



**Stamford Water Pollution Control Authority Board Meeting**

**Monday, January 22, 2024**

**5:30 p.m.**

**Meeting held via teleconference**

**Full Meeting Minutes**

**Attendees**

Ed Kelly	Chairman, WPCA Board Member
Amiel Goldberg	Vice Chair, WPCA Board Member/Board of Reps
Benjamin Barnes (Absent)	WPCA Board Member/ Director of Administration
Matthew Quinones (Absent)	WPCA Board Member/ Director of Operations
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
Merritt Nesin	WPCA Board Member
Frank Salem (Absent)	WPCA Board Member
William Brink	Executive Director, WPCA
Rhudean Bull	Administration Manager, WPCA
Ann Brown	Supervising Engineer, WPCA
Vernesa DeCausey	Financial Manager, WPCA
Crystal Blair	Administrative Account Assistant, WPCA
Abigail Logrono	Administrative Account Assistant, WPCA
Robert Pudelka	Plant Supervisor
Steve Pietrzyk	Collections System Supervisor
David Yanik	City Comptroller
Tom McKirdy	Collection Attorney (Pilicy Ryan & Ward, P.C.)
Lynda Roca	CompUtil

**Call to Order, Pledge and Roll Call**

E. Kelly, Chairman, called the meeting to order at 5:30 pm with roll call; there was no pledge of allegiance. A quorum was present eight (6 Board Members).

**Public Participation**

No members of the public were present.

**Minutes Approval of the Full Board Meeting of December 18, 2023**

E. Kelly made a motion to approve the December 18, 2023 minutes; seconded by A. Goldberg. There was no further discussion. **Vote 4-0-2.** J.R. McMullen & R. Barocas abstained.

**Note:**

At 5:32pm, Board member B. Barnes joined the meeting. Seven (7) Board members were present.

**Administrative/Budget Report**

R. Bull briefly reported the following:

- Staffing vacancies
- Staffing
- Worker's Comp injury
- Covid 19

- Meeting with Darien
- Budget Breakdown

### **Sub-Committee Reports**

#### **Finance Committee**

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

- Approved the December 18, 2023 Finance Committee meeting minutes
- Reviewed December 2023 financials
- Update on FY'23 Auditors check list

#### **Technical Committee**

E. Kelly reported the committee meeting was held on Wednesday, January 17, 2024, and the following was discussed:

- Discussed and approved Amendment #1 to Tighe & Bond's contract for Perna Lane sewer extension for bidding services
- Notice from CT DEEP of the approval for Synagro's request to modify the Air Permit for the Sludge Dryer
- S. Pietrzyk updated the committee on the collection system
- R. Pudelka gave an update on Plant operations
- A. Brown gave an update on engineering studies and design

#### **Workforce Development Committee**

No meeting was held for the month of January 2023.

### **Financial Update**

#### **CompUtil Report**

L. Roca was not present for Computil report. Their report was submitted with the Board packet for review.

**NOTE:** L. Roca arrived at 5:40 p.m. The Board had moved passed this agenda item.

### **Receivables & Arrears**

V. DeCausey reported for the month of December

- \$1.296 million total Sewer Usage collection for the month of December
- \$499,828 sewer use & assessment fees collected
- \$12.801 million total Sewer Usage & Assessment & Connection collection for FY' 2023-2024
- 54% of the budget revenues collected YTD
- 93.10% October billing collection rate
- 97.66% of the April bill collected
- Average collection rate 99.23% vs.88.57% last month's

### **Financials**

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

T. McKirdy reported the following:

- 224 active files
- 27 accounts with balances above (\$5,000) Foreclosure Threshold
- 1 account with a payment plan that is not in foreclosure, but are over the threshold
- 0 stayed due to bankruptcy filing
- 28 active foreclosures
- 9 accounts foreclosure eligible
- 179 with no payment plan below Foreclosure Threshold
- 2 files referred for the month of December
- 36 Files closed since last meeting
- Collected \$67,299.40 for January as of today
- Total collected for 2024 \$67,299.40

### **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: Approval of Amendment #1 to Tighe & Bond's contract for Perna Lane Sewer Extension for Bidding Services in an amount not to exceed \$17,700**

A. Brown reported that Tighe & Bond submitted amendment number one of their contract and that the amendment is for bidding services. She explained that Tighe & Bond will attend the pre-bidding meeting, respond to any questions the bidder would ask, prepare an addendum with all the backup information of questions for the bidders for them to review if they choose. She went on to say that they will analyze the bids to ensure their qualifications and make a recommendation. She stated the amount of the service is \$17,000 and that the original contract was only for design. E. Kelly stated that this request went before the Technical Committee and was recommended to the full Board for approval. E. Kelly made a motion to approve amendment #1 to Tighe & Bond's contract for Perna Lane Sewer Extension for bidding services in an amount not to exceed \$17,700; seconded by S. Bagwin. **Vote 6-1-0.** J.R. McMullen Abstained. During discussion, the Chairman inquired as the reason for McMullen's abstention, to which he replied that he has been against the Perna Lane Sewer Project from the beginning, and therefore, choose to abstain.

**Old Business:**

No old business discussed.

**New Business:**

No new business discussed.

At 5:58pm, J.R. McMullen made a motion to adjourn the January meeting; seconded by E. Kelly. There was no further discussion. **Vote: 7-0-0.**

### Stamford WPCA Top Issues (1/18/24)

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	Selection Committee reviewed the qualifications of the two firms who responded to the RFQ and deemed both firms to be qualified to operate and maintain the sludge dryer.	Will send a RFP to the two firms by February 1 <sup>st</sup> . Will negotiate a 6-month contract extension with Synagro.
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.	C H Nickerson completed the installation of the new primary sludge piping from primary clarifier (PC) No. 1 to the primary sludge pump building and placed PC No. 1 back in service.	Complete installation of scum piping from PC No. 1 by 2/1/24 and the primary sludge piping from PC No. 2 by mid-February. Construction is on schedule for the project to be substantially completed by January 2025.
3	Providing sanitary sewers to Perna Lane Area	Evaluate cost effective options for providing sanitary sewers to the Perna Lane Area.	Operations	Project was advertised for bids for construction on 1/11/24.	Bids to be opened on 2/22/24.
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	National Water Main performing sewer rehabilitation in Phase II subareas next on priority list for I/I removal. Have completed sewer lining portion of contract	Will continue with manhole lining and sealing as weather permits.
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.	Hurricane barrier gate is expected to be inoperable starting January 2025 for 3 to 6 months. SWPCA needs to evaluate impact of storm event on treatment plant without protection of the gate.
6	Personnel Safety	Comply with requirements for arc flash protection.	Operations	Siemens has been retained to perform the arc flash hazard analysis and label electrical switchgear for proper PPE. Held kick-off meeting on 1/18/24.	Arc flash hazard analysis will take 20 days to model. Estimate up to 2 weeks to check the field data previously collected.

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	Hazen has finalized the study report and the "road map" to guide our future course of action.	Will continue to monitor the development of sludge treatment technologies, especially pyrolysis and gasification.
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 has completed the basis of design report and started final design. They are sizing the plant water pumps and we will likely add replacement of the booster water pumps for sludge processing due to age of equipment and to achieve energy savings.	Gannett Fleming to complete final design by summer of 2024.
9	Facilities Building 6A which houses SWPCA Collection System, Electricians and Regulatory Compliance staff is deteriorated and has a leaking roof.	Evaluate options for relocating SWPCA staff that currently work in Building 6A	Operations	Collection System Staff have moved into their trailers. WPCA's on call contractor has provided a cost estimate to install a potable water line to trailers and connect trailers to nearby building sewer lateral to eliminate need for bottled water and pumping of trailer belly tank.	City is planning to replace the roofs on the Facilities Buildings, including Building 6A and remediate the building interior.
10	Upgrade Alvord Lane, Commerce Drive and Saddle Rock Pump Stations	Pump Stations are aged and in need of upgrade or replacement	Operations	Tighe & Bond has submitted their draft report and presented their recommendations for the upgrades to the three (3) pump stations to the Technical Committee.	Tighe & Bond to submit a proposal for design of the upgrade of the Saddle Rock Pump Station to be done in FY24 with construction in FY25. Design of Alvord Lane and Commerce Drive PS's to be done in FY25.