

**TOWN OF KILLINGLY  
WATER POLLUTION CONTROL AUTHORITY  
REGULAR MEETING**

**Killingly Wastewater Treatment Facility Conference Room  
31 Wauregan Road, Danielson CT  
Wednesday, February 21, 2018 6:00 PM**

**MINUTES**

1. **Roll Call** – Chairman, Gerard CinqMars called the Meeting to order at 6:00 p.m. and did the roll call.

**Members Present:**

Gerard CinqMars, Chairman  
Patrick McLaughlin  
Joseph Higgins  
Arlene Gauthier

Jason Hoffman was absent.

**Staff Present:**

David Capacchione, Director of Engineering and Facilities  
Mark Cataldo, Suez, Project Manager  
Joe Couture, Suez, Assistant Project Manager

**Also Present:**

Ed Grandelski, Town Council Liaison  
David Heap, Normandie's Park  
Jason Anderson, Town Council Member, arrived at 6:12 p.m.

2. Citizen Participation (on items not subject to public hearing) – None,
3. Town Council Liaison Participation

Ed Grandelski reported:

- Proclamations: Undefeated Killingly High School Football Team, National FFA Week, Danielson Lions 2017 Volunteer Recipients.
- Presentation by Probate Judge Andrea Truppa.
- Appointed Murtha-Cullina as Town Attorney.
- Appointed Paul Hopkins as Assistant Town Manager.
- Voted on Resolutions for Civil Rights/Affirmative Action.
- Report from Mahoney & Sable regarding Town Financial Statements.
- Set public hearing for town-wide curbside trash pick-up (March 15<sup>th</sup> at the High School).
- Resolution and public hearing authorizing acceptance and transfer of property between Westcott Elderly Housing and the Town due to an issue with a property line (Library). Also looking to sell a portion of the parking lot adjacent to Giant Pizza.
- Appointed Chris Dillon to fill Town Council vacant position.
- NTE did not clear their forward capacity auction.
- Town Manager and Board of Education are working on the budgets.

4. Adoption of Minutes, Regular Meeting January 17, 2018

Motion was made by Arlene Gauthier to adopt the Minutes of the Regular Meeting of January 17, 2018. Second by Joseph Higgins.

Correction noted:

- Page 2, Item 8.f, second paragraph, fifth sentence, to read as follows: "Mr. Capacchione researched and stated that the property owners had been notified in 2010 regarding the connections to the sewer system (when they ran stubs and laterals to the properties).

Motion carried unanimously with the noted correction (4-0-0).

## 5. Finance Report

### a. Monthly Finance Report (included in packets to the Authority Members)

David Capacchione reported:

- Septage receiving is down (under Special Work) which has not changed since discussed last month. It may pick up when the weather gets warmer.

Ed Grandelski asked if the loss of septage revenue would affect operations/overall budget. Mr. CinqMars stated that they are dealing with the shortage. They are tracking it and watching spending.

### b. Budget Discussions

David Capacchione reported:

- Draft of the proposed sewer budget for fiscal year 2018/2019 was included in the packets to Authority Members.
- He explained that the proposed budget is based on a ten percent increase in user fees and a reduction in septage receiving from \$124 per 1000 gallons (currently) to \$100 per 1000 (as discussed previously).

There was discussion. Mr. Capacchione explained the increase in Professional Services – estimated for Suez Contract based on the factors in the formula for cost of living indexes and electricity generation prices. Mr. Capacchione has reviewed the support documentation. The Finance Department also reviews Professional Services. Mr. McLaughlin added that other factors such as flows, BOD and TSS also go into the equation.

- Mr. Capacchione continued with his presentation of the budget. He explained that the repayment schedule for the Clean Water Fund (Rogers) was received yesterday and that the number would change slightly. He feels there is no reason to file an extension with the Clean Water Fund as the project is completed. A 1/20 payment will be due in October and then monthly payments will ensue. A number for Debt Service will need to be carried on an annual basis. He explained that a decision needs to be made: whether to do level debt funding or reducing funding. He recommends paying it off at the faster pace which would mean paying \$20,000 more per year, but saving about \$75,000 over the 20-year period.
- Mr. Capacchione explained the reduction in Capital Projects and Equipment is due to the work that will be done with the Facilities Upgrade and in case some repair work needs to be done that is not in the Capital Upgrade.
- \$200,000 for Sewer Line Replacement will supplement the money that was authorized this year for work in the Prospect Street area.
- \$115,000 going to fund the CNR Program. There are items on the CNR list that money has been accumulated for replacement and upgrades (\$800,000+) as part of the Plant upgrades. These items are subject to Clean Water Funding partial reimbursement (e.g. influent pumps, centrifuge). It makes sense to use this money as it will help to keep user rates down and to keep the cost of the project under control.
- A proposed \$295,000+ appropriation from Fund Balance will help offset some of the Debt Service and some Capital Improvements that are proposed.
- Sewer Use Fees collection rates are down – 800 notices have gone out.

There was discussion regarding whether to reduce septage or leave it at the current rate. There was discussion regarding the decrease in Sewer Use collection. There was discussion regarding whether to adjust the percentage of the increase in User Fees. Consensus was to leave septage at the current rate of \$124 per 1000 gallons and to leave the increase in User Fees at ten percent..

## 6. Report of Project Manager

Mark Cataldo reported and provided copies of a sheet entitled “Nutrient Analysis Report”:

- They were out of compliance for TSS and BOD. There were six violations for the month. This was due to two rain storms which were a week apart. Frito-Lay ran for 14 straight days due to the Super Bowl. Secondary solids went out into the secondary clarifiers, out to the sampling points and out to the River. TSS and BOD were high on January 23<sup>rd</sup>. The State was notified.
- The first couple of samples at the beginning of February show that they are back in compliance this month and are getting the solids back to the aeration tanks.

- There was also a problem with the centrifuge.
- They got the new permit, but there were some communication errors. There are two more tests to do for this five-year permit and one less test to do.
- A sewer overflowed on Westcott Road (by the Police Barracks) at the beginning of February. There was a blockage, but they do not know what it was. Discussion ensued. Mr. Capacchione stated that they will try to camera the line.

Mr. Grandelski asked if there is something that can be done on Frito-Lay's end when it rains to keep this from happening again. Mr. Capacchione explained that Frito-Lay is working on some improvement to their pre-treatment facility. Discussion continued.

- a. Cleaning of Collection System – No discussion.
7. Frito-Lay Representation – No representation.
  8. Unfinished Business
    - a. Facilities Plan Update
 

David Capacchione reported:

      - 100 percent review plans were submitted to the State last week. Deadlines were complied with.
      - It will take the State approximately six weeks to review.
      - He is hoping for a fast turnaround so they can go out to bid.
      - Plans and specs are in Mr. Capacchione's office.
    - b. DEEP approval of SOP
 

David Capacchione reported:

      - Received written approval for SOP for handling foam incidents. A plan is in place if a foam incident should occur.
    - c. Rogers Pump Station Update
 

David Capacchione reported:

      - Has been online since before Thanksgiving.
      - All training is complete.
      - Mr. Capacchione offered to take Authority Members on a tour.
      - There are a few punch list items left to do.
    - d. Killingly NPDES Draft Permit / Consent Order
 

David Capacchione reported:

      - Received signed permit. Re-issued at 8 million gallons per day.
    - e. Laurel Point Pump Station
 

David Capacchione reported:

      - NTE is proposing to install a power plant on Lake Road. Effluent would flow through the Laurel Point Pump Station.
      - They did not clear the auction this year, but they still want to proceed with the design of the Pump Station which they will pay for. Mr. Capacchione has the agreement with Wright-Pierce for the design work. They are moving ahead with the design.
      - The next auction for power generation is next February.
      - Ed Grandelski stated that everything is off the table for at least a year.
      - Jason Anderson commented that NTE withdrew their appeal of the Siting Council decision. However, they may apply to re-open it before the auction.
    - f. Sewer Line Replacement, Prospect Street Area
 

David Capacchione reported:

      - Last week finished camera-ing and inspection of the lines in the Prospect Street area. Some areas are in dire need of repair. The majority of the existing lines are not in that bad of shape, some point repairs are needed.
      - Waiting for report from Inland Waters (expects within the next week or so). Then he will put out an RFP to go to design.

- He will prioritize the more problematic areas.
- To use a phased approach. The intent is to put more money into this year's budget to address these issues and they can also use money left over from previous years.
- Yesterday there was a blockage at 74 and 72 Prospect Street which was cleared by Suez. Per Legal Counsel/case law, the Town would be liable for damages if no corrective action is taken. Mr. Capacchione explained that they did what they could to get the line flowing and they are moving as quickly as possible to get it under design and under construction to get it replaced. He explained that there are (on the opposite side of Prospect Street) at least three other sections in that neighborhood that have similar problems, but this seems to be the most problematic area, so he feels this should be addressed first. Mr. Capacchione explained another incident that happened in the area in January which was determined to be an internal problem.

Mr. Grandelski asked for clarification as to where the money would come from to pay for this work. Mr. Capacchione explained that it could be paid for with Town funds which is the option that he would propose. Mr. Capacchione stated that this has been the plan all along and it could have been well under design and possibly started construction by now, if it wasn't for delays. He is working through it as quickly as he can.

Mr. Grandelski asked if they will need to get any easements. Mr. Capacchione explained that he does not know at this point. He hopes to be able to keep it in the road.

g. Normandies Park

David Capacchione reported:

- Memorandum from Kari L. Olson, Murtha Cullina, dated January 22, 2018.
- Mr. Capacchione stated that he thinks the assessments for the properties are valid, he feels the sewer use fees for the one unit that has been connected is valid as discussed previously. The Authority Members need to decide how they feel about the user fees for the units that are not connected. Discussion ensued and they consulted the Minutes of the January 17, 2018 WPCA Regular Meeting and also the Memo from Kari Olson which suggests that connections be made in a timely manner.
- There was discussion with Mr. Heap regarding whether he could complete the project sooner or a possibility of a loan. Mr. Heap would not be able to complete the project sooner because he does not have the funds and he is currently in negotiations for refinancing. Mr. Heap explained that he just acquired the property in October and does not have the plans for the expansion in hand yet. Site work is very expensive and he has to do most of the work himself. He plans to do five units per year over four years. He also noted that he would need to get approval from the Town for the expansion. He stated that he has already paid \$24,000+ in delinquent taxes to keep it from going to tax sale. Discussion continued.

Mr. CinqMars asked that Mr. Heap notify the Authority by the March 21, 2018, meeting if he has received the financing and that the fee has been paid. Mr. Heap agreed. There was discussion regarding the amount due. Mr. Heap asked why he is being required to pay off the assessment in full because he was not required to do that when he bought his property on 645 North Main Street. Mr. Capacchione suggested that Mr. Heap contact Patricia Monahan, Revenue Collector.

Motion was made by Patrick McLaughlin to waive the use fees for the units that were not connected with the understanding that all units will be connected within four years from January 1, 2018 (by January 1, 2022). User fees and connection fees to be charged as units are connected. Second by Arlene Gauthier. Motion carried unanimously (4-0-0).

Mr. Grandelski asked if this was going to be a lateral for all the different units. Mr. Capacchione stated that his desire is that it would be a private main. Mr. McLaughlin agreed. There was discussion as to whether there are development restrictions.

h. Hutchinson Precision Plastics

David Capacchione reported:

- E-mail correspondence from Jean-Jacques Buisson, Hutchinson Precision Plastics, dated February 7, 2018, to David Capacchione and Town Manager, Sean Hendricks.
- They would like the well and the use of Building D (located in the old Borough Treatment Plant) which they currently rent from the Town for their operations. They indicated (at a meeting with Sean

Hendricks, Town Manager) that they would do the demo at the old Borough Plant in exchange for the transfer of property. There are still some details that need to be worked out (no maps or agreements have been developed).

- Mr. Capacchione stated that his opinion is that, if they would demo the building and turn it into a parking area for the ball field or people using the River trail, it would be a win-win situation for the Town.

Motion was made by Patrick McLaughlin to recommend that the Town pursue discussions with Hutchinson Precision Plastics to move forward with the transfer of the property and demo of the old Borough Treatment Plant. Discussion ensued. **There was no second or vote on this motion. However, there was no objection voiced to this action.**

i. Frito – Lay Flow Testing

David Capacchione reported that he has no new information since the previous test.

j. Bio-Filter Media Replacement

David Capacchione reported:

- Bid results were included in packets to the Authority Members.
- Mr. Capacchione explained it is higher than in the past because, in the past, they did not replace the drip line irrigation or the stone. The hoses are in need of replacement. This one is a little bigger and is specially formulated not to deteriorate in septage water. There is only one supplier for it.
- The Base Bid (\$28,900.00) includes all of the drip line irrigation and replacement of the top inches of stone. The disposal cost is borne by the contractor. The Alternate Bid (\$6,900.00) would be to replace more layers of stone, if needed (it was not needed last time).
- They are doing air/smoke testing of the lines underneath.

There was discussion regarding why there was only one bid result. Three others took out bids, but did not submit. It was advertised and it was on the website. The response was from Bridgeport, but others were not interested.

- Wood chips and their disposal are not included in the bid. Mr. Capacchione is looking into Willimantic Waste for disposal. Last time they charge \$50/ton for disposal. There was discussion regarding media and wood chips is less expensive. Mr. Capacchione suggests \$12,000.00 for wood chip purchase and disposal.
- It was discovered, about a month ago, that water is leaking out of the one that was fixed last year by Coastal Construction. Mr. Capacchione suggests opening it up to determine why it is leaking water. Alternate Bid money could be used for this. If it will be expensive to fix, Mr. Capacchione suggested that maybe Town forces (who have gotten approximately 3/4 of the sewer easements cleared this winter) could do the work.

Motion was made by Patrick McLaughlin to allocate up to \$47,800.00 for replacement of the Bio-Filter, which includes \$12,000.00 for wood chip purchase and disposal, awarding the work to Naven's Excavation in accordance with the bid received on February 13, 2018 (to come from Contractual Services and Support). Second by Arlene Gauthier. Motion carried unanimously (4-0-0).

9. New Business

a. Rogers Force Main

David Capacchione reported:

- Project is essentially done.
- Not eligible for the Clean Water Fund.
- Mr. Capacchione explained/suggested that, if remaining Capital Funds (from sewer line replacements from previous years) are used (there is enough to cover the cost of the project), it would free-up the money from the Clean Water Fund, so it would help to pay for the Upgrade.

Motion was made by Patrick McLaughlin to use previously-allocated Capital Funds (remaining from sewer line replacements) to pay for the Rogers Force Main. Second by Joseph Higgins. Motion carried unanimously (4-0-0).

11. Correspondence - (Number 10 was omitted on the Agenda for this Meeting.) – See above.

## 12. Executive Session

### a. Brooklyn Contract Renewal

Motion was made by Arlene Gauthier to enter into Executive Session at 7:41 p.m. Second by Joseph Higgins. Motion carried unanimously (4-0-0).

Included in Executive Session: Gerard CinqMars, Patrick McLaughlin, Arlene Gauthier, Joseph Higgins, David Capacchione.

Motion was made by Joseph Higgins to come out of Executive Session at 8:04 p.m. Second by Arlene Gauthier. Motion carried unanimously (4-0-0).

## 13. Other

- a. David Capacchione that he had forgotten the following during discussion of the Rogers Pump Station:
- Gutters were not included in the original design of the Rogers Pump Station. There was discussion regarding the metal roof.
  - There are elevated walkways around the building for access which get dripped on when it is raining.
  - Del-Ray is not interested in the work.
  - Quotes were provided to the Authority Members,

Motion was made by Patrick McLaughlin to award to West Enterprise in the amount of \$1,243.00 to do the gutters at the Rogers Pump Station (to come out of Contractual Services and Support). Second by Arlene Gauthier. Motion carried unanimously (4-0-0).

### b. Bio-Filter Fan #2 Repair

There was discussion regarding increasing the amount previously approved \$18,000.00 for repair of the Bio-Filter #2 Fan repair. Joe Couture explained that an additional \$310.00 is needed because he had estimated the cost (when asked at the meeting of January 17, 2018) and when the quote came in for a new one, it was in the amount of \$18,310.00.

Motion was made by Patrick McLaughlin to modify the previously approved amount of \$18,000.00 to increase it by \$310.00 for the new fan for the Bio-Filter. Second by Arlene Gauthier. Motion carried unanimously (4-0-0).

## 14. Adjournment:

Motion was made by Joseph Higgins to adjourn at 8:12 p.m. Second by Arlene Gauthier. Motion carried unanimously (4-0-0).

Respectfully submitted,

J.S. Perreault  
Recording Secretary