

TOWN OF KILLINGLY
WATER POLLUTION CONTROL AUTHORITY
Regular Meeting
Killingly Wastewater Treatment Facility Conference Room
31 Wauregan Road, Danielson CT
Wednesday, September 19, 2018 at 6:00 PM

MINUTES

1. **Roll Call** – Chair, Gerard CinqMars 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 was absent with notice.

Staff Present:

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

Also Present:

Ed Grandelski, Town Council Liaison
Heather Belanger, Frito-Lay

2. Citizen Participation (on items not subject to public hearing) – None.
3. Town Council Liaison Participation
Ed Grandelski reported:
 - Housing 350 Plainfield School Students at Westfield Avenue Board of Ed Building. Not sure if Plainfield holds school on election day.
 - Only one bid for the KMS window project. Will put out for bid again.
 - Community Center - renovate or look for another place?
 - P&Z and ZBA will be training with Plainfield. Town Attorney will also do training.
 - Transfer land to SNET for guide wire near KMS.
 - Westfield Avenue driveway to be widened for voting.
 - Charter Revision Commission – five applications received so far. Members to be appointed at the Regular Town Council Meeting in October
 - Personnel Subcommittee working on hiring:
New Finance Director has been hired – Jen Hawkins.
Town Manager – setting up interviews.
Highway Superintendent.
 - Approved money for the sewer project.
 - ADA project for KMS and KCS is out for bid.
 - Re-appointed Ralph Charter to the Conservation Commission and William Menghi to the ZBA.
 - Proclamations were given to Keith Thurlow for years of service on P&Z and Patrick Garrity for years of service on ZBA.
 - Sale of the old Borough sewer plant to Hutchinson Precision pending approval by Town Council.

At this time, Bob Kiley, Chairman of the Brooklyn WPCA was introduced. Mr. Kiley thanked Mr. CinqMars, the Authority Members and Mr. Capacchione for their work and patience regarding the operating agreement between the two communities. He stated that, now that the legal aspect is completed, they are now ready to sit down and go over certain clauses and settle it over the next few weeks.

Mr. CinqMars thanked Mr. Kiley for his efforts on the contract and stated that he feels the end result will be beneficial to both communities.

4. Adoption of Minutes, Regular Meeting August 15, 2018

Motion was made by Arlene Gauthier to adopt the Minutes of the Regular Meeting of August 15, 2018. Second by Joseph Higgins.

Discussion:

M. Cataldo noted the following corrections:

- Page 1, Item 6.a., to read as follows: "Cleaning of collection system – Mark Cataldo reported that 94 percent of the sewers have been jetted."
- Page 2, first bullet item at top of page, to read as follows: "Required toxicity testing is at the lab."
- Page 2, fifth bullet item, correct spelling is Flottweg.

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

5. Finance Report

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

David Capacchione reported:

- Nothing problematic
There was a question as to whether it was audited. Mr. Capacchione will look into it.

6. Report of Project Manager

- a. Cleaning of Collection System

Mark Cataldo reported:

- Were in compliance.
- Jetted 100 percent of the sewer system. Eighteen and under complete.
- August Ammonia has been trending downward.
- Repairing railings on the primary tanks and some secondary tanks. Hope to be complete in the fall.

John Marcin reported:

- Gave an explanation regarding the downward trend of ammonia which is continuing into September.
They made adjustments to enhance the nitrification portion of the process earlier in the year and have been successful with converting the ammonia to NO₃. Beginning mid-summer, they have had problems with the second phase of the process which still continues. They have been testing and collecting data. Too much BOD is being removed so they made an adjustment (about a week ago) to put less flow through the tower. Over the last eight days, they have been seeing improvement and will make another adjustment to further improve it.
- Mr. Marcin will provide graphs showing data collected and effects of the changes they have been making at next month's meeting.

There was discussion. There seems to be an upward trend in nitrates across the State. Mr. Capacchione asked if **vapor pressure deficit** could be a cause. Mr. Marcin will look into it.

7. Frito-Lay Representation

Heather Belanger reported that there are no operational issues to report at this time. They are still waiting for the State to get back to them regarding the flow study. They have not received approval, so they cannot go forward.

8. Unfinished Business

a. Facilities Plan Update

David Capacchione reported:

- There had been discussions with Bond Counsel (Day Pitney LLP) and the Clean Water Fund representatives last month.
The draft resolution from Bond Counsel had been provided for review by Authority Members. Mr. Capacchione explained that, although money was budgeted in this current year's budget in the CNR account, the State would not allow it to be used unless a resolution was passed to increase the total dollar value. The resolution was adopted by Town Council at their meeting last night, September 18, 2018 (copies were provided to Authority Members). A memo, dated September 18, 2018, from Day Pitney LLP, which states why this is allowable under State Statutes was provided to Authority Members. Mr. Capacchione explained that the WPCA would also need to adopt a resolution. There was discussion. Mr. Capacchione explained that this also makes it eligible for the 20 percent grant.

Motion was made by Patrick McLaughlin to approve the Resolution regarding \$816,228 increase in the appropriation for the upgrade of the Water Pollution Control Facility for an aggregate appropriation of \$26,616,228, and authorization to issue revenue bonds, notes and obligations in the amount of \$816,228 to finance such increase. Second by Joseph Higgins. Motion carried unanimously (4-0-0).

b. Sewer Line Replacement, Prospect St Area

David Capacchione reported:

- Draft Assessment for the residents for the Phase One Prospect Street Sewers was provided for review by Authority Members (using the numbers levied for the Main Street Sewer Assessment approximately 15 years ago – no consumer price index factored in). The Draft was broken-out by: unit \$1,363 per single unit; lot \$2,775; trunk line benefit (TLB) \$1,363. Mr. Capacchione explained that there is one house where the lateral is greater than 200 feet and two houses that have laterals that come out to the street which are in relatively new functioning condition. If proceeding with assessments, should it be based on the draft or a percentage or a portion or no assessments? There is enough money in the existing budget (Fund Balance) to pay for the project in full. However, there are two more phases to follow. Engineer's estimate for the work is roughly \$400,000.
- Options discussed for assessing property owners for connections to the main that is being proposed to install:
 - Assessing for 50 percent of the project cost.
There was discussion regarding what had been done in the past where assessments were to be paid when the properties transferred (in the area of the new High School). Is it fair not to assess the two property owners who have functioning laterals coming out the front of their property? These people had them installed at their own cost.
 - Assess just for the laterals?
 - Assess for the laterals and the sewer main?
 - Legally can assess for the complete project.
There was discussion regarding if assessed, for how many years, what interest rate? This is different from other expansion projects where the people involved had no sewers at all (grants were involved). These people are already connected and are paying sewer use fees.

- Install the mains in the roads and provide the stubs to the property lines and send a letter stating that the line in back will be abandoned and will no longer be maintained, there is a new line in front that they can connect to (connection fee approximately \$700). However, if property owners wait until there is an issue, this could cause health and safety hazards. Discussion continued. There is language in the Ordinances and State Statutes which give a time limit to connect. There was discussion regarding whether to waive the \$700 connection fee especially if assessments are levied (or the connection fee could be the assessment). Mr. CinqMars commented that it should be considered that, whatever is decided (regarding assessment), would cover all three phases.
- There was a suggestion to research what other towns do.
- Mr. Capacchione will inquire about asking for a consent order. We are no longer eligible for RDA money, but he can explore those options. He will discuss this more with the Town Attorney. He commented that a decision needs to be made. Discussion continued.
- One Suggestion: By unit, 50 percent of the TLB, waive the TLB for those two houses that already have the laterals. Discussion continued regarding multi-unit properties.

It was decided to table a decision until the next Regular Meeting of October 17, 2018.

c. Hutchinson Precision Sealing Systems

David Capacchione reported:

- Documents are being finalized with Hutchinson's legal counsel.
- They hope to begin demolition this winter.

d. Murtha Cullina PO

David Capacchione explained that the authorized amount needs to be increased because we are approaching the end of the purchase order value that had been previously approved.

Motion was made by Patrick McLaughlin to increase the Murtha Cullina purchase order amount by an additional \$10,000 for legal counsel on various sewer projects. Second by Arlene Gauthier. Motion carried unanimously (4-0-0).

9. New Business

a. Plan of Conservation and Development

David Capacchione reported that he had attended the Planning and Zoning Commission Special POCD Meeting of September 17, 2018. He represented the WPCA and spoke about sewer avoidance and other areas and aspects of future growth for the Town as it relates to the WPCA. He made the recommendation not to change the sewer avoidance map and to adopt it as it is as was discussion by the Authority last month.

b. Adoption of Facilities Plan Resolution – See Above.

Motion was made by Patrick McLaughlin to award the Facilities work to R.H. White, the low bidder, based on the positive reference checks and approval by the DEEP. Second by Arlene Gauthier. Motion carried unanimously (4-0-0).

c. Aeration Probes

David Capacchione reported:

- Quote provided by Suez (dated August 16, 2018) in the amount of \$6,254.43.
- Approval of the Authority was by e-mail.

- Already installed.

Motion was made by Joseph Higgins to authorize \$6,254.43 (to come out of contractual services M&E) for the Aeration Probes per the quote from Suez dated August 16, 2018. Second by Arlene Gauthier. Motion carried unanimously (4-0-0).

10. Correspondence

11. Executive Session

a. Contract Renewal

Motion was made by Arlene Gauthier to enter into Executive Session at 7:29 p.m. Second by Joseph Higgins. Motion carried unanimously (4-0-0).

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

Motion was made by Arlene Gauthier to come out of Executive Session at 7:44 p.m. Second by Joseph Higgins. Motion carried unanimously (4-0-0).

12. Other – None.

13. Adjournment

Motion was made by Arlene Gauthier to adjourn at 7:45 p.m. Second by Joseph Higgins. Motion carried unanimously (4-0-0).

Respectfully submitted,

J.S. Perreault
Recording Secretary