

# MINUTES OF MEETING

**WATER POLLUTION CONTROL AUTHORITY**

**May 23, 2016**

The Water Pollution Control Authority of the Stratford Town Council conducted a regularly scheduled meeting on Monday, May 23, 2016 in Council Chambers of Stratford Town Hall, 2725 Main Street, Stratford, CT 06615 pursuant to notice duly posted.

1. CALL TO ORDER — 7:45 P.M.

PRESIDING: Chairman Marianne Antezzo

WPCA MEMBERS IN ATTENDANCE: Ms. Beth Daponte, Mr. Mark Dumas, Mr. David Harden, Mr. Philip Young, Ms. Marianne Antezzo, Mr. J. Vincent Chase, Mr. Alan Llewelyn, Ms. Tina Manus.

WPCA MEMBERS ABSENT: Mr. Wali Kadeem

OTHERS IN ATTENDANCE: Town Engineer John Casey, Attorney John Florek, Attorney Alex Florek, Attorney Chris Hodgson, CAO Chris Tymniak, Tax Assessor Melinda Fonda, Finance Director Susan Collier, WPC Plant Superintendent Peter Stallings, Director of Public Works Maurice McCarthy

DOCUMENTS DISTRIBUTED DURING MEETING

- WPC Plant Operating Report for April 2016 – submitted by Peter Stallings
- Excerpted portion of proposed operating budget FY 2017 pages 72 – 75 – submitted by WPCA member Mark Dumas

2. Approval of the minutes of April 25, 2016. A MOTION WAS MADE BY MR. CHASE, SECONDED BY MR. DUMAS TO APPROVE THE FOREGOING MINUTES. THE MOTION PASSED UNANIMOUSLY.

3. REPORTS

A. Mr. Stallings reviewed the above-cited report.

B. Mr. Casey reports as follows:

**(1) Polyaluminum Chloride project-** The contractor continues to make progress on the construction and is on schedule.

**(2) Inflow and Infiltration Capacity Study-** The Sub-consultant has been performing weekly monitoring of the meters since their installation April 12<sup>th</sup>. The 8 week monitoring period would end on or about June 12th. While we have had rain since the initial installation, it has not come in large doses. Hopefully we will have some significant rain events during the rest of the monitoring period.

The engineer has submitted a fee proposal for the second part of the work, that being the analysis of the gauging results, updating the GIS system & creation of a hydraulic model of the primary sewer system to evaluate capacity issues, development of recommendations for the Sewer System Evaluation Study (SSES), preparation of Clean Water Fund applications. The proposed fee is \$276,098.

The Town's share of the I/I work as proposed would be 45% when CWF application is approved. The Town could fund this portion utilizing the 2% loan provided through the CT DEEP, or we will research if the town's share of the CWF can come from capital funds already proposed (\$175,000 WPCA authorization 9/22/2014 plus \$50,000 2016 CIP), or a combination of these financing options.

**(3) Condition Assessments-** This year's cleaning and video inspections of sewers and manholes is complete and the results will be utilized for long term planning and for evaluation as part of the I/I study.

**(4) Six Pump Stations Rehabilitation project-** The subcommittee has met and reviewed the scope of work. We have had the Request For Qualifications reviewed by the CT DEEP and are ready to place the advertisement for consultants in the CT Post, as well as on the Town and State websites.

#### 4. Acceptance of revised WPCA Budget FY 17

A MOTION WAS MADE BY MR. DUMAS, SECONDED BY MR. YOUNG TO AMEND THE MAYOR'S PROPOSED BUDGET (REVENUES - \$11,251,035; EXPENSES - \$11,023,000) TO (REVENUES - \$10,580,296.80+200,000; EXPENSES - \$10,549,000). MR. CHASE MOTIONED TO REAMEND MR. DUMAS' MOTION, SECONDED BY MS. MANUS, TO REMOVE \$200,000 FROM THE MOTION AND ADOPT THE REVISED BUDGET. MR. CHASE'S MOTION TO REAMEND AND ACCEPT THE REVISED WPCA BUDGET PASSED UNANIMOUSLY. (Adopted revenue and expense lines items appended as pages 4-5)

MR. CHASE MOTIONED, SECONDED BY MR. DUMAS TO APPROVE THE FOLLOWING PROJECTIONS: RESIDENTIAL - \$7,383,930; COMMERCIAL 2,416,455.

WPCA meeting recessed: 9:00 p.m. WPCA meeting reconvened: 9:15 p.m.

MR. CHASE MOTIONED, SECONDED BY MR. YOUNG TO AMEND THE ABOVE COMMERCIAL AND RESIDENTIAL PROJECTIONS AS FOLLOWS: RESIDENTIAL - \$7,545,820; COMMERCIAL 2,406,039. MR. CHASE CALLS TO MOVE THE QUESTION. MR. YOUNG SECONDS MR. CHASE'S MOTION. IT PASSED UNANIMOUSLY TO MOVE THE QUESTION.

THE AMENDMENT ABOVE - RESIDENTIAL - \$7,545,820; COMMERCIAL 2,406,039 - PASSED UNANIMOUSLY.

5. Establish and/or revise charges in connection with and use of the Sewer System
  - A. Proposed Commercial - \$5.25 per unit per annum
  - B. Proposed Residential - \$450 per annum

A MOTION WAS MADE BY MS. MANUS, SECONDED BY MR. CHASE TO DENY THE ABOVE-CITED PROPOSED RATES FOR COMMERCIAL AND RESIDENTIAL CHARGES AND APPROVE THE RATES AS FOLLOWS:

A. Adopted Commercial - \$4.62 per unit per annum

B. Adopted Residential - \$396 per annum

THE MOTION PASSED UNANIMOUSLY.

6. Proposal for billing in-law apartments for FY17 to be the same as the billing for in-law apartments was as of July 1, 2015 (FY16).

A MOTION WAS MADE BY MR. CHASE, SECONDED BY MS. MANUS TO APPROVE BILLING IN-LAW APARTMENTS FOR FY 17 TO BE THE SAME AS THE BILLING AS OF JULY 1, 2015. MR. CHASE AND MS. MANUS WITHDRAW THE MOTION AND THE SECOND RESPECTIVELY.

WAIVER OF COUNCIL RULES OF PROCEDURE

A MOTION WAS MADE BY MR. CHASE SECONDED BY MS. MANUS TO WAIVE THE COUNCIL RULES OF PROCEDURE TO AMEND THE AGENDA ITEM IN ORDER TO MODIFY THE VERBIAGE. THE MOTION PASSED UNANIMOUSLY.

Billing of in-law apartments for FY17: Ms. Fonda was called to the podium. Questions were posed to Ms. Fonda. Discussion went on re: criteria for in-law apartments, locations, zoning approval. Mr. Dumas call the question.

A MOTION WAS MADE BY MS. MANUS, SECONDED BY MR. DUMAS TO MAKE SINGLE FAMILY IN-LAW APARTMENTS ONE SEWER USE FOR FY 16/17 BILLING CYCLE AND REVIEW BY THE SUBCOMMITTEE AT A LATER DATE. THE MOTION PASSED UNANIMOUSLY.

7. Adjournment— Hearing no other business, Ms. Antezzo entertained a motion to adjourn the meeting at 9:40 p.m. A MOTION WAS MADE BY MR. DUMAS, SECONDED BY MR. LLEWELYN TO ADJOURN. THE MOTION CARRIED UNANIMOUSLY.

---

Respectfully submitted, Carol Cabral, Secretary

ORG	OBJ	DEPARTMENT/DESCRIPTION	FY 2017 MAYOR PROPOSED	FY 2017 TC ADOPTED BUDGET	\$ CHANGE
<b>SEWER USE (WPCA) - REVENUES</b>					
SEWER USE					
38938	4061	Current Sewer Use Fee	8,066,925	7,545,820	(521,105)
38938	4062	Current Sewer Use - Interest	100,000	100,000	
38938	4063	Current Sewer Use - Lien	1,500	1,500	
38938	4064	Arrears Sewer Use Fee	100,000	100,000	
38938	4065	Arrears Sewer Use Interest	130,000	130,000	
38938	4066	Arrears Sewer Use Lien	40,000	40,000	
38938	4071	Current Comm Sewer Use F	2,639,510	2,406,039	(233,471)
38938	4072	Current Commercial Sewer Use I	10,000	10,000	
38938	4074	Arrears Commercial Sewer Use F	20,000	20,000	
38938	4075	Arrears Commercial Sewer Use I	12,000	12,000	
38938	4076	Arrears Commercial Sewer Use L	1,100	1,100	
38938	4649	Other - Miscellaneous Revenue	130,000	193,000	63,000
			<b>11,251,035</b>	<b>10,559,459</b>	(691,576)
<b>TOTAL REVENUES</b>			<b>11,251,035</b>	<b>10,559,459</b>	

ORG	OBJ	DEPARTMENT/DESCRIPTION	FY 2017 MAYOR PROPOSED	FY 2017 TC ADOPTED BUDGET	\$ CHANGE
<b>SEWER USE (WPCA) - EXPENSES</b>					
38938	6003	Payroll - Regular	1,014,693	1,014,693	
38938	6009	Payroll - Supplementary	6,500	6,500	
38938	6020	Payroll - Overtime	329,000	300,000	(29,000)
38938	6022	Shift Differential	4,400	4,400	
38938	6025	Out of Category	3,000	3,000	
38938	6051	Pension Fund	1,053,449	1,053,449	
38938	6052	Social Security	100,000	100,000	
38938	6053	Health/Dental/Medicare Supp	359,372	359,372	
38938	6054	Life Insurance	7,400	7,400	
38938	6055	401a Retirement Plan	82,000	82,000	
38938	6056	Longevity	7,050	7,050	
38938	6058	Uniform Maintenance	22,000	22,000	
38938	6061	Education	3,000	3,000	
38938	6102	Printing & Stationery	2,500	2,500	
38938	6152	Chemical Supplies	100,000	100,000	
38938	6157	Gas & Oil	14,000	14,000	
38938	6163	Safety Equipment	3,400	3,400	
38938	6199	Materials - Other	21,000	21,000	
38938	6206	Lab Maintenance	3,000	3,000	
38938	6212	Small Tool Equipment	1,000	1,000	
38938	6302	Equipment Service	13,000	13,000	
38938	6307	Sewer Line Maintenance	60,000	60,000	
38938	6308	Pump Station Maintenance	20,000	20,000	
38938	6309	Auto Maintenance	18,000	18,000	
38938	6319	Plant Maintenance	30,000	30,000	
38938	6328	Land Use Rent	600,000	600,000	
38938	6361	Gas- Heating	55,000	55,000	
38938	6362	Electric	575,000	575,000	
38938	6363	Heating - Oil	5,000	5,000	
38938	6364	Water	27,000	27,000	
38938	6393	Project Contractor	25,000	-	(25,000)
38938	6393 2039	Sewer Treatment Plant Upgrade	100,000	-	(100,000)
38938	6469	Sludge Contract Service	1,155,000	1,155,000	
38938	6499	Contractual Services	560,000	560,000	
<b>Contractual Services - WPCA</b>					
38938	6500	Capital Equipment	400,000	200,000	(200,000)
38938	6501	Purchased Insurance	46,000	46,000	
38938	6519	TV Sewer Inspections	30,000	30,000	
38938	6528	Refunds	200,000	200,000	
38938	6603	Contract Settlements	116,067	116,067	
38938	6621	Workers Compensation	80,000	80,000	
38938	6641	Capital Outlay Contingency	500,000	400,000	(100,000)
38938	6689	Other Contingency	40,000	20,000	(20,000)
38938	6902	Bond Principal Payment	2,221,853	2,221,853	
38938	6921	Bond Interest Payment	709,316	709,316	
38938	7001	Transfer to General Fund	300,000	300,000	
<b>TOTAL EXPENSES</b>			<b>11,023,000</b>	<b>10,549,000</b>	<b>(474,000)</b>
<b>GRAND TOTAL: SURPLUS / (EXPENSE)</b>			<b>228,035</b>	<b>10,459</b>	<b>(217,576)</b>