



Stamford Water Pollution Control Authority Board Meeting

Monday, May 15, 2023

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/ Workforce Development Chair
William Brink	Executive Director, WPCA
Rhudean Bull	Administration Manager, WPCA
Ann Brown	Supervising Engineer, WPCA
Mark Turndahl	Financial Manager, WPCA
Vernessa DeCausey	Financial Manager, WPCA
Crystal Blair	Administrative Account Assistant, WPCA
Abigail Logrono	Administrative Account Assistant, WPCA
Robert Pudelka (Absent)	Plant Supervisor
Steve Pietrzyk (Absent)	Collections System Supervisor
David Yanik	City Comptroller
William Ward	Collection Attorney (Pilicy Ryan & Ward, P.C.)
Lynda Roca (Absent)	CompUtil

Call to Order, Pledge and Roll Call

E. Kelly, Chairman, called the meeting to order at 5:31 pm with roll call; there was no pledge of allegiance. A quorum was present seven (7 Board Members).

Minutes Approval of the Full Board Meeting of April 17, 2023

E. Kelly made a motion to approve the April 17, 2023, minutes; seconded by S. Bagwin. There was no further discussion. **Vote 6-1-0.** J.R. McMullen Abstained

Administrative/Budget Report

R. Bull reported the following:

- Staffing vacancies and plans for filling vacant positions
- IUOE Retro Pay
- Employee issues to include:
 - Worker's Comp injuries
 - Vehicle Accident since last meeting
- No positive Covid cases
- City's Oracle Cloud Financials system update
- Quarterly Staff Meeting Update
- Budget breakdown review
- Electrical and Gas budget review

R. Barocas inquired about the cause for the increase in the Hurricane Barrier's gas and electric usage, to which B. Brink responded that the increase is a result of higher gas prices as well as heavy usage during rain events.

Public Participation

E. Kelly mentioned that this agenda item was passed over earlier and asked if any member of the public was present and would like to speak. Hearing none, the Chairman moved to the next agenda item.

Sub-Committee Reports

Finance Committee

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

- Welcomed V. DeCausey and thanked M. Turndahl for his services
- Approved the April meeting minutes
- Financial update from V. DeCausey given the new Oracle system
- Looked at the assessment charges of fees to property owners on sewered streets not connected to the sanitary sewer

Technical Committee

M. Nesin stated the committee meeting was held on Wednesday, May 10, 2023, and he reported the following:

- He toured the Plant tour on Tuesday, May 9, 2023
- Attended a meeting with Hazen and Sawyer Wednesday morning and the technical meeting Wednesday afternoon
- Discussion with B. Brink on the future of the Plant; what to do with the sludge disposal and the costly options associated with the disposal
- Sludge Dryer service contract with Synagro expiring March 3, 2024, who has captured the entire Connecticut market
- S. Pietrzyk provided a Collection System report
- R. Pudelka provided the Plant report
- A. Brown provided an update on the Capital Projects

Workforce Development Committee

S. Bagwin stated there was a committee meeting held on Wednesday, May 10, 2023, and that R. Bull had reported on what was discussed at the meeting in her admin report except for one item. He reported that going forward R. Bull and B. Brink will jointly determine the necessity of a Workforce Development meeting and that in the event of cancellation, R. Bull would notify the committee of the cancellation at least 24 hours prior to the scheduled meeting. He concluded his report saying that it was agreed that the Workforce Development meetings cannot be cancelled for two consecutive months.

Financial Update

CompUtil Report

L. Roca was unable to attend the meeting and her report was in the Board packet. R. Bull stated that if there were questions regarding the CompUtil report to email them to her and she would provide a response.

Receivables & Arrears

V. DeCausey reported for the month of April

- \$8,063 million received versus \$7,813 million previous year sewer use fees
- Average collection rate 98.31% vs 95.32% last month's
- 74% of the April bill collected
- 97% of the budget collected from sewer use

Pilicy Ryan & Ward, P.C. Collections Report & Update

W. Ward reported the following:

- 278 active files
- 67 accounts with balances above (\$5,000) Foreclosure Threshold
- 31 In Payment Plans, 1 stayed due to bankruptcy filings
- 20 active foreclosures
- 191 with no payment plan below Foreclosure Threshold
- 13 Files referred
- 16 Files closed since last meeting
- Collected \$19,567.62 for May
- Total collected for 2023 \$149,273.28

Executive Director's Top Ten

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

Old Business:

No old business discussed

New Business:

S. Dennies officially declared her retirement, effective May 31st. She expressed her immense satisfaction with her tenure at the WPCA, emphasizing the exceptional professionalism exhibited by the administrative staff in their interactions with both her and the entire Finance team. She commended the WPCA for their unwavering commitment to financial excellence on behalf of the organization. Ms. Dennies expressed her optimistic outlook and voiced her aspirations for the WPCA to attain its coveted AAA rating.

At 6:24 pm, E. Kelly made a motion to adjourn the May meeting; seconded by S. Dennies. There was no further discussion. **Vote: 7-0-0.**

Stamford WPCA Top Issues (5/15/23)

No.	Issue	Action Description	Impact	Status	Schedule
1	Service Contract with Synagro to Operate and Maintain Sludge Dryer and Dispose of Sludge Solids expires on March 3, 2024	Evaluate options for operating the sludge dryer and sludge disposal.	Operations and Financial	SWPCA staff to evaluate options for operating the sludge dryer and sludge disposal.	Met with Pat Rimkoski of Synagro on 5/11/23 who manages their sludge disposal operations in New England regarding available capacity (there is none) for sludge disposal (incineration, landfill, composting) in the northeast.
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.	C H Nickerson in process of providing required submittals and planning to mobilize on-site in the spring.	Construction expected to take up to 2 years.
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 re-design of the sanitary sewers in Phase I. Currently designing the Perna Lane pump station. Met with CTDOT on 5/5/23 regarding traffic control during construction on High Ridge Road.	Bid the project for construction this summer if the necessary permits from CTDOT 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	Bid and awarded construction contract with National Water Main for sewer rehabilitation in Phase II subareas next on priority list for I/I removal.	Sewer rehabilitation expected to be completed in the spring and summer of 2023.
5	Hurricane barrier gate on East Branch of Stamford Harbor needs repair. Gate may need to be removed for at least 4 to 6 months to do the repair.	Need to evaluate impact of an extreme weather event and storm surge occurring during the gate repair on the treatment plant and three (3) storm water pump stations.	Operations	Army Corps of Engineers currently evaluating the extent of the repair and duration it will be out of service.	
6	Personnel Safety	Comply with requirements for arc flash protection.	Operations	Need to coordinate data collection on electrical switchgear by Siemens required by The & Bond to complete Arc Flash analysis.	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	Met with Hazen on 5/10/23 to review the results of the Sludge Management Study and facility tours. Hazen to finalize the study report and the "road map" to guide our future course of action..	
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	Gannett Fleming Engineers has completed the Basis of Design Report.	Gannett Fleming to complete the final design by the end of 2023. Plan to bid the project for construction in the spring of 2023.
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	Leasing two (2) temporary portable buildings fitted with office space to house the Collection System staff. Trailers were delivered on 5/10/23.	Advertised RFQ on 4/20 for an architect to develop a conceptual design for a new building to house SWPCA staff displaced from Building 6A.
10	Upgrade Alvord Lane, Commerce Drive and Saddle Rock Pump Stations	Pump Stations are aged and in need of upgrade or replacement	Operations	Selected Tighe & Bond Engineers to perform the study, design and engineering during construction services for upgrading the three (3) pump stations.	Tighe & Bond has completed the site survey and field investigations of the three (3) pump stations and working on developing recommendation for the pump stations upgrade/replacement.