

**TOWN OF KILLINGLY**  
**WATER POLLUTION CONTROL AUTHORITY**  
**Regular Meeting**  
**Killingly Wastewater Treatment Facility Conference Room**  
**31 Wauregan Road, Danielson CT**  
**Wednesday, August 15, 2018 at 6:00 PM**

**MINUTES**

1. **Roll Call** –Acting Chair, Patrick McLaughlin called the Meeting to order at 6:00 p.m. and did the roll call.

**Members Present:**

Gerard CinqMars  
Patrick McLaughlin  
Arlene Gauthier  
Joseph Higgins  
Andrew Danna

**Staff Present:**

David Capacchione, Director of Engineering and Facilities  
Mark Cataldo, Suez, Project Manager  
John Marcin, Suez

2. Citizen Participation (on items not subject to public hearing) – None.
3. Town Council Liaison Participation – No Representation.
4. Adoption of Minutes, Regular Meeting July 18, 2018

Motion was made by Arlene Gauthier to adopt the Minutes of the Regular Meeting of July 18, 2018. Second by Joseph Higgins.

Discussion:

The following correction was noted:

- Page 1, Item 9.a., second paragraph, third sentence, to read as follows: “Patrick McLaughlin stated that, in his experience, generally, going into the manhole is preferred.”

Motion carried unanimously with the noted correction (5-0-0).

5. Finance Report

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

David Capacchione reported and provided additional information that was not included in the packets:

- Nothing seems to be tracking out of the ordinary. Past due sewer use payments have been coming in. Now down to about \$186,000 deficit for the last fiscal year. He expects that it will continue to drop slightly.
- The money not spent from Capital Projects would go to offset the loss in revenue. The auditors are aware of this and are okay with it.

6. Report of Project Manager

- a. Cleaning of Collection System – Mark Cataldo reported that 94 percent of the sewers have been camera'd.

Mark Cataldo reported:

- Required trip test is at the lab.
- Continuing to do mark-outs during the busy season.
- Back down to normal levels on nitrogen since August 1<sup>st</sup>. Ammonia is back to zero.
- A DO probe was found broken this week. Yesterday, they switched it over to one that was working. They got a price to replace it today.

There was discussion regarding Dr. Peter Pangs, Suez' Corporate Process Control Expert, who they are working with to put together a moderate process control plan / action items / new testing. This will be good, not only regarding nitrogen, but will give new data on phosphorus removal also.

- Last week the control for the cards for the Flotwig system was installed and is up and running as of last Friday.
- The new actuator came in and they also got that installed.

7. Frito-Lay Representation – No Representation.

Mr. Capacchione reported that Heather Belanger had sent an e-mail stating that there had been no operational issues at the Facility.

8. Unfinished Business

a. Facilities Plan Update

David Capacchione reported and provided additional information that had not been included in the packets to the Authority Members:

- R. H. White is the qualified low bidder.  
Wright-Pierce estimate \$23.358 million, the bid came in at \$23.376 million.  
\$25.8 Million had been authorized at Town Meeting. Rogers Pump \$3.1 million, upgrade project \$23.3 million (this includes design fee and inspection services for Wright-Pierce and \$900,000 of contingency and \$500,000 abatement reserves).  
There is a shortfall of \$800,000.  
CNR Budget – a little over \$800,000.

Bond Council is okay with going ahead with the Project and using Town funds to supplement the difference. But, because it exceeds the \$25.8 million that had been authorized, the State Clean Water Fund wants to see authorization to borrow more. Mr. Capacchione explained that what is needed is authorization to spend more. However, they will not write the agreement for more than the originally authorized amount of \$25.8 million. Mr. Capacchione explained that they have been discussing several options: Reduce Scope of the Project; Construction Contingency; Supplemental Agreement; Revenue Pledge.

R. H. White is not obligated to perform alternates at their bid price if the alternates are removed now and awarded further down in the Project provided things are going well and we have funding. Mr. Capacchione offered to contact R.H. White to see how they feel about this.

David Capacchione recommended the following: Remove the alternates and, if the State and the Bond Council can come to an agreement on how to write the agreement for repayment of the funds, we can go forward with that. He asked for other ideas/suggestions from the Authority Members. We have until September 28<sup>th</sup> to issue to R. H. White. However, R. H. White could allow an extension.

There was no objection to Mr. Capacchione's recommendation. He explained that the Town Manager is authorized to enter into agreements regarding this and that it may not require

action/approval by the Authority, but he wants to keep the Authority Members informed.  
Discussion continued.

One suggestion discussed was to move the CNR to a different fund. Another suggestion was to cut \$800,000 worth of work (with agreement from R. H. White). The State may not approve this because it would be modifying the bid. Mr. Capacchione offered to check with the State.

There was discussion regarding the possibility of increasing the amount which would require going back to Town Meeting.

Mr. Capacchione will keep the Authority informed.

b. Sewer Line Replacement, Prospect St Area

David Capacchione reported:

- He provided a breakdown (not included in packets to Authority Members) from CLA for actual work on the Project (rough estimate of the cost to extend the private laterals to the house connections). Approximately \$128,000.
- Possibility of assessments was discussed.

Another issue needing consideration (for which, Mr. Capacchione provided information not included in packets to Authority Members), Mr. Capacchione explained that, according to the estimate provided, there are enough funds in the budget to complete this project. There was discussion.

- There was more discussion regarding assessments. The cost per hook-up is approximately \$20,000. One suggestion was to assess \$3,500-\$5,000 per unit (item #'s 21 and 29). According to the Town's Legal Counsel, the Town is within its rights to assess for the total dollar value.

There was discussion regarding levying assessments that wouldn't be due until the property transfers.

Dave to prepare assessment value for next meeting. He will run some different scenarios and present them for consideration by the Authority.

c. Hutchinson Precision Sealing Systems

David Capacchione reported:

- He expects that Town Council will take action next month regarding the transfer of the property. The Purchase and Sales Agreement has gone through our Legal Counsel and it is now being reviewed by Hutchinson's Legal Counsel.

9. New Business

a. Conrad's Park

David Capacchione reported:

- Carolyn Mathewson (owner) was not in attendance. She wants to disconnect most of the units. She wants to leave active the one closest to the road and the one furthest from the road (a map was included in packets to Authority Members). He is not sure why they want to do this as it would be more marketable to sell the lot with connections. She is looking for adjustments to fees. Some units are empty, some are leaving the site, some are uninhabitable. Mr. Capacchione has concern for connections being made later on and then the Town would be providing service without being compensated. He offered to speak with the Assessor regarding possibly issuing a change in assessment/value for those that are uninhabitable (which, essentially, would have the same effect as eliminating the user fees). He suggested that the discussion be tabled as Ms. Mathewson was not in attendance. There was consensus to table discussion until the next meeting.

Motion was made by

b. Plan of Conservation and Development

David Capacchione reported:

- A map (dated July 2005) and a letter from Ann-Marie Aubrey, Director of Planning and Development, (dated August 7, 2018) were included in packets to Authority Members.
- Mr. Capacchione stated that he cannot think of any place where we are going to run sewer that doesn't have sewer and he can't think of any place where we are proposing to run sewer, so he recommends no changes to the map.

There was discussion and there was consensus for Mr. Capacchione to attend the meeting (August 20<sup>th</sup>) and to recommend no changes to the map. He invited the Authority Members to attend also and asked for any input they may have.

10. Correspondence

a. email from CT DEEP – Nitrogen Balance (included in packets to Authority Members).

David Capacchione explained weather patterns effecting the nitrogen levels (exceeding limits) which seems to be occurring across the region.

There was discussion regarding the possibility of owing this year. Mr. Marcin offered that Suez will provide detail in a supplemental handout for next month's meeting.

11. Executive Session

a. Contract Renewal

Motion was made by Arlene Gauthier to enter into Executive Session at 7:04 p.m. Second by Joseph Higgins. Motion carried unanimously (5-0-0).

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

Motion was made by Patrick McLaughlin to come out of Executive Session at 7:09 p.m. Second by Joseph Higgins. Motion carried unanimously (5-0-0).

12. Other – None.

13. Adjournment

Motion was made by Arlene Gauthier to adjourn at 7:10 p.m. Second by Patrick McLaughlin. Motion carried unanimously (5-0-0).

Respectfully submitted (done from audio recording),

J.S. Perreault  
Recording Secretary