

**CITY OF NORWALK
WATER POLLUTION CONTROL AUTHORITY
JANUARY 26, 2009**

Attendance: John Atkin, Chairman
Darren Oustafine, Vice Chairman
Mayor Moccia
Lewis Clark
Frederika Bikakis-Hajian
Andrew Conroy
William Krummel
Faye Bowman
Fred Wilms

Staff: Hal Alvord, DPW Public Works Director
Lisa Burns, DPW Operations Manager
Ralph Kolb, DPW Wastewater Systems Manager
Tom Hamilton, Finance Director

Others: Rick Lavoie, CH2MHill, OMI
John Mastracchio, Malcolm Pirnie
Steve Konochik, Gilbane

1. PUBLIC HEARING FOR INDUSTRIAL PRETREATMENT PROGRAM FEES FOR CALENDAR YEAR 2009 (COPY INCLUDED).

Chairman Atkin opened the public hearing at 5:30 PM
Chairman Atkin closed the public hearing at 5:38 PM
No one from the public attended

2. CALL TO ORDER

Chairman Atkin called the meeting to order at 5:38 PM

3. APPROVE THE MINUTES FROM WPCA MEETING HELD ON DECEMBER 15, 2008. (COPY INCLUDED)

**** MR. KRUMMEL MOVED TO APPROVE THE ITEM**

**** MOTION PASSED**

**** ONE ABSTENTION- CHAIRMAN ATKIN**

4. APPROVE INDUSTRIAL PRETREATMENT PROGRAM FEES FOR CALENDAR YEAR 2009.

Mr. Conroy said that the banks charge \$35 for a returned check and he thought that the returned check fee should be higher. Mr. Alvord said that the basis on the returned check fee is not related to what the bank charges for a check that does not clear, but is based in staff time to collect the funds. Ms. Bikakis-Hajian asked if there is currently a

fee for returned checks. Ms. Burns said "yes" \$25. Ms. Bikakis-Hajian asked what the city's bank charges for a returned check. Mr. Hamilton said he would need to check with the Comptroller's office. Ms. Bikakis-Hajian said that whatever the fee is for a check that is not honored should be passed onto the individual, and that the City should not absorb that cost.

**** MS. BIKAKIS-HAJIAN MOVED TO APPROVE THE RETURNED CHECK FEE BE INCREASED TO \$50.00**

**** MOTION PASSED**

**** MR. WILMS MOVED TO APPROVE THE INDUSTRIAL PRETREATMENT PROGRAM FEES FOR CALENDAR YEAR 2009**

**** MOTION PASSED UNANIMOUSLY**

Mayor Moccia arrived at 5:40PM

4A. APPROVE PROPOSED SANITARY SEWER EXTENSION FOR TEMPLE BETH ISRAEL LOCATED AT 40 KING STREET (DRAWING INCLUDED).

Mr. Kolb said that the synagogue is currently on septic and is looking to install a new building on site. He said that they have decided to extend the sewer from Oriole Drive to King Street, and in the future the sewer extension would be transferred to the City. He said that the sewer in the street will meet all city specifications and requirements. Mr. Krummel asked if the neighbors will be required to connect to this. Mr. Kolb said "no" but if they choose to connect they will be able to. Mr. Krummel asked if an assessment would be charged. Mr. Kolb said that they will not be assessed because the synagogue is paying the cost of extending the sewer. He said that the only fee there will be is to the parcel owners who choose to connect will pay the sewer connection fee. Ms. Burns said that the synagogue may approach property owners regarding sharing the cost. Mr. Alvord said that this will not move forward for at least 18 months, because King Street was paved 6 months ago, and there is a 2 year moratorium on digging up a newly paved road. Vice Chairman Oustafine said that the drawing shows an effluent pump and that it should be a grinder pump because there is no septic tank. Mr. Kolb said that the drawings will go to the Department of Public Works engineering division for final approval.

**** MAYOR MOCCIA MOVED TO APPROVE THE ITEM**

**** MOTION PASSED UNANIMOUSLY**

5. AUTHORIZE THE CHAIRMAN OR VICE CHAIRMAN OF THE WATER POLLUTION CONTROL AUTHORITY TO EXECUTE AN AMENDMENT TO THE DECEMBER 5, 2006 AGREEMENT WITH WRIGHT-PIERCE IN THE AMOUNT OF \$102,589 TO PROVIDE PROFESSIONAL SERVICES RELATED TO MOBILE RADIO SURVEY IN ACCORDANCE WITH A LETTER PROPOSAL DATED JANUARY 13, 2009. (COPY INCLUDED)

ACCOUNT NO. 09084062 5777 C0363

Ms. Burns said that a wireless survey was completed in November 2008. She said that the study looked at connectivity options for the 22 pump stations to connect back to the WWTP for communication. She said that currently there are leased telephone lines for the 22 pump stations, which is very costly and not a lot of information is received back. She said that staff has been looking into ways to improve the implementation and control at the pump stations. She said that one of the ways to do this is to install a wireless mesh network across the city, which will also provide greater citywide benefit. She said that there is the potential for public safety services to utilize the system, and that OMI, Inc. would be able to access data from the field, and will be able to better respond to situations. She said that the study showed that 60-65% of the city would be covered by the mesh network with the greatest signal strength, and approximately 80% of the city would be covered by acceptable signal strength. She said this scope is to test the system to ensure that it will work across the city. She said that the scope went to the city's IT department last week and that they reviewed it and recommended that it be forwarded to the WPCA for consideration. Mayor Moccia said that the WPCA would be subsidizing the city. Mr. Wilms asked how much it will cost. Ms. Burns said that there will be a cost estimate provided once the scope is completed. Mayor Moccia asked if this has been discussed with other city departments. Ms. Burns said "yes" through the IT department. Vice Chairman Oustafine asked if other city departments could provide funding since it will also be benefitting them. Mayor Moccia said "no" not at this time and that the WPCA is better financially secure than city departments. Mr. Hamilton asked if only 65% of the city will be covered by the mesh network, how that would benefit the police department. Ms. Burns said that the 65% is with excellent coverage, and that 80% would be covered with acceptable coverage. Mr. Wilms asked how many times that alarms went off at all 22 pump stations at one time. Mr. Kolb said that during major storm events multiple alarms will go off at the same time. Mr. Wilms asked what the negative consequences have been from having the current system. Mr. Alvord said sewage spills and receiving notices of violation from the Department of Environmental Protection. Mr. Krummel asked if all 22 pump stations are within the area that the mesh network would cover. Mr. Kolb said "no" and there are approximately 2 pump stations outside the area of coverage. Ms. Burns said that a repeater would be installed at those pump stations. Mayor Moccia asked who represented the Fire Department at the IT Committee meeting. Mr. Alvord said Larry Reilly. Ms. Bowman arrived at 6:00 PM

**** MAYOR MOCCIA MOVED TO TABLE THE ITEM UNTIL NEXT MONTH AND REQUESTED A WRITTEN EVALUATION FROM BOTH THE FIRE AND POLICE DEPARTMENTS.**

**** MOTION PASSED UNANIMOUSLY**

Chairman Atkin introduced Ms. Bowman as the alternate Board member on the WPCA for Councilwomen Phyllis Bolden.

6. AUTHORIZE THE CHAIRMAN OR VICE CHAIRMAN OF THE WATER POLLUTION CONTROL AUTHORITY TO EXECUTE AN AMENDMENT TO THE DECEMBER 5, 2006 AGREEMENT WITH WRIGHT-PIERCE IN THE AMOUNT

OF \$37,000 TO PROVIDE PROFESSIONAL SERVICES RELATED TO IP CAMERAS AND SCADA MAIN STATION UPGRADE IN ACCORDANCE WITH LETTER PROPOSAL DATED JANUARY 13, 2009. (COPY INCLUDED)

ACCOUNT NO. 09084062 5777 C0363

Ms. Burns said that there is a plan for implementing SCADA and instrumentation control at the WWTP. She said there are currently some issues with connectivity between the supplemental building and the main building. She said a lot of that will be upgraded when the WWTP is upgraded, and that this is an improvement in the interim. She said in addition there is a need for security cameras at the septage receiving location, and around the WWTP. She said included in this scope is the evaluation, but not the purchasing of the cameras at the Public Works Center.

**** VICE CHAIRMAN OUSTAFINE MOVED TO APPROVE THE ITEM
** MOTION PASSED UNANIMOUSLY**

7. AUTHORIZE THE CHAIRMAN OR VICE CHAIRMAN OF THE WATER POLLUTION CONTROL AUTHORITY TO EXECUTE THE THIRD AMENDMENT TO AGREEMENT BY AND BETWEEN NORWALK WATER POLLUTION CONTROL AUTHORITY AND OPERATIONS MANAGEMENT INTERNATIONAL, INC. FOR OPERATION AND MAINTENANCE OF NORWALK WASTEWATER TREATMENT PLANT. (COPY INCLUDED)

Ms. Burns said at the request of the Board that Mr. Hamilton has prepared a memo reviewing the amendment and some of the cost information that was prepared from OMI, Inc.

**** MAYOR MOCCIA MOVED TO APPROVE THE ITEM
** MOTION PASSED UNANIMOUSLY**

8. AUTHORIZE THE CHAIRMAN OR VICE CHAIRMAN TO ENTER INTO AGREEMENT WITH GILBANE BUILDING COMPANY FOR CONSTRUCTION MANAGEMENT SERVICES OUTLINED IN THE JANUARY 22, 2009 SUMMARY PROPOSAL RELATED TO THE PHASE 1 WASTEWATER TREATMENT PLANT UPGRADE. (COPY INCLUDED)

ACCOUNT NO. TBD BY COMPTROLLER

Ms. Burns said that the Governor has the \$34.8 million dollars in Clean Water Funds for the Norwalk Wastewater Treatment Plant upgrade on the bond commission agenda for this month. She said that there is an additional \$3.8 million dollars on the list for design reserve. She said at this point she will be bringing the Construction Manager on board to prepare all pre-bid and bid documents and introduced Mr. Konochik of Gilbane. She said that 2 rounds of requests for qualifications were done to select a Construction Manager, and that 1 response was received both times. She said that she spoke to the Purchasing Department and all purchasing guidelines were met by going out twice. Mr. Hamilton asked if Gilbane has experience with working on Clean Water Funding

projects. Ms. Burns said 'yes" and for the past 8 years has been the Program Manager for the Board of Education schools construction projects, and from the reports that she had received the city was very pleased with the services that Gilbane had provided. She said that the fee that has been negotiated with Gilbane was at the very low end of the range of fees. She said that the general conditions are billed on actual costs which are tracking under 7%. Mr. Konochik said that the same Construction Manager that was used for the CSO project in New Haven will be used on this project. Mr. Hamilton suggested that language be included in the agreement stating that if a Clean Water agreement is unable to be executed with the State that Gilbane will be paid only for services rendered.

**** MAYOR MOCCIA MOVED THAT ANY MOTION THAT IS MADE IS SUBJECT TO RECEIVING BONDING APPROVAL BEFORE GOING TO THE CORPORATION COUNCIL.**

**** MOTION PASSED UNANIMOUSLY**

**** MR. KRUMMEL MOVED TO APPROVE THE ITEM**

**** MOTION PASSED UNANIMOUSLY**

- 9. BE IT RESOLVED THAT IT IS IN THE BEST INTERESTS OF THE WATER POLLUTION CONTROL AUTHORITY FOR THE CITY OF NORWALK TO ENTER INTO CONTRACTS WITH THE DEPARTMENT OF ENVIRONMENTAL PROTECTION FOR CONSTRUCTION MANAGEMENT SERVICES. IN FURTHERANCE OF THIS RESOLUTION, JOHN ATKIN, THE CHAIRMAN IS DULY AUTHORIZED TO ENTER INTO AND SIGN SAID CONTRACTS ON BEHALF OF THE WATER POLLUTION CONTROL AUTHORITY FOR THE CITY OF NORWALK. THE CHAIRMAN IS FURTHER AUTHORIZED TO PROVIDE SUCH ADDITIONAL INFORMATION AND EXECUTE SUCH OTHER DOCUMENTS AS MAY BE REQUIRED BY THE STATE OR FEDERAL GOVERNMENT IN CONNECTION WITH SAID CONTRACTS AND TO EXECUTE ANY AMENDMENTS, RESCISSIONS, AND REVISIONS THERETO.**

**** MAYOR MOCCIA MOVED TO APPROVE THE ITEM**

**** MOTION PASSED UNANIMOUSLY**

10. REPORTS:

- a. FY08-09 Revenues/Expenditures Report (MUNIS report included)
Ms. Burns said that revenues are down for sewer connection fees
- b. Draft FY09/10 Capital Budget (copy included)
Ms. Burns said that she had separated out the Clean Water Funds and the general obligations for the WPCA will be \$900,000 which was what was projected in the 5 year plan. She said that the capital budget will be going before the Planning Commission on February 4, 2009 for approval.

- c. WWTP Upgrade Update – Fire Tower
Mr. Alvord said that in phase I of the WWTP upgrade that the new head works building is going in the fire training area, and at one point there was a possibility that the fire training tower would need to be removed. He said that is not the case, and that he has met with the Mayor and the Fire Chief, and are looking at some options that may still provide an opportunity for the Fire Department to continue to have a usable training facility at the property.

- d. Sewer Use Bill Appeals/Adjustments Update
 - 1) Appeal status
Mr. Kolb said to date for this fiscal year that the total amount of adjustments is \$380,549.

 - 2) Misc Issues:
 - a. 40 Prospect St
Mr. Kolb said this is a commercial mixed use land use code however; they are being billed on the number of residential units of 96. He said the fee that was originally billed was \$21,600, and if it were to be billed based on consumption their bill would increase to \$25, 387.

 - b. 4 Merrit St
Mr. Kolb said that the Norwalk Shelter is a not for profit organization and is listed as a commercial land use code, but is being billed based on the number of beds. He said that their bill for this year was \$3,150 and based on consumption their bill would increase to \$10,720. He said these are the only 2 properties that were not billed properly based on the policy.

- e. Information Copies:
 - 1) Clean Water Fund 2010 & 2011 Priority List Request (copy included)
No discussion.
 - 2) WPCA Contact List Update (copy included)
No discussion.
 - 3) Updated WPCA Logo and Letterhead (copy included)
No discussion.
 - 4) 2008 GPLPE Annual Compliance Certification Form (copy included)
No discussion.

11. CONTRACT OPERATIONS REPORT:

- a. Public Works Director Report:
 - 1) Odor Issues
Mr. Kolb said there have been no odor complaints received this month.

- b. OMI Report
 - 1) Monthly Operating Report – December 2009 (copy included)

Mr. Lavoie said that the nitrogen credit system finished this year at 736 pounds, and once confirmed by the DEP, the city will be receiving approximately \$150,000.

- 2) Collection System and Pump Station MRR Accounts (copy included)
Mr. Lavoie said that 4 1/2 miles of TV work has now been completed with the robot system. He said there was a storm flow during the rain event on December 11, 2008, but there were no issues with plant performance and all sampling was taken.

12. EXECUTIVE SESSION

- a. Consumption Based Billing Update and Potential Litigation
- b. Health Department Enforcement of Fats, Oils, and Grease Program

**** MAYOR MOCCIA MOVED TO ENTER INTO EXECUTIVE SESSION TO DISCUSS CONSUMPTION BASED BILLING UPDATE AND LITIGATION AND HEALTH DEPARTMENT ENFORCEMENT OF FATS, OILS, AND GREASE PROGRAM.**

**** MOTION PASSED UNANIMOUSLY**

Executive session began at 6:55 PM

Executive session ended at 7:15PM

****NO ACTION WAS TAKEN.**

13. ACTION ON ANY ITEM DISCUSSED HEREIN

No discussion.

14. ADJOURNMENT

**** MAYOR MOCCIA MOVED TO ADJOURN**

**** MOTION PASSED UNANIMOUSLY**

The meeting adjourned at 7:15PM

Respectfully Submitted;
Dilene Byrd