

TOWN OF KILLINGLY
WATER POLLUTION CONTROL AUTHORITY
Regular Meeting
Wednesday, April 15, 2020 at 6:00 PM

VIRTUAL MEETING - WEBEX

The Public can view the meeting on Facebook Live.
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MINUTES

1. **Roll Call** – Chair, Gerard CinqMars called the Meeting to order at 6:44 p.m. and did the roll call.

Members Present:

Gerard CinqMars
Patrick McLaughlin
Joseph Higgins
Arlene Gauthier
Andrew Danna

Staff Present:

David Capacchione, Director of Engineering and Facilities
Jen Hawkins, Director of Finance
Jonathan Blake, Staff (Town of Killingly)
Mark Cataldo, Suez, Project Manager (left at 7:25 p.m.)
Joe Couture, Suez, Assistant Project Manager

Also Present:

Ed Grandelski, Town Council Liaison

2. Citizen Participation (on items not subject to public hearing) – None.
3. Town Council Liaison Participation
Ed Grandelski reported on recent discussions/actions of the Town Council (meeting was held on Tuesday, April 14, 2020).
 - Turf Field was discussed. No action was taken.
 - No action was taken on \$16.5 million project at KMS. May appear on next month's agenda.
 - There were no reports from Liaisons.
 - There were no appointments to Boards or Commissions.
 - Budget discussion:
Highway Department on split shifts at this time. No LOCIP funds were received. No big project can be done at this time.
No report from Board of Education. Projection, at this time, \$1.5 million unexpended.
 - Town Manager's Report:
Working with Day Kimball Hospital on having KIS as a COVID-19 testing site.
 - Discussed the Governor's Executive Order 7S regarding a three-month extension for paying property taxes (if income was adversely affected by COVID-19).
 - Officially added a property tax exemption for ambulance-type vehicles.

4. Adoption of Regular Meeting Minutes February 19, 2020

Motion was made by Arlene Gauthier to accept the Minutes of the Regular Meeting of February 19, 2020. Second by Joseph Higgins. No discussion.

Roll Call Vote: Patrick McLaughlin – yes; Joseph Higgins – yes; Arlene Gauthier – yes; Andrew Danna – yes; Gerard CinqMars – yes. Motion carried unanimously (5-0-0).

5. Finance Report

a. Monthly Finance Report

Jen Hawkins reported:

- Comparing last month's Report to this month's Report - not a lot of change due to a delay in funds being posted from the Revenue Collector. Another \$250,000 had been posted after the Report was published.
- Not a lot of expenditure activity this month, but what has been spent is on track with March/April.
- Revenues are still slightly under budget.
- 2018/2019 numbers are now final and agree to the audit. Still have \$3.1 million in audited Fund Balance for the beginning of the year.
- Governor's Executive Order 7S also includes sewer use fees. Eligible Users have until July 1, 2020, to pay the April installment.
It is not expected to have a significant impact on overall Town revenues.

b. Budget Discussions

David Capacchione gave a brief overview.

- Proposed sewer rates were included in packets to Authority Members.
- Improvement work for Capital Projects, some I&I work, more sewer line replacement. Contractual Services shows increases for services going forward.
- Projected a fifteen percent (15%) rate increase rather than the ten percent (10%) for this fourth year (which was just to cover the cost of the upgrade). The additional five percent was proposed to cover additional operating costs and additional Capital Projects. He explained that some items had been cut out of the Facilities Project, but were to remain in the budget, at that time.

Jen Hawkins agreed with Mr. Capacchione regarding the increase, but also explained that, with the current environment, if the Authority Members choose to defer the additional five percent, it would need to be considered for next year's budget.

If the Authority adopts the budget, it would be presented to Town Council on Saturday, April 25th.

Patrick McLaughlin expressed opposition to the additional five percent increase because it had been proposed that it was going to be ten percent per year. He figured that it would be approximately \$213,000 less which he feels that the \$3.1 million Fund Balance could cover allowing the increase to be kept to ten percent. Ms. Gauthier, Mr. Danna and Joseph Higgins expressed agreement with Mr. McLaughlin. Mr. Higgins stated that he would like the budget to be presented to the Authority Members. There was discussion. Ms. Hawkins stated that Mr. McLaughlin is correct about the amount and that they can make the change and recirculate it, but she was not sure if the Authority can approve it subject to using the Fund Balance rather than the increase. Mr. Capacchione explained that the adjustment can be made, but that the Authority would need to meet again before it is presented to Town Council. Mr. Capacchione asked if the Authority would like the I&I investigation to continue as this drives up costs. Mr. Higgins suggested continuing. Mr. Capacchione explained that it is included in with Capital Projects and the Fund Balance would take a larger hit if the rate increase is reduced. Ms. Hawkins explained that it is her understanding that the Capital Projects appropriation in the

budget proposal addresses some of the I&I and there is enough Capital Project balance that is unappropriated to specific projects to cover it.

There was consensus to reduce the proposed rate increase to ten percent. A revised budget will be presented to the WPCA. A special meeting of the WPCA will need to be scheduled to accommodate the Town Council's schedule.

6. Report of Project Manager

Mark Cataldo reported:

- No violations.
- Aeration Tank #3 has been down for eight weeks.
- Will be taking Aeration Tank #4 offline to prepare for the contractors.
- BOD 10 and TSS 11 (increase in TSS due to aeration tank #3 being down).
- 106 Work Orders
- Staff was split in half beginning on March 23rd.
- Zero odor complaints.
- Yearly nitrogen average is 127. Uptick in March is attributed to the aeration tank being down.

7. Frito-Lay Representation – No Representation.

8. Unfinished Business

a. Facilities Project Update

David Capacchione reported:

- R.H. White is prepping for the slab for the upper floor of the dewatering building.
- Electrical work continues.
- Coating tanks.
- Nobody has reported ill. Keeping social distancing, but still working together.

b. Sewer Line Replacement, Prospect St Area

David Capacchione reported:

- Recommendation letter from CLA Engineers (dated March 12, 2020) was included in packets to Authority Members.
- Spoke with Gerald Fitzgerald who is ready to go.
- Needs authorization to award the project.

There was discussion regarding whether there had been any interest in any of the financing options that had been offered. Mr. Capacchione explained that some property owners had submitted applications and some property owners stated that they were just going to connect without using the programs that were offered. He said that less than half had contacted him with a plan to move forward. He said that they plan to reach out to residents and owners again to re-initiate.

Motion was made by Patrick McLaughlin to award the Prospect Street Sewer Improvements to PJF Construction Corp (low bidder). Second by Andrew Danna.

Discussion:

Mr. McLaughlin asked what CLA's estimate was. Mr. Capacchione explained that it was \$300,000 which was almost two years ago due to delays experienced on the project. Mr. McLaughlin stated that he feels that the bid is a fair number, although it is higher than what was estimated (six bids received). Mr. Capacchione stated that he feels that it reflects the current market.

Mr. Capacchione suggested that the funding come from Previous Capital Projects and he asked that the Authority consider increasing the total dollar value to cover some extra expenses (such as whether additional services would be needed from CLA). He suggested \$450,000.

Mr. McLaughlin asked about daily inspections. Mr. Capacchione stated that, at this time, the intent is to do the inspection in-house.

Mr. McLaughlin amended his motion to award the Prospect Street Sewer Improvements to PJF Construction Corp (low bidder), to include that it is an appropriation of \$450,000 (which includes contingency money as discussed) to come from Previous Capital Projects. Arlene Gauthier seconded the amendment to the motion.

Roll Call Vote: Joseph Higgins – yes; Arlene Gauthier – yes; Andrew Danna – yes; Patrick McLaughlin – yes; Gerard CinqMars – yes. Motion carried unanimously (5-0-0).

9. New Business

a. Inflow / Infiltration Study

David Capacchione spoke with Wright-Pierce who is working on a proposal. They are trying to get in touch with the DEEP to make sure that we are eligible for the work. Mr. Capacchione explained that he feels that there may be a lot of I&I from the interceptors. There may be a need to go out to bid for RFP for engineering services. If we can reduce some I&I into the Facility, it would reduce operating costs.

Mr. Higgins asked when we would be going out to bid. Mr. Capacchione explained that they are in investigative stages and he would like to put it out as soon as possible, but at this point, he does not know what is needed or if funding is available. There are too many uncertainties at this point.

Mr. McLaughlin asked if specific areas have been identified. Mr. Capacchione's main areas of concern:

- Between Water Street and Maple Street (under the River above the dam)
- Along the River where the interceptor crosses North Street by the bridge.
- Near the end of Woodward Street.
- Where the sewer interceptor crosses Cook Hill by the bridge at Whetstone Brook.

Mr. Capacchione explained some options that could be used for exploring. Discussion continued. To his knowledge, the pipes have never been camera'd. He is trying to coordinate with Wright-Pierce on how to best handle it.

b. Louisa Viens Drive Pump Station

David Capacchione explained that some work on pumps and controls will be needed there, but it won't be as extensive as at the Rogers Pump Station.

Joe Couture explained that the pump station has been running pretty much maintenance free for 40 years, but there are some problems that are starting to come forth. Suez recommends re-doing it rather than fixing it. Suez is willing to do the additional labor at no charge (saving the Town approximately \$50,000). He explained that it is a sole-sourced can station which would have an approximate cost \$50,000. To do it differently would involve welding. There was discussion. Joseph Higgins suggested investigating welding costs and also getting more quotes. Mr. Higgins asked if it would be eligible for Clean Water Funding. Mr. Capacchione stated that he had spoken with Wright-Pierce about it, but it would've ended up costing more. He explained that it may be able to be done cheaper and faster if we just do it ourselves. Mr. Higgins suggested checking with the DEEP. Mr. Capacchione will consult with the DEEP.

c. Primary tank flights, shoes wear strips

David Capacchione explained that it was noticed that some additional work needs to be done and it would be easier to do it while the tanks are down. Although they do not have confirmed prices at this point, he recommends that this be done as an emergency repair as there is potential to hold up R.H. White which would have potential for added costs.

Joe Couture explained they had contacted eight manufactures, but only got two responses (three told him to get quotes elsewhere). Cost for parts to rebuild all four tanks (parts alone) would be approximately \$9,000. He contacted five welders, but only two were interested. Approximate cost for welding would be \$12,000. He will have more quotes by next week.

Mr. Capacchione will call Authority Members with the information, when available, to get feedback, so that we can execute this project as soon as possible. No objections were voiced.

Mr. Couture explained that it would be two-to-four weeks to get the parts and then another four-to-six weeks to bring the tank back up online. Mr. Higgins would like at least three quotes.

10. Correspondence – None.

11. Other – None.

12. Adjournment

Motion was made by Joseph Higgins to adjourn at 7:43. Second by Arlene Gauthier. Motion carried unanimously (5-0-0).

Respectfully submitted,

J.S. Perreault
Recording Secretary