

**WATER POLLUTION CONTROL AUTHORITY
REGULAR MONTHLY MEETING
TUESDAY, APRIL 10, 2012**

MEMBERS PRESENT: Steven N. Wawruck, Jr., Jeffrey Ives, Dennis Gragnolati, Kevin Brace, Robert Crochetiere and Gary Laurito

MEMBERS ABSENT: Denise Balboni and William Hamel
Dana Steele, Town Engineer, Ex Officio

ALSO PRESENT: Scott C. Lappen, Director of Public Works, Ex Officio
Gary Kuczarski, Superintendent
Heather Kane, Recording Secretary

CALL TO ORDER: Steven N. Wawruck, Jr. called the meeting to order at 5:32 p.m.

MINUTES: March 13, 2012 Regular Monthly Meeting: Jeffrey Ives made a motion: **TO ACCEPT THE MARCH 13TH REGULAR MONTHLY MEETING MINUTES** - Seconded by Gary Laurito. Without further discussion, the motion to approve the minutes passed 5 – 0 with one abstention for Robert Crochetiere.

PUBLIC INPUT: None

FINANCIAL REPORTS:

- a. **March 2012 Cash Reports:** Gary Laurito made a motion: **TO ACCEPT THE MARCH FINANCIAL CASH REPORTS** - Seconded by Kevin Brace. Without further discussion, the motion passed unanimously.
- b. **CD Investments – update and changes:** There were no questions or discussion.
- c. **Delinquent Accounts – update:** There were no questions or discussion.

CORRESPONDENCE: None

OLD BUSINESS:

- a. **Greif Update:** Scott Lappen informed the Authority that Gary Kuczarski and he met with three representatives from Greif on March 29th to discuss the claim from the resident. Mr. Lappen and Mr. Kuczarski were informed at that time that Greif had written a check to the Oddos for an additional \$250.00 (a figure that the Oddos said would make them whole). The Oddos signed off on paperwork stating that they were happy with what they received. As far as the WPCA is concerned, the issue is resolved.

Greif contracted with a New Jersey firm to manufacture the tank. Due to economic times, a good part of the firm's staff was laid off so it is taking a little bit longer to make the tank. Greif is expecting it to be in place and running by the end of the month. At that time, Mr. Kuczarski and Mr. Lappen will visit Greif to make sure the tank is in place. They will then address the cleaning of the main line. Greif has agreed to pay for the work to be done. Mr. Lappen and Mr. Kuczarski recommended NEPCCO who has cleaned the pipe before. The original estimate was around \$5500.00 for the cleaning of two manholes and the main line. Greif asked the WPCA to act on their behalf in making sure that the job is done according to expectations. Kevin Brace asked if the operators have taken a look at Leslie Street. Mr. Lappen stated that the issue was at the manhole where Leslie ties into North Street. The operators have gone out and jetted the other lines and there hasn't been any issue. Mr. Lappen confirmed that NEPCCO will be bringing the line back to the same diameter it was before the material clogged the pipe. NEPCCO will cut through the material with a carbide cutter. The material will be pulled back and captured at the manhole where it will then be vacuumed out so that it does not go further down the line to cause any more blockages. The line will be videoed at the same time to show that it has been brought back to as close as its original condition as possible.

NEW BUSINESS:

- a. **FY 12-13 Budget Draft:** This is just the initial review. The WPCA is looking to adopt the budget at the June meeting. Jeffrey Ives asked Gary Kuczarski to just go through the budget accounts that have changes to them.
- The increase in Salaries represents the raises per contract.
 - The increase in Fringe Benefits is due to the figure received from Barbara Bertrand. The cost for health insurance increased.
 - There is a slight increase in the audit fee per Barbara Bertrand.
 - Right now capitals are reduced by 4% though Mr. Kuczarski is still waiting on two quotes. An old line of pumps was bought out by American Marsh. They priced the pumps low last year when WPCA put in an order for one pump. Mr. Kuczarski is reluctant to place another order until the WPCA receives the pump ordered last year and they take a look at it. Mr. Kuczarski hopes to have the final capital figures by next month.
 - Chemicals – polymer/permanganate price stayed the same per gallon. The increase is for an additional tote. Hypochlorite for the CROG bid went down in price. The WPCA will be paying \$1.01 per gallon compared to the current price of \$1.31 per gallon.
 - The decrease in electricity is based on the figures from Barbara Bertrand. Steven N. Wawruck, Jr. asked if the WPCA did any energy enhancements to account for the drop in electricity since 2008. Mr. Kuczarski stated that more efficient pumps have been installed and that the blower at the Plant is set at the minimum rate where before it was set at a higher rate.
 - Fuel oil is lower because the Facility is now running on natural gas. Fuel oil is only used for the generators at Dexters, South Main Street and South Center Street Pump Stations.
 - The increase in Natural Gas is because this year's budget figure for Natural Gas only accounts for the supply cost and not the delivery charge by Direct Energy. The percent of increase is a little bit misleading in that the WPCA is not using any more natural gas. The amount just really accounts for both the delivery and supply costs.
 - Gasoline and diesel fuel is up slightly.
 - The increase in insurance is due to figures received from Barbara Bertrand.
 - Nitrogen Credit Exchange Program – This program was created to cut down on the total nitrogen going into Long Island Sound. The WPCF had a better year; the removal of the media racks helped considerably. When the program started, the WPCF was at 130 lbs/day. The Facility is now down to 72 lbs/day. The WPCF's permit limit for 2014 is 66 lbs/day. The nitrogen level has a lot to do with the Plant's design. The WPCF is limited in regards to space. Nitrogen reduction is ultimately based on cost analysis (i.e. is a \$2 million Plant upgrade that would reduce the nitrogen payout by \$10,000 a year worth it.)
 - Legal fees remain the same. The fees are based on our agreement with Chadwick and Stone which has since been transferred to Storms and Storms and court filing fees. The WPCA initially pays the court filing fees and then gets reimbursed by the resident when they pay in full. The WPCA was reimbursed \$3,351.77 in legal fees this year.
 - Safety Training (Annual) decreased slightly based on the necessary training. Some of the training is not required every year.
 - Water increased over the past few years due to an increase in the CWC rates. The increase for next fiscal year reflects a more accurate view on what the WPCA uses.

Overall, the requested budget shows an increase of 1.5% from last year. The sewer user rate increases by 3.5% without using the operating fund for a rate adjustment. The current rate is \$4.56/1000 gallons. The WPCA did not receive much resistance last year when the rate was raised. The WPCA knows what their goals are now.

Scott Lappen informed the Authority that he and Gary Kuczarski met with Paul Dombrowski (who formerly was with Tighe & Bond and now is with Woodward & Curran). The three of them put together an RFQ for engineering services. Mr. Dombrowski had some suggestions as to what to look for in an engineering firm. It is important that the firm be DEEP pre-qualified as the WPCA wants a firm that has wastewater knowledge. There will be jobs that the WPCF can do on their own for which they will just want to submit specs to the

prospective engineering firm for review. Mr. Lappen plans on having DEEP review the bids and possibly be on the interview panel. Steven N. Wawruck, Jr. asked if Woodward & Curran will be a bidder. Scott Lappen said that yes Woodward & Curran will be bidder, but the RFQ is strictly generic for the wastewater field. Mr. Wawruck does not want a conflict and questioned if the WPCA should ask Tighe & Bond to review the RFQ as well. Mr. Lappen stated that they could do that but he thinks that the most important part is that DEEP is going to review the bids to make sure the WPCA is going in the right direction. DEEP will tell the WPCA who is pre-qualified. The prices might come back in very close but it will put Tighe & Bond on notice and will make them aware that there is not an open checkbook any more. The length of the contract will most likely be about 3-5 years only because it will cost a lot of money and time for the engineering firms to put together the bids. It would not be worth it for them to put such a packet together on a yearly basis. Mr. Wawruck felt 3-5 years is a good length of time with a possible follow-on of 3-5 years if the commission feels that the engineering firm is doing a great job.

Gary Kuczarski stated that the bottom line is that he is waiting on some quotes for the pumps and the copier lease. The figure from Barbara Bertrand for the copier lease is \$106/month (a \$20.00 increase). Ms. Bertrand is leaning towards the lender that Town Hall uses right now (A&A) which would be a change for the WPCA who currently use CBS Bloom.

Jeffrey Ives asked if he could assume by the silence that everyone agrees that this increase in rate is right where the WPCA wants it. Mr. Wawruck stated that it looks very good. Next month should just be an update regarding the pumps.

At 6:08 p.m., there being no other business to discuss, Kevin Brace made a motion: **TO ADJOURN THE MEETING** - Seconded by Robert Crochetiere. Without further discussion, the motion passed unanimously.

Respectfully submitted,

Heather Kane
Recording Secretary