Kelly made a motion to approve CP1201 Upgrade of Ultra-Violet Disinfection System for \$50,000 needed to close out project; seconded by S. Dennies. There was no further discussion. **Vote: 6-0-1.** A. Goldberg abstained.

d. CP1455: Primary Sludge Degritting System Improvements (additional \$4,500,000)

A. Brown stated that the project went out to bid, and that there were two bidders; Nickerson was the low bidder at \$9.1 million. She explained that currently, there is an authorization for \$5.6 million, and the request is for an additional authorization for \$4.5 million. After a brief discussion, E. Kelly made a motion to approve CP1455 Primary Sludge Degritting System Improvements for \$4,500,000; seconded by M. Nesin. There was no further discussion. **Vote: 6-0-1.** A. Goldberg abstained.

e. CP22046: Perna Lane Area Sewers (additional \$1,880,000)

A. Brown explained that the request for \$1.880 million is in addition to the current \$6.7 million currently in the account to move ahead with the project. S. Dennies made a motion to approve CP22046 Perna Lane Area Sewers for \$1,880,000; seconded by S. Bagwin. There was no further discussion. **Vote: 5-1-1.** J.R. McMullen opposed; A. Goldberg abstained.

f. CP0124: Replacement of Plant Water and RAS Pumps (additional \$3,600,000)

A. Brown explained that there are engineers on board that are doing a design report to move forward with a design for the new Plant water pumps, and RAS and Waz pumps system replacement and that this request is a supplement to the budget that has been previously authorized for \$6.9 million. After a brief discussion, S. Dennies motioned to approve CP0124 Replacement of Plant Water and RAS Pumps for \$3,600,000; seconded by S. Bagwin. There was no further discussion. **Vote: 6-0-1.** A. Goldberg abstained.

Old Business:

No old business discussed

New Business:

A. Goldberg suggested that the WPCA should formalize a policy regarding delivering sewer service to basements for prevention of future issues. S. Dennies agreed that a proposed policy should be prepared. B. Brink stated that he would draft a policy and present it to the Technical Committee.

At 7:01 pm, E. Kelly made a motion to adjourn the November meeting; seconded by S. Dennies. There was no further discussion. **Vote: 7-0-0.**

Stamford WPCA Top Issues (11/18/22)

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 case since last Board meeting. 91% of staff is fully vaccinated.	Unvaccinated staff no longer required to be tested weekly by City contractor.
2	Primary sludge pumping and degritting 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 degritting 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.	Project was rebid on September 1 st after including cost-saving measures in the design without sacrificing project quality. Received only two bids on October 19 th . Low bid of \$9.1 million was submitted by C H Nickerson.	Project has been awarded to C H Nickerson. Expect to execute agreement by December.
3	Providing sanitary sewers to Perna Lane Area	Evaluate cost effective options for providing sanitary sewers to the Perna Lane Area.	Operations	Tighe & Bond has completed its evaluation of raising the sewer system to allow gravity sewer service to the first floor of most homes and providing a pump station for Perna Lane to reduce project cost. Project cost estimate for Phase I is \$8.1 million.	Tighe & Bond will redesign the Phase I sanitary sewers and the additional pump station on Perna Lane this winter and spring to bid the project for construction in summer 2023 assuming the necessary permits from CTDOT and City EPB can be attained by then.
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.	Will receive bids on 12/20 for sewer rehabilitation in Phase II sewer subareas next on priority list for I/I removal. Also investigating high flows entering Saddle Rock PS for possible large source of I/I in Shippan service area.
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	Hazen completed a hydraulic evaluation of WPCF. Maximum raw sewage flow before overtopping mixed liquor channel to FST's is 69 mgd..	Will coordinate with Matt Quinones, Director of Operations and City Engineering to develop short and long term action plans 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 is 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	Technical Committee visited Schenectady, NY WPCF on 10/25 to see new sludge pyrolysis process currently in development which is being considered for possible use at Stamford.	W Brink, A Brown and R Pudelka visited the Mattabassett WPCF in Cromwell, CT to see a new sewage sludge incinerator that was installed in 2017. Also plan to see the anaerobic digesters at the Camden, NJ WPCF in December. These sludge treatment and disposal technologies were short listed in the Sludge Management Plan.
8	WPCF evaluations and improvements	Study, design, and construct new plant water and return activated sludge (RAS) and waste activated sludge (WAS) pumps to replace aged equipment and increase operations and energy efficiency.	Regulatory and Operations	Selected Gannett Fleming Engineers to do the evaluation and design.	Gannett Fleming to complete the basis of design and final design by July 2023 to bid the project for construction in FY 23-24.
9	Facilities Building 6A which houses SWPCA Collection System, Electricians and Regulatory Compliance staff is deteriorated and has a leaking roof that cannot be fixed.	Evaluate options for relocating SWPCA staff that currently work in Building 6A	Operations	Immediate plan is to lease temporary portable building(s) like those used for portable classrooms fitted for office space to house staff.	Will receive bids for two (2) leased portable buildings on 11/19. Will issue a RFQ for an architect to develop a conceptual design for a new building to house SWPCA staff displaced from Building 6A.
10	Upgrade Alvord Lane and Saddle Rock Pump Stations	Pump Stations are aged and in need of upgrade or replacement	Operations	Issued RFQ for Consulting Engineers to perform an initial evaluation and design. Received qualifications from 10 firms.	Will interview 4 short listed Consulting Engineers on November 22 nd .