

Water Pollution Control Authority
Regular Meeting Minutes
December 2, 2014

The Town of East Hampton Water Pollution Control Authority regular meeting of November 4, 2014 was held at 5:30 P.M. at the Town of Colchester–Town of East Hampton Wastewater Treatment Plant, 20 Gildersleeve Drive, East Hampton, CT. The following members were in attendance:

David Kelsey, Vice - Chairman
Ralph Nesci

Daniel Valentine
John Suprono

Mark Barmasse was not in attendance. Also attending was Vincent F. Susco, Jr., Public Utilities Administrator and Mr. and Mrs. Larry and Victoria Moore representing several concerned citizens of the Royal Oaks Subdivision.

Call to Order

Vice-Chairman Kelsey called the meeting to order at 5:30 P.M. and appointed Mr. Susco as Recording Secretary for these proceedings.

Approval of Minutes

Vice-Chairman Kelsey called for the approval of the minutes of the regular meeting held on November 4, 2014. Upon motion from Mr. Nesci, seconded by Mr. Suprono the minutes of the meeting were approved 4-0.

Public Remarks

Mr. & Mrs. Moore were introduced to the members and expressed concerns over the quality of the water at the Royal Oaks subdivision. They explained their efforts to remedy the situation and the additional household costs they have incurred. The members empathized with their concerns and explained the unique situation the Town was placed in with this development. Mr. Susco reiterated the water was safe to drink and that there may be better options the homeowners may take to alleviate their concerns. Management will follow-up with the homeowner's.

Mr. & Mrs. Moore thanked the members for their time and left the meeting at 5:45 P.M.

Review of Correspondence

The correspondence list is attached and made part of these minutes. There were no questions of management.

Joint Facilities Committee

Management reported on the November 17, 2015 the Town of Colchester – Town of East Hampton Joint Facilities Committee.

Mr. Wagner, CDMSmith, presented an update of the DAF replacement project. He indicated they have reached the 95% completion point as a result of several meetings with vendors and management. He stated the project can proceed to the bid phase and presented a timeline for proceeding:

- Advertise the project in Hartford Courant on Tuesday, December 16, 2014
- Mandatory pre-bid meeting at 10:00 AM on Tuesday, December 23, 2014
- Last day for questions on Thursday, January 8, 2015

- Addendum distributed on Tuesday, January 13, 2015
- Open bids on Tuesday January 20, 2015
- Discussion and possible recommendation of award at the January 27, 2015 Joint Facilities meeting.

The balance for the J/F Capital Fund currently stands slightly over \$1,100,000.00 and that this year's transfer from the Operations Budget to the Capital Fund will be made early in 2015 bringing the balance to approximately \$1,150,000.00. He explained should the cost of the project exceeds the balance of the J/F Capital Fund, the project would still move forward with both the East Hampton and Colchester WPCA's contributions. He reminded all members that a final commitment to construct must come before the Joint Facilities and both WPCA's.

Mr. Wagner was authorized to finalize the design and prepare bid packages for the replacement of the Dissolved Air Flootation thickener with Rotary Drum thickener technology.

The September and October Report of Operations was presented. During the month of September the plant operated within parameters and dewatering occurred for 18 days. Operational maintenance during the period included annual fire extinguishers inspections, VFD issues at Marlborough North Main Street lift station, generator service at Amston Lake lift station. Mr. Clayton distributed pictures of the clean-up staff voluntarily performed at the outfall located off of High Point Drive. Maintenance at the plant during September included annual cleaning of the drain pit and repairs to a drain line in the shop, the digester sludge pump #1 and as usual the DAF.

During the month of October the plant operated within parameters and dewatering occurred for 18 days. In preparation for winter, the chlorine system and air lines on the final settling tanks were shut down and flushed. During this period the controller to the plant boiler failed and required replacement. Due to its age an original replacement was not available and an alternative was required at a cost of \$10,000.00. The wet well at the Marlborough No. Main Street lift station was cleaned and the force main from the Princess lift station was flushed. Maintenance at the plant during October was performed on the RAS pumps and polymer pump #2.

A serious FOG blockage in Colchester required two days to clear. Management complimented the staff for their work and cooperation of the Colchester officials to minimize environmental concerns.

A review of the budget status indicated there were no deficiencies to report and no new variances for the period. A review of account #5430 *Bldg & Equip Maint/Repair* indicated most of the recent pump repairs for the plant have been made but all costs have not been captured at this time. In addition emergency repairs (\$10,000.00) were needed for the plants boiler control and have been captured in this account. With the delivery of the new 2015 Ford F-250 account # 5742 *Vehicles* will remain in the red for the year.

Management reported a timely replacement for the PUA was unlikely and requested the

Superintendent's purchasing authority be increased to \$50,000.00 until such time a full time PUA is on board. The members agreed.

Mr. Barmasse presented an update on Succession Planning. The members indicated an insufficient pool of applicants have been received to begin interviews. Management was directed to have the position advertised again with no closing date and to indicate it would remain open until filled. The members agreed that no interviews would begin until a sufficient pool of candidates has been established.

Mr. Barmasse presented a contingency plan that would allow operations to continue beyond Mr. Susco's retirement date. The members discussed a post retirement working arrangement that had been distributed with the meeting material. Mr. Paggioli requested that Mr. Soby, First Selectman of Colchester, be added as a signature on the agreement. Mr. Susco agreed and indicated four (4) originals will be prepared, one for each signing party. The members authorized the Chairman to execute the agreement on behalf of the Joint Facilities.

The members approved management's recommended amendment to the Joint Facilities Purchasing Policy Manual in order to align the manual with the East Hampton Purchasing Guidelines.

The members declared the 2007 Ford F-250 and a circa 1990's Swenson Sander as surplus and authorized management to dispose of the 2007 Ford F-250 and the circa 1990's Swenson Sander through www.govdeals.com.

The 2015 meeting schedule was adopted.

Mr. Kelsey indicated he will be resigning from the Joint Facilities committee effective December 31, 2014 after nearly 16 years of service (start date February 16, 1999). The members thanked him for his many years of loyal service and wished him good health and many years of enjoyment in his future endeavors.

This completes this Joint Facilities report.

Operations, Management & Budget Committee Report

Vice-Chairman Kelsey called for the current fiscal year budget status of the WPCA and Community Water systems. Management indicated all budgets remain in line with and that there were no new variances to be discussed. Management responded to several questions of the members.

Management presented the request of the Marlborough WPCA (MWPCA) to modify language to the October 14, 2004 SEWERAGE TRANSIT AND DISPOSAL AGREEMENT BETWEEN THE TOWN OF EAST HAMPTON WPCA AND THE TOWN OF MARLBOROUGH WPCA that was tabled at the last meeting.

Mr. Susco explained since the inception of the agreement there have been wide annual swings in the Sewer Use Fee and that these swings cause the MWPCA difficulties in

producing a consistent budget. To minimize this annual swing and provide a basis for better budgeting for both Towns it has been proposed to average the annual charge over the three most current years. After a short discussion and upon motion by Mr. Suprono, seconded by Mr. Valentine the following resolution was unanimously adopted.

RESOLVED: That the Water Pollution Control Authority of East Hampton does hereby adopt the following language to section 7.03 of the October 14, 2004 SEWERAGE TRANSIT AND DISPOSAL AGREEMENT BETWEEN THE TOWN OF EAST HAMPTON WPCA AND THE TOWN OF MARLBOROUGH WPCA effective with the final payment required under the second amendment of said Agreement.

7.03 The sewer use fee hereunder shall be determined annually by EHWPCA based upon the average of the annual charge of the total volume of wastewater treated and discharged from the Joint Facility, divided by the total costs actually incurred by the Joint Facility for such treatment and discharge as set out in the Operation and Maintenance Budget of the Facility (which shall include debt service) for the most current three year period. The sewer use fee charged to the MWPCA hereunder shall not be greater than the sewer use fee charged to any other user of the Joint Facilities.

Public Water Systems

The Village Center Water System continued to run within parameters during the period.

Based upon an increasing number of "colored" water calls it was determined greensand filter #1 suffered a failure sometime during the period November 17-20. Our operators reported the backwash mechanism was stuck in the open position allowing backwash water to reach the storage tank. The backwash valve was repaired and the storage tank drained and refilled. To avoid a repeat occurrence the operators were instructed to replace the backwash valve on filter #2. Filter #3 had already been changed out the previous month.

Mr. Susco reported with the onset of winter and the possibility of excess snowfall efforts to collect delinquent water bills has increased.

On November 18, 2014 the Phase II Application for A Certificate Of Public Convenience and Necessity was received for Hampton Woods. The developer has submitted the required deposit and management has begun a review of the material.

We have received no deposit on the project known as "Villages at Long Crossing" now known as Pond Village.

Water Development Task Force met on Thursday November 13, 2014 to continue their discussions.

Sewer Development

On November 6, 2014 the Developer provided the required one-year Maintenance

Performance Bond/Letter of Credit in the amount of \$27,500.00 for Edgewater Hill Properties, LLC

Old Business

Mr. Susco briefed the members on the progress of replacing the Public Utilities Administrators position. Due to an insufficient pool of applicants no interviews will be scheduled. The position has been advertised in all editions of the Hartford Courant on Sunday November 30, 2014 and it will remain on www.Careerbuilder.com for 30 days.

Mr. Susco presented a final version of a working agreement that would allow operations to continue beyond his retirement date. He indicated four (4) originals will be prepared, one for each signing party. The following resolution moved by Mr. Valentine, seconded by Mr. Nesci was unanimously approved:

RESOLVED: The East Hampton Water Pollution Control Authority hereby authorizes the Chairman, Mark Barmasse to sign a Post Retirement Working Agreement with Mr. Vincent F. Susco, substantially as presented at this meeting.

Management continues to receive updates on the loss at the Hawthorne Road Lift Station. Currently the deductible (\$10,000.00) is being subrogated by the insurance company. A subrogation specialist, Nancy Kilcrease, has been in communication with the responsible party and a payment arrangement cannot be worked out. Currently this matter is not in litigation, however, the responsibly party is threatening bankruptcy. In the event bankruptcy is filed, no judgment can be attached, as such claims for insurance companies are never attached to bankruptcy cases. If we receive no response in the near future, this matter will be turned over to a collections vendor for continued pursuit.

New Business

Mr. Kelsey presented a letter of resignation from the Water Pollution Control Authority effective December 31, 2014. The letter was read into the record. The members thanked him for his many years of loyal service and wished him good health and many years of enjoyment in his future endeavors.

Adjournment

There being no further business to come before the Authority, Mr. Valentine motioned and Mr. Suprono seconded to adjourn the meeting at 6:50 P.M. So voted.

Respectfully submitted,



Vincent F. Susco, Jr.
Recording Secretary

Approved by unanimous vote of the Water Pollution Control Authority on March 3, 2015.