

CITY OF NORWALK  
WATER POLLUTION CONTROL AUTHORITY  
FEBRUARY 25, 2013

Attendance: Darren Oustafine, Chairman  
Lewis Clark, Vice Chairman  
Mayor Moccia  
Fred Wilms  
Mark Berns  
Dave Mc Carthy  
Frederika Bikakis-Hajian

Staff: Hal Alvord, DPW Director  
Lisa Burns, DPW Operations Manager  
Ralph Kolb, DPW Waste Systems Manager  
Edward Fitzgerald, WPCA Intern

**1. CALL TO ORDER**

Chairman Oustafine called the meeting to order at 5:30PM

**2. APPROVE THE MINUTES FROM WPCA MEETING HELD ON (COPY INCLUDED)**

**\*\* MR. MCCARTHY MOVED TO APPROVE THE MINUTES  
\*\* MOTION PASSED  
\*\* ONE ABSTENSION- MAYOR MOCCIA**

**3. SCHEDULE PUBLIC HEARING FOR PROPOSED FY 2013-14 SEWER USE RATES  
ON MARCH 18, 2013 AT 5:30PM (DRAFT NOTICE INCLUDED)**

Mr. Kolb reported on the rate changes and said that the residential rate will increase by 1.75%, the commercial flat rate will increase by 2.5% and the commercial flow rate is 2% and that the average increase overall for the sewer use fees is just under 2%. Mr. Berns asked if the percentage of the rate increase can be included in the public notice. Mr. Alvord said that it cannot be included in the legal advertisement but that language can be added to the city's website. Mayor Moccia asked if the bank only charges \$20.00 for returned checks or if the fee is higher. Mr. Alvord said that the Tax Collector's office said that the state statute states that \$20 is the limit that can be charged for returned checks.

**\*\* MR. BERNS MOVED TO SCHEDULE THE PUBLIC HEARING  
\*\* MOTION PASSED UNANIMOUSLY**

**4. TECHNICAL CORRECTION OF WPCA APPROVAL ON DECEMBER 17, 2012**

**ORIGINAL APPROVAL:  
AUTHORIZE THE CHAIRMAN OR THE VICE CHAIRMAN OF THE WATER POLLUTION  
CONTROL AUTHORITY TO EXECUTE AN AMENDMENT TO THE NOVEMBER 19, 2007  
AGREEMENT WITH MALCOLM PIRNIE IN THE AMOUNT OF \$148,900 TO PROVIDE  
PROFESSIONAL ENGINEERING SERVICES FOR THE BEACON STREET INTERCEPTOR**

**SERVICE AREA PROJECT IN ACCORDANCE WITH A SCOPE OF WORK DATED  
DECEMBER 11, 2012.  
ACCOUNT NO. 09114062-5777-C0361**

**CHANGE TO :  
AUTHORIZE THE CHAIRMAN OR THE VICE CHAIRMAN OF THE WATER POLLUTION  
CONTROL AUTHORITY TO EXECUTE AN AGREEMENT WITH ARCADIS IN THE AMOUNT  
OF \$148,900 TO PROVIDE PROFESSIONAL ENGINEERING SERVICES FOR THE BEACON  
STREET INTERCEPTOR SERVICE AREA PROJECT IN ACCORDANCE WITH A SCOPE OF  
WORK DATED DECEMBER 11, 2012 (COPY INCLUDED)  
ACCOUNT NO. 09114062-5777-C0361**

**\*\* MR. MCCARTHY MOVED TO SUSPEND THE RULES TO AMEND THE AGENDA  
\*\* MOTION PASSED UNANIMOUSLY**

**\*\* MAYOR MOCCIA MOVED TO AMEND THE MOTION AND TO DELETE THE WORD  
TECHNICAL CORRECTION BUT TO AUTHORIZE A FORMAL APPROVAL OF THE  
CONTRACT AS DELINEATED WITH ARCADIS IN THE AMOUNT OF \$148,900  
\*\* MOTION PASSED UNANIMOUSLY**

**\*\* MR. MCCARTHY MOVED TO RETRACT THE ORIGINAL AUTHORIZATION FOR THE  
CONTRACT WITH MALCOLM PIRNIE  
\*\* MOTION PASSED  
\*\*ONE ABSTENSION- MAYOR MOCCIA**

## **5. REPORTS**

- a. FY12/13 Revenues/Expenditures Report (MUNIS report included)  
Mr. Kolb said that everything is tracking as expected.
- b. Draft FY 13/14 Capital and Operating Budget (copies included)  
Ms. Burns said that there have been no changes to the draft capital budget that was previously presented. Ms. Burns presented the draft operating budget and said that there are two options and that the revenues are the same with either option. She reported on the general changes and said that on the revenue side the sewer use charges, permit fees and connection fees are increased by the percentages that Mr. Kolb had reported on. She said that the nitrogen credits will go up this year and that the WPCA will be receiving \$204,000. Mayor Moccia asked if the reserve fund will increase this year. Ms. Burns said when all of the expenses and expenditures are averaged that \$50,000 to \$250,000 will be added to the unrestricted fund balance. Mayor Moccia asked how much revenue the rate increase will generate. Ms. Burns said approximately \$266,000. Mayor Moccia asked what the difference is between the draft A and draft B budgets. Ms. Burns said that option B includes a GIS position and said that staff is proposing to add the position to the WPCA, but since this person would not be solely working for the WPCA and would be helping the city on a very much needed basis that when the city sends the bill to the WPCA for approximately \$300,000, staff would offset that by doing an allocation back to the city of 25% of this person's salary so that there would be no cost to the General Fund for the city, and the net cost to the WPCA will be \$54,000. Mayor Moccia asked if Mr. Hamilton has been made aware of the request. Ms. Burns said that Mr. Kolb had sent him the highlights of the changes but that he has not

yet commented. Ms. Burns asked if anyone had any objections to option B because she would like to present the actual operating budget at next month's meeting. After further discussion there were no objections to option B. Mr. Wilms requested that staff do a bullet point presentation as to what has been done to date with GIS, what the new positions will be doing, and what their responsibility will be. Mr. Oustafine asked that the position be fairly divided between the WPCA and the city.

- c. WWTP Phase I Upgrade- Project Closeout (letter included)  
Mr. Kolb said that the city has received all the payments from the Clean Water Fund for the grant and loan portions. He said that he will be withholding payment of \$40,000 to Gilbane because when the pumps failed the sampler was also lost and OMI is still manually sampling. He said that the new sampler has been ordered by Gilbane and it is expected to arrive on site in the next couple of weeks and once it is installed he will release the funds. He said that he is also holding payment on the grit system until it is running properly. Mr. Clark asked if Gilbane is still onsite. Mr. Kolb said that they are not onsite but are in contact via e-mail and when there are important items they are onsite to oversee.
- d. Sewer Use Bill Appeals/Adjustments Update
  - 1. Appeal Status  
Mr. Kolb said that the adjustments to date are \$64,502.
- e. Information Copies
  - 1. OMI Monthly Operating Report- January 2013 (copy included)  
Mr. Kolb said that there were no performance or permit violations and that nitrogen fell into band "D".
  - 2. Final Draft 2012 Nitrogen Credit (copy included)  
Mr. Kolb said that Norwalk will be receiving \$204,809 in nitrogen credits.
  - 3. Town of Wilton Sewer Bill (copy included)  
Mr. Kolb said that the amount that is due this year is \$386,520. Mr. Wilms asked how long before the payment is received. Mr. Kolb said normally a month or two after the bills go out.
  - 4. 2012 CSO Monitoring Report (copy included)  
Mr. Kolb discussed and said that there were five events where the Wastewater Treatment Plant went onto storm flow.

## **6. ADJOURNMENT**

**\*\* MR. WILMS MOVED TO ADJOURN**

**\*\* MOTION PASSED UNANIMOUSLY**

The meeting adjourned at 6:35PM

Respectfully Submitted,

Dilene Byrd

