

**WATER POLLUTION CONTROL AUTHORITY
REGULAR MONTHLY MEETING
TUESDAY, DECEMBER 13, 2011**

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

MEMBERS ABSENT: Dana Steele, Town Engineer, Ex Officio

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

CALL TO ORDER: Steven N. Wawruck, Jr. called the meeting to order at 5:30 p.m.

Since this was the first meeting since the November elections, Mr. Wawruck had everyone at the table introduce themselves.

MINUTES: October 11, 2011 Regular Monthly Meeting: Gary Laurito made a motion: **TO APPROVE THE MINUTES** - Seconded by Kevin Brace. Without further discussion, the motion passed 5 – 0 with three abstentions for Dennis Gragnolati, Robert Crochetiere, and William Hamel.

PUBLIC INPUT: None

FINANCIAL REPORTS:

- a. **October 2011 Cash Reports, b. November 2011 Cash Reports, and c. CD Investments:** Gary Laurito made a motion: **TO ACCEPT THE CASH REPORTS FOR OCTOBER AND NOVEMBER 2011** -Seconded by Kevin Brace. Denise Balboni inquired about the maturity date for the Bank of China CD. It is maturing on Dec. 22nd. As of December 1, 2011, the best rate for a 3-year CD is 1.55%. William Hamel questioned if the "analysis interest to date" on the cash reports should be "annualized interest to date." Gary Laurito stated that it should be "analysis" as it is referring to a bank analysis of the account which is when the bank values the account against the FDIC reserves, applies an earning rate, and then determines whether or not the account owner owes a fee. It is an analysis fee and not an interest rate. Denise Balboni noted that the deduction for checks on the October Webster Bank cash report was reversed in November. Without further discussion, the motion passed unanimously.

CORRESPONDENCE:

Greif Fiber Drums – Scott Lappen informed the Authority that in 2001, Greif Inc., a fiber drum manufacturer located on North Street, had a problem with a blockage. The solution used to glue the drums together had coagulated in the sanitary sewers and constricted the flow. The WPCA hired a company to go in with a carbide cutter to clean up the pipe. Since then, the WPCA has been cleaning the pipe in front of the company's property every three weeks with a cutter. The WPCA has not had any problems until a few months ago when a resident on Leslie Street had a back-up. Upon opening a manhole, the operators found that this solution had traveled all the way down to Smalley Street where it coagulated and constricted flow. Gary Kuczarski and Scott Lappen had a meeting with Greif Inc. last week. The following information was discussed during their meeting:

- 1) The number of machines in operation at the North Street location has increased from two to four.
- 2) There is a filtering system that can go on these machines to catch the material before it enters into the sewer system.
- 3) Greif Inc. must restore the sewer pipe in the road back to the condition it was in before the solution was deposited into the pipes. In order to do this, they will need to hire a company to go in with a carbide cutter.

- 4) Mr. Kuczarski and Mr. Lappen are giving Greif Inc. time to do some more research and to install a filtering system. They will continue to test the discharge for particles of the solution.
- 5) If the filtering system works, they will let it go with that. If it doesn't, then Greif Inc. might need to install a settlement tank on their property.
- 6) Mr. Kuczarski and Mr. Lappen also addressed the claim that was filed by a resident. Greif Inc. is considering the claim. They did not want to commit to anything at this point. Greif is not opposed to paying the claim. They just do not want to start a precedence of paying for any subsequent problems.

Atty. Scott Storms arrived at the meeting.

Denise Balboni said that it is unique to have the resident deal with the source of the problem instead of the Town. The claim was submitted to Travelers, the Town's insurance company, and it was denied. There was no physical damage to the property and the Town was not negligent. The resident is filing the claim for a \$375.00 plumber's bill. Denise Balboni asked what course of action is available to the resident. The resident should go through their insurance agent. The proper procedure is for the resident's insurance agent to file a claim with the Town Clerk and then the claim goes to the Town's insurance company. William Hamel does not recall this claim ever being filed with the Town Clerk. It appears that it went straight to Travelers where it was denied. It is now between the resident and the offender but it should go through their insurance companies or agents. It is the insurance companies that make the decision on claims.

Mr. Kuczarski informed the Authority that the last time the pipe in front of the company's property was videoed, it was relatively open. He did not realize that the material was flowing downstream and coagulating between Leslie and Smalley. Since this has been revealed, the line further down from Smalley and from Leslie going back towards Greif was videoed and it appears to be okay.

Mr. Ives informed the Authority that the discharge from Greif had been tested by the State and the State ruled that it was okay to be discharged into the sewer system. This substance is supposed to be water soluble. Mr. Kuczarski determined what the chemical make-up of the material is and learned from another source that it should not be introduced to the sewer system. This is contrary to the Department of Environmental Protection (DEP) which states that it is okay for this discharge to enter the sewer system. Mr. Kuczarski stated that a lot depends on when the discharge is sampled. DEP deemed the discharge to be acceptable because the amount of the material within the sample fell within certain discharge limits. Gary Laurito asked where the DEP takes their sample. Mr. Lappen stated that DEP tests the flow going out from the building. Steven N. Wawruck, Jr. asked if the WPCA can get DEP back to test the discharge again. Mr. Lappen stated that he is trying to work with the company because there is a very good chance that if they call DEP, DEP could shut the facility down. There are 60 families there that are depending on those jobs. Mr. Hamel asked if anyone checked this material against the tolerances that are in the sewer ordinance. Mr. Kuczarski stated that there is not a specific tolerance for this material in the ordinance.

Greif's environmental engineer came in from NJ for the meeting. Mr. Kuczarski and Mr. Lappen agreed to revisit the property in January. The environmental engineer is planning to visit similar facilities to see how the filter has been implemented on the machines and to review their procedures. It is hard to make a comparison though because the Town uses an asbestos coated pipe which has areas where material can catch whereas the other facilities most likely discharge into PVC piping which is completely smooth. The sewer pipe outside Greif is much bigger because it is flat in that area. A bigger pipe allows the material to keep moving at a lesser pitch making the flow very slow. This slow flow allows the material time to harden before it gets to where the flow is moving faster. If the material is moving, it doesn't have enough time to settle and coagulate. Greif asked Mr. Kuczarski if it would help to dilute the discharge. Mr. Kuczarski told them that dilution is not the solution for that area.

Greif is willing to work with the WPCA. Mr. Wawruck asked if Mr. Kuczarski will ever revisit contacting DEP to see if this material is compatible to go through the Town's system with the intent not to shut down the company but to protect the infrastructure here. Mr. Kuczarski said it is possible to have DEP come in to re-examine when, where and how the DEP is sampling the company.

Steven N. Wawruck, Jr. introduced Attorney Scott Storms. He is the new Town Attorney. After the November election, the Board of Selectmen voted for a new Town Attorney.

Mr. Wawruck would like to request the addition of two new agenda items. One is for the election of officers for the WPCA and the other agenda item would be for the appointment of an attorney for the WPCA. Dennis Gragnolati made a motion: **TO ADD TWO ITEMS TO THE AGENDA. ONE IS THE ELECTION OF WPCA OFFICERS AS 5A AND THE OTHER IS THE APPOINTMENT OF THE WPCA ATTORNEY AS 5B** – Seconded by Denise Balboni. Without further discussion, the motion passed unanimously.

a. Election of Officers:

1. **President:** Jeffrey Ives made a motion: **TO NOMINATE STEVEN N. WAWRUCK, JR. FOR PRESIDENT OF THE WPCA** – Seconded by Denise Balboni. Mr. Ives thinks it is beneficial to have a full-time employee of the Town be President of the Authority. That way, the President is able to be in touch on a day to day basis with the people working at the WPCF. William Hamel made a motion: **FOR THE NOMINATIONS FOR PRESIDENT BE CLOSED** – Seconded by Jeffrey Ives. Without further discussion, the motions passed unanimously. The WPCA unanimously voted for Steven N. Wawruck, Jr. to be President of the WPCA.
2. **Vice-President:** Jeffrey Ives recommended that the Vice-President be from the Sewer Commission instead of the Board of Selectmen to spread the authority around a little bit. Kevin Brace made a motion: **TO NOMINATE JEFFREY IVES FOR VICE-PRESIDENT OF THE WPCA** - Seconded by William Hamel. Steven N. Wawruck, Jr. elaborated on the comments by stating that Mr. Ives probably has the most knowledge of the WPCA and its' history, though Mr. Hamel's amount of knowledge is in close competition. Steven N. Wawruck, Jr. asked if there were any other nominations. There being no further nominations and no further discussion, the motion passed unanimously. The WPCA unanimously voted for Jeffrey Ives to be Vice-President of the WPCA.
3. **Secretary:** William Hamel made a motion: **TO NOMINATE DENISE BALBONI FOR SECRETARY OF THE WPCA** – Seconded by Gary Laurito. Without further discussion, the motion passed unanimously. The WPCA unanimously voted Denise Balboni to be Secretary of the WPCA.

- b. WPCA Attorney:** This agenda item is in regards to the appointment of an attorney to represent the Authority and to conduct business on a regular basis. Mr. Wawruck stated that Attorney Scott Storms previously was the Town Attorney and the Authority's attorney. Dennis Gragnolati made a motion: **TO RETAIN ATTORNEY SCOTT STORMS AS THE WPCA ATTORNEY** – Seconded by William Hamel. Mr. Hamel asked if the WPCA had a line item for retaining legal counsel because he hadn't yet seen the budget. Mr. Wawruck stated the WPCA does. Without any other nominations or further discussion, the motion passed unanimously.

OLD BUSINESS:

- a. Water Pollution Control Plan:** Mr. Kuczarski reminded the Authority that there was a question previously brought up regarding item 2.4 of the Plan which mentioned the Town of Windsor was possibly going to service an area of South Main Street that is within the Town of Windsor Locks' borders. Tighe & Bond thought there was a document regarding this agreement but they cannot find any such type of document. Section 2.4 has been removed from the Plan. The sewer service area map has been changed to the original boundary for the Town of Windsor Locks. Mr. Kuczarski physically measured this area and the closest Town of Windsor sewer manhole to this area is 6/10th of a mile from the Town of Windsor Locks boundary. The closest sewer manhole (on River Street) in the Town of Windsor Locks is 4/10th of a mile from the Town line. It would be about a half a mile of sewer line to service this whole area. This area does flood. It is part of the sewer service area of the Town; it is not marked as an avoidance area where the Town doesn't want to sewer (isn't eligible for development). The Town does not have a time frame as to when unsewered areas would be sewered. It is just open-ended that the Town plans on sewerage these areas at some time. Mr. Lappen stated that the only time there is an issue is when a septic system starts to fail. Mr. Kuczarski will find out what the Health Department looks at specifically when a septic system fails. Typically, the Health Department would look at the distance to available sewer. If it is within a certain limit, the Health Department might state that the resident must tie into sewer. If it is beyond the limit, it might be deemed not economically feasible and the Health Department might allow the resident to upgrade their septic system. Mr. Laurito asked if

the capacity indicated in item 3.4 is the capacity of the Plant. Mr. Kuczarski stated that the Plant's capacity is 2.12. Mr. Lappen mentioned that the Town is probably 98% sewerred and the Plant's daily flow is 1.6. Mr. Wawruck noted that at the bottom of each page is a disclaimer mentioning "legal counsel". Mr. Kuczarski stated that Atty. Chadwick did look over the plan. Mr. Wawruck suggested that the WPCA's new attorney, Atty. Storms, review the plan before the WPCA signs off on it. Atty. Storms will review the plan before next month's meeting. This topic is tabled until next month's meeting.

- b. **Pump Station Demolition – Final Cost \$25,713.21:** The WPCA had allocated \$50,000.00 for the current fiscal year and was planning on allocating an additional \$50,000.00 next fiscal year. The WPCA went out to bid and the final cost ended up being \$25,713.21 leaving a residual of \$24,286.79 in the line item. The WPCA can transfer the residual back into the reserve fund now or leave it in the project's line item until the end of the fiscal year. Mr. Wawruck stated that the Town leaves capitals out there at least until the end of the year. There will not be any additional costs for outstanding issues; the project is done. Mr. Wawruck recommended that the WPCA wait until the end of the year to transfer funds. Denise Balboni agreed. Mr. Kuczarski did tell Tighe & Bond what the final cost of the project was and Tighe & Bond agreed that the WPCA is better taking on certain projects themselves. There was a good working relationship with the contractor, Environmental Services, Inc.

NEW BUSINESS:

- a. **Meeting schedule for 2012:** There was one change to the schedule: the meeting time is at 5:30 p.m. and not 6:00 p.m. as noted. Mr. Wawruck asked if there were any conflicts. Kevin Brace stated that there was a conflict this year with the November meeting being on Election Day. Mr. Wawruck and Mr. Hamel stated that for next year Election Day will be on November 6th since the last day that Election Day can be held is the 8th. William Hamel made a motion: **TO ADOPT THE MEETING SCHEDULE FOR 2012** – Seconded by Gary Laurito. Without further discussion, the motion passed unanimously.
- b. **Awards – WPCA: Asset Management Award and Tom Sciarrino: Laboratory Analyst Excellence Award:** The Authority won the Asset Management Award and Tom Sciarrino receiving an excellence award for laboratory analyst. The awards ceremony coincides with a trade show in Boston. Gary Kuczarski will be going up with Tom Sciarrino and probably one other operator.
- c. **Transfer of funds from Pump Station Demolition account:** The WPCA already decided that they will wait until the end of the fiscal year to transfer funds. Please see item b under Old Business for the notes regarding this decision.

At 6:22 p.m., there being no other business to discuss, Denise Balboni made a motion: **TO ADJOURN THE MEETING** - Seconded by Jeffrey Ives. Without further discussion, the motion passed unanimously.

Respectfully submitted,

Heather Kane
Recording Secretary