

The Regular Meeting of the Water Pollution Control Authority was called to order by Chairman Michael DeAngelis at 7:00 p.m. on Wednesday, March 11, 2009 in Room 305 of Shelton City Hall, 54 Hill Street, Shelton, CT 06484.

The following Commissioners were in attendance to constitute a *quorum*:

Commissioner Steve Morse
Commissioner Anthony Presutto
Commissioner Michael DeAngelis
Commissioner Regis Dognin
Commissioner Richard Jager

Absent were: Commissioner Todd Dowty - excused
Commissioner Bronislaw Piotrowski - excused
Commissioner Edwin Hellauer - excused

Also attending were: Thomas Sym, Sewer Administrator
Ed Comboni - Treatment Plant
Jeffrey Shortell - Treatment Plant
George Pendleton - Maguire Group

1. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

2. PUBLIC PARTICIPATION

It was noted that two college students from Southern majoring in journalism were attending to take notes on a municipal meeting and submit their article to class within forty-five minutes of the meeting as a class project in journalism.

3a. APPROVAL OF MINUTES OF THE REGULAR MEETING OF FEBRUARY 11, 2009

Motion: A motion was made by Commissioner Dognin and seconded by Commissioner Morse to approve the Minutes of the Regular Meeting of February 11, 2009 as submitted. All were in favor. Motion carried.

3b. APPROVAL OF MINUTES OF THE SPECIAL MEETING OF FEBRUARY 24, 2009

Motion: A motion was made by Commissioner Morse and seconded by Commissioner DeAngelis to approve the Minutes of the Special Meeting of February 24, 2009 as submitted. All were in favor with the exception of Commissioners Jager, Presutto and Dognin who abstained, as they were not at the Special Meeting.

Commissioner DeAngelis indicated how disappointed he was that only a few Commissioners showed up. He indicated we tried to schedule it so that everyone could attend and he said he was disappointed. If we are going to have these special meetings, I wish everyone would come or else we will have to stay until 11:00 p.m. at a regular meeting.

ADD-ON

Motion: A motion was made by Commissioner Morse and seconded by Commissioner Presutto to add the following items to the agenda:

5 C Amendment #4 Maguire Group.

All were in favor. Motion carried unanimously.

4. Communications

A. Consent Decree Response from DEP

George Pendleton said the letter from William Hogan from DEP dated February 27, 2009 is the response letter acknowledging and accepting the Consent Decree item, which was the list of sanitary sewer backups and overflows within the last five years. When DEP compared this list to theirs, some of the backups and overflows, which occurred within the past five years, had not been reported to DEP, as they were not on their list. It is a requirement of your discharge permit. Backups and overflows must be reported to DEP and EPA by phone within two (2) hours and a form must be faxed within twenty-four hours.

Mr. Sym said this is my responsibility - this is for collection systems like backups in the basement.

Mr. Pendleton said the tracking log and form goes into the Asset Management Software it is in the permit and consent decree.

Mr. Sym said I am busy in the middle of the night solving the issue and I did not really know I had this responsibility - backups in people's basements. I am not worried about calling DEP and that is the last thing on my mind. It is discharged into someone else's basement - this is not the plant. I have never reported any of them.

George Pendleton said DEP and EPA need to be notified. The majority were Chromium Process. There were only a few others.

Mr. Sym said that now they are pushing it. It probably is ten years old.

B. FOG Program

D. Kathryn Scott, P.E.
Hadlyme Environmental Engineers, LLC
East Haddam, CT

Patricia A. Tripodi
Compliance Consulting, Inc.
North Attleboro, MA

Ms. Kathryn Scott indicated she has assisted DEP in writing the FOG Permit. I worked with them but not for DEP. My Associate, Pat Tripodi is from Compliance Consulting and her primary focus is that she sets up grease programs for municipalities in the US and Europe as well.

Implementing a FOG program is required as part of the general permit that Connecticut has but it is also a part of the CMOM requirement that you have as part of the Consent Order.

Part of that consent order and that they ask for is to identify the causes and contributing factors of sanitary sewer overflows and also preventative maintenance.

Grease is all of those things - a cause and a contributing factor and it causes you to have to do more routine maintenance in the collection system. How the FOG fits in to the

CMOM program is that in the collection system you want to reduce infiltration and keep the grease out of the collection system.

The Grease General Permit that DEP has set up provides grease traps allowed at commercial facilities. It provides the basic technical requirements for grease traps allowed at various restaurants - not residential. It tells you what the maintenance requirements are for that equipment and sizing requirements are for that equipment, where the grease can be disposed of and what the compliance dates are which is July 1, 2011 or any new restaurants they have to be in compliance from the day they start operation.

There are things that the FOG general permit does not provide and that is all of the instruments and authority to do the things you need to do to actually have a program and it does not provide fees, financing program update. These are things you need to address when you update your sewer usage ordinance or have a separate ordinance for grease and we can help you with that with guidance or write it for you or help you write it. It is up to the municipality.

The Sewer Use Ordinance is really the first item.

Pat said our current Ordinance is very vague with the FOG program so you want to put some teeth in there so you can have a properly run program.

This gives you the authority to do the things you need to do.

Jeff Shortell asked what do you do with all the new restaurants on Rt. 8 and they are working and don't have a 1,000 gallon treatment outside and no one is cleaning it how do you get them to do that without digging up the parking lot after the restaurants are built?

Pat said there are options - you don't have to put in a big in-ground trap as a lot of the restaurants do not have the space - we monitor how they do that without inspections - and we monitor the discharge temperature as does the Health Department.

Mr. Sym said they all have grease traps in the restaurants on Rt. 8.

Kathryn said all the sewer use ordinance from 1970's say is there is a requirement to include something about grease and so they all ended up with a clause "maximum grease discharge was 100 ml per liter". It is difficult to get a representative sample of what a facility is discharging as they are doing different activities at different times of the day.

The general permit requires a 1,000-gallon unit outdoors or for indoors there has to be attached to different fixtures/sinks to avoid washout problems.

You will need forms to get facilities registered and decide on the fees to charge and you will have to send someone out to inspect.

How are you going to identify new facilities? The Health department knows the new facilities that are on-line, as they have to issue them a food service license.

Mr. Sym said he has to sign off on the CO from the Building Department so he will know. We have coordination with the building department.

What equipment was installed? Was it correct? A mechanical skimmer is an option. If they don't have the right equipment, the inspector has to tell them what kind - also, is it sized property. Most restaurants that are older facilities - the grease traps are too small and are not electrical and not maintained.

Then you need to follow up in writing that "this is what you need to install" at their expense.

The FOG program can be a self-funding effort. The actual license fee pays for the program and the follow-up is installed and maintained. They must document maintenance and disposal.

There may be a grease hauler that pumps out the 1,000 gallon trap or there may be the inside trap that needs to be emptied once a day.

There are daily and monthly things to do. There is a schedule they have to follow

Inspections need to be made on a routine basis.

Quarterly monitoring inspections are required.

Mr. Sym asked if the inspector has to have plumbing experience?

Pat said "No".

Commissioner Morse asked if the older restaurants know they have to be in compliance in 2011?

Pat said most do not know. This is an education for the restaurants.

The septage hauler can haul the grease away but you cannot mix the grease and septic. It has to go to a specific place.

Commissioner DeAngelis said to Kathryn that we are trying to put this into this year's budget and he would want two proposals from you:

- 1) Full service 100% FOG program where you handle it all and you write the ordinance and prepare a contract and price we would pay.
- 2) Service - you write the ordinance and we implement the contract and price and you train us and we hire the person that you would train. Once a year you would monitor us and how much this would cost.

Pat asked George what is the timeline?

Mr. Sym said go for two years by the permit deadline of 2011.

Mr. Sym said the Consent Decree may end in a year.

George Pendleton asked for clarification as to why Shelton needs to do this - what would happen if they didn't do it?

Kathryn said if Shelton does not implement a FOG program and you have an overflow and DEP comes along, they will fine you or issue a consent decree if you don't have a FOG program.

Commissioner DeAngelis asked how can we cut back on the chemicals that Jeff uses at the Plant as it relates to the FOG program?

Pat asked how about your maintenance costs?

Mr. Sym said we don't have a sewer maintenance program.

Pat said Jeff said McVac vacuums out and it is expensive - that will reduce the costs.

Mr. Sym said a lot of grease is from residential too.

Commissioner Dognin said we would like to find out what the savings may be. Pat can talk to Jeff about the chemicals, etc.

Pat said it can be self-financing by charging fees and reducing the chemicals used.

Commissioner Morse asked if there is software?

Pat's tracking system is called "FogWise" and she can send us a demo. It is for tracking grease and it prints your compliance letters for you.

Commissioner DeAngelis said can you put in the proposal the towns that you have implemented this program in? A full program or half program?

Commissioner Dognin asked if it works in InFoNet?

Pat said in Dublin, Ireland.

Commissioner DeAngelis said April 8th is our next meeting. Pat said she can have a proposal for next month's meeting and staff requirements.

Commissioner DeAngelis said we are trying to see how it fits in our budget.

Mr. Sym said the program needs to be implemented ASAP because we are ready.

Mr. Sym said that at the April 8th meeting we need to pass the budget, which has to be approved by 4/8/09 as the tax bills need to go out in May. The letters are ready to go.

Commissioner Morse said we should send something to the septic people to not put grease down the sink.

Mr. Sym said we are not accepting septic at the plant anyway.

Tape 1 Side B 7:45 p.m.

Kathryn said you may need four staff people for this program.

She said we will have the two proposals by the end of the month.

It was decided to have a Special Meeting on Tuesday, March 31st at 4:30 to review the FOG proposals and Pat and Kathryn will be there and Jeff Shortell should attend also. In Room 104. The clerk will reserve the room and set up the meeting.

They will send it ahead of time for review.

Kathryn will get the chemical costs etc., through George Pendleton. He will be our filter.

D. Superintendent's Report

Jeff Shortell read his report into the Minutes:

Report to WPCA from the Plant Superintendent
Wastewater Treatment Facility (WWTF)
Riverdale Avenue, Shelton, CT

Date: March 11, 2009

The WPCA needs to be kept informed and aware of all facets of the WWTF and is interested in anything out of the ordinary. The Superintendent should be prepared to give details on what is happening, why it occurred, what caused it, how it was resolved, as well as anticipating problems and issues.

OPERATIONS: Suggestion: Comment on personnel levels, overtime, outages, general flow rates, overflows, meeting quality standards, equipment breakdowns, backups, emergency repairs, maintenance issues, special response situations, communications with DEP and/or others, etc.

The February flow average was 2.4 MGD with a monthly high of 2.7 MGD. Motive pump #3 and Blower #1 each had a new contact installed. Both now have 2 contacts for operation. The Septage Pump had a new drive installed and reconfigured. The pump will no longer have to be manually reset after pumping. Overall Plant treatment has been very good with a good final effluent. High influent ammonia levels and extreme cold slowed down the temperature dependent nitrogen process resulting in higher total nitrogen pounds per day.

FINANCIALS: Suggestion: Comment on any bids, equipment and parts purchases, budget concerns, unusual expenses, anticipated plant investments, anticipated budget transfers, etc.

A preliminary budget will be presented.

WWTF UPGRADE: Suggestion: Comment on current work, required work-around, safety issues, security issues, project schedule, project induced delays, traffic, etc.

OTHERS: Suggestion: Comment on any other matters of interest to the WPCA.

Signed: _____
Jeff Shortell – WWTF Superintendent
Superreportwpca

Commissioner Morse said it was 314 pounds for February with an average flow of 2.4, which equals an average 268 pounds per day.

Mr. Shortell said the effluent was very cold this year as it was a tough winter.

The preliminary budget is on the table.

Commissioner DeAngelis said lets set a meeting date to review the budget.

Commissioner Morse suggested doing Jeff's budget first and then the FOG proposals at the same meeting.

It was decided to have two separate meetings.

Commissioner DeAngelis asked George Pendleton if he has a ballpark price of the FOG people?

George Pendleton said not really - the manpower would be high. But, he will try to get a ballpark number.

Commissioner DeAngelis asked how will we recover our money? It has to be self-sustaining.

Mr. Sym said through the yearly permit and the fines we will charge the restaurants if they don't comply. Also, the FOG program will reduce the chemicals.

Mr. Sym said we have to get the program implemented first before we hire another guy.

It was decided that the date for the budget review is scheduled for Wednesday, March 25th at 4:00 p.m. in Room 104. Ed Comboni and Jeff Shortell should attend.

Commissioner Jager said he would not be able to attend this meeting.

Mr. Comboni gave information on the influent pump and seal water operation and there was discussion.

insert here

Commissioner Morse wants to see where the pump stopped and the water stopped.

D. Budget Worksheet

(not available at this time)

5. OLD BUSINESS

A. Ordinance #217 MPG (Sewer Benefit Assessment Regulations)

This item was tabled until next month. Attorney Sous is still reviewing it.

B. Maguire Group Status Report

George Pendleton handed out his status report.

Phase I construction project is ongoing and progress is being made on West Canal Street.

The canal was shut down and is now reopened. They found an 8-inch water main that had a vertical off set that Aquarian water did not know about and found that and had to move that. There was another unknown unmarked pipe that was tested and was abandoned. There were some unmarked electrical conduit for streetlights that were found.

There have been a series of unmarked utilities in that area.

We had meetings with Gherlone last week and are trying to work through some issues. They need a contract extension of 41 days due to the stockpile delays. We are reviewing that as it just came in today.

Manhole work will restart in a couple of weeks.

Open construction on West Canal is in progress.

The contractor is submitting a formal request to SEDC for a 30-day extension for their right to use the area for equipment storage.

SSES of areas 10 and 12 have been completed with revised recommendations and will go to DEP and EPA by the end of this week.

Inflow Removal reports were received from the DEP/EPA and was accepted.

The list of backups review comments were received from the DEP/EPA.

Work continues on the WWTP and WCTS Staffing Assessments.

The Energy Response Plan is being completed and will be submitted for review by the City and DEP/EPA concurrently.

The critical items are the SSES Report that we hope to issue this week and the Emergency Response Plan.

CMOM Self-Assessment Checklist was completed and submitted for City review and is due the end of May.

Items required from City and/or WPCA

- Inflow removal work at 509/515 Howe Avenue
- Four remaining "holes in the ground" when the weather permit
- Finalize and mail the inflow letter to property owners
- Treatment Plant staff needs to notify Maguire at the start of high flow events
- Review of CMOM Self Assessment and provide the necessary information

George said we got a lot accomplished this month.

Mr. Sym said that George mentioned the FOG program - we may hire these FOG people through Maguire Group. They may have some funds put aside for this.

George said you can hire the two girls separately or they can work under our control. I will have to work with them under the Consent Decree. We work with them all the time.

Mr. Sym asked about the funding - is that part of the Consent Decree and goes back into the Sinking Fund to support the initial fees?

Commissioner Morse said that FOG is part of the Consent Decree and that is where the monies should come from. Then it is a yearly budgeted item.

George Pendleton said you will get a large upfront cost for this to implement this and then there will be lesser recurring fees for ongoing maintenance.

Sometimes the grease hauler measures the grease and charges the restaurant and sends the form to us.

George said he wants their man-hour estimate also.

Commissioner Morse said we need consistency of reports.

Commissioner Dognin said we need to take this under our wing ASAP- it is not something we should farm out. We won't learn anything if we farm it out.

Commissioner DeAngelis said he thinks it is effective to farm it out.

Both Mr. Sym and Commissioner Dognin disagree.

Tom's future assistant is to do the FOG work.

George said he revised the NPDES Permit and Ed Comboni got the information for us and the Draft Permit application will be to Tom Sym next week. It is due to DEP in April and it is on schedule.

Commissioner Morse asked when is the Organization Chart is due?

George said we have one.

Commissioner DeAngelis said he has it in his hand - move on!

**C. Amendment #4 Maguire Group
Sanitary Sewer Collection System Improvements and
Huntington Area I/I SSES Program**

Amendment for the design and bidding of the Phase II rehab Project

Mr. Sym said this is for the overall design and bid services associated with Huntington Phase II Construction - for \$17,000 and I would like to recommend we send it to the Board of Aldermen for approval. It is referendum money and is part of the consent decree. I would like to get it on next month's Board of Aldermen agenda.

There is no construction phase money in here - they will have to go back to the Board of Aldermen.

George said it is referendum money reduced drawing efforts.

Motion: A motion was made by Commissioner Dognin and seconded by Commissioner Jager to recommend to the Board of Aldermen to approve Amendment #4 Maguire

Group for overall design and bid services associated with the Huntington Phase 2 Construction in the amount of \$17,000.00 as part of the consent decree and the money comes from the Referendum money. There is no construction in here. All were in favor. Motion carried unanimously.

Tape 2 Side A 8:30 p.m.

George Pendleton said there will be a bill from Gherlone for extra work coming into play for unmarked utilities and we are having trouble negotiating those items. We are paying them for work done in normal scope for contract items - but it is not as much as he thinks. He is getting paid contractor rates.

Gherlone is not providing George some of the paperwork Maguire has requested.

Tom Sym or the WPCA should send a letter to Gherlone requesting they supply documentation. George will have Barry draft a letter for Mike DeAngelis to sign.

6. NEW BUSINESS

A. Bills Rendered

- 1. Louis Gherlone Excavating.....\$ 55,053.62

Motion: A motion was made by Commissioner Dognin seconded by Commissioner Morse to approve payment to Louis Gherlone Excavating in the amount \$55,053.62 dated March 04, 2009 for period to 2/28/09 for Sewer Systems, West Canal/Howe Avenue Project. All were in favor. Motion carried unanimously. Monies to come from the Bond Referendum Account.

- 2. Shelton Police Department.....\$ 6,515.31

Motion: A motion was made by Commissioner Presutto seconded by Commissioner Dognin to approve payment to the Shelton Police Department in the amount \$6,515.31 dated February 25, 2009 for Canal Street Gherlone Project. All were in favor. Motion carried. Monies to come from the Bond Referendum Account.

- 3. Maguire Group Inc.....\$ 22,707.53

Motion: A motion was made by Commissioner Morse seconded by Commissioner Dognin to approve payment to Maguire Group in the amount \$22,707.53 dated March 5, 2009 for services thru February 27, 2009 for I/I and SSES. All were in favor. Motion carried. Monies to come from the Bond Referendum Account.

- 4. Maguire Group Inc.....\$ 2,896.00

Motion: A motion was made by Commissioner Dognin seconded by Commissioner Presutto to approve payment to Maguire Group in the amount \$2,896.00 dated March 05, 2009 for Consent Decree Compliance work. All were in favor with the exception of Commissioner DeAngelis who abstained. Motion carried. Monies to come from the Sinking Fund.

- 5. Maguire Group Inc.....\$ 3,750.00

Motion: A motion was made by Commissioner Dognin seconded by Commissioner Presutto to approve payment to Maguire Group in the amount \$3,750.00 dated March 05, 2009 for NPDES Permit work. All were in favor. Motion carried unanimously. Monies to come from the Sinking Fund.

B. Sewer Administrator's Report

Mr. Sym said the Clerk has submitted to the Administrative Assistant, the grease police job description as requested. Now it is up to the administration to get going on this. We will put this person to use on the FOG program and other duties. I think once the program is up and running, I don't think we need to use the girls that were here tonight. We can do the inspections out of this office.

7. FINANCIAL STATEMENT

There was none.

8. ADJOURNMENT

There being no further business to conduct this evening,

Motion: A motion was made by Commissioner Presutto and seconded by Commissioner Dognin to adjourn. All were in favor. Motion carried unanimously.

The meeting adjourned at 8:47 p.m.

Respectfully submitted,

Linda M. Hooper
Clerk 2 Tapes on file with the City/Town Clerk