

The Regular Meeting of the Water Pollution Control Authority was called to order by Chairman Michael DeAngelis at 7:04 p.m. on Wednesday, July 14, 2010 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 Edwin Hellauer
Commissioner Michael DeAngelis
Commissioner Todd Dowty - arrived at 7:15 p.m.
Commissioner Regis Dognin
Commissioner Bronislaw Piotrowski

Absent were: Commissioner Anthony Presutto - excused

Also attending were: Thomas Sym, Sewer Administrator
Jeff Shortell - WPCP
Ed Comboni - WPCP
Alan Asikainen - Maguire Group
Steve Landry - Maguire Group
Charles Chiu - Maguire Group
Kathryn Scott - Hadlyme Environmental Engineers, LLC
Tiffany Rowin - Hadlyme Environmental Engineers, LLC
Thomas Taylor - Administrative Assistant (arrived at 7:15 p.m.)

1. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

2. PUBLIC PORTION

There was no one from the Public.

3. APPROVAL OF MINUTES OF REGULAR MEETING OF JUNE 09, 2010

Motion: A motion was made by Commissioner Dognin and seconded by Commissioner Hellauer to accept the Minutes as presented. All were in favor with the exception of Commissioner Piotrowski who abstained. Motion carried unanimously.

4. COMMUNICATIONS

A. General Permit - Nitrogen Discharges

Commissioner Morse indicated he feels we should respond to the memo from DEP and he distributed his proposed General Permit for Nitrogen Discharge. This is in response to the State of CT DEP June 28, 2010 memo re re-issuance General Permit for Nitrogen Discharge. Commissioner Morse's proposed memo recommends that the Proposed General Permit be revised to continue the existing YR2009 target limits (121 lbs/day) for three years (YR2010, 2011, 2012) then continue with the Proposed General Permit targets ending in YR 2018. Our response will indicate that we cannot meet their limits. This goes out to 2015 now.

Mr. Asikainen indicated he did not see the memo from DEP and did not attend the Public Hearing.

Commissioner Morse said we have until July 28th to respond.

Alan Asikainen said he thought we were at 118 lbs per day.

Commissioner Morse said “No we are at 121 lbs per day.”

Commissioner DeAngelis said he will put Commissioner Morse’s memo on letterhead and send it out.

They put out a general permit for five years and we cannot meet their limits.

B. EPA/DEP Quarterly Report

Charlie Chiu said we should let Kathryn Scott go first.

5. OLD BUSINESS

B. FOG Program Monthly Report

Kathryn Scott said last month we were working on the SOP’s. In Phase I the only outstanding item is delivery of the documents mainly the application forms.

Ms. Scott asked if you want us to assist with the Public Hearing on Ordinances and fee schedule? As you know, the Board of Aldermen asked us to hold a special public hearing on this.

Commissioner Morse said the Board of Aldermen passes all three Ordinances, then we can have a Public Hearing.

Commissioner DeAngelis feels we should have the public hearing in August while we are “hot” on the topic.

Mr. Sym said the Board of Aldermen won’t pass the three Ordinances until we have a Public Hearing.

Mr. Sym said we have 100 people to mail the Public Hearing notices to. We need the auditorium and make it a separate date - cannot do it before the August meeting - we need to do it on a separate night. We will also need to put the notice in the newspaper. I am sure there will be many questions that will come up - not just the fees.

Mr. Sym continued that the problem is - what are we calling it - a public hearing on what - not just fees but the FOG program policy and fee structure.

We are talking billings in Nov/Dec - even and odd years? Everything has to be legitimate by July 1, 2011 - when do we process the applications?

(Note: 7:15 p.m. Administrative Assistant Thomas Taylor arrived)

Ms. Scott indicated that the inspections start September 2010 so that we know what to advise them to do. Then we start reviewing the applications. They may have some work to do to get them compliant July 2011.

Mr. Sym said are we charging fees prior to the July 2011 deadline?

Commissioner Morse said the \$100 covers two years. Compliant for two years. 30 days prior to the expiration of the original license, we send them a notice they have to apply for a renewal.

Mr. Sym asked why do we have to have them pay prior to July 1, 2011?

Commissioner DeAngelis said it is like applying for a building permit.

Mr. Sym said the fee should cover July to July.

Ms. Scott said they get a grace period. If they pay before - it is still July 2011 to July 2012.

Commissioner Morse said the Ordinance should be available to them before hand.

Ms. Scott said it should be on file with the City/Town clerks office or in Mr. Sym's office.

Alan Asikainen said it would cost too much to mail out as it is thick.

Commissioner DeAngelis said the procedure is to always go to the City/Town clerk's office and that is how we should do it.

It was decided that the Public Hearing has to be a separate meeting from the Regular Meeting.

Commissioner DeAngelis said he is going to do a PowerPoint presentation.

Commissioner Morse said to file the forms with the Town Clerks office also.

Commissioner DeAngelis asked Ms. Scott to write the announcement that goes into the newspaper and give to Tom Sym.

It was decided to hold the Public Hearing August 4th in the auditorium (if it is available - the clerk will reserve the room) at 6:00 p.m.

Ms. Scott said she has another item to discuss. Maguire Group has not paid her at all yet for anything. She asked if the WPCA has paid Maguire Group (and Tom Sym indicated we have).

Ms. Scott said so far she has been working for free since the beginning.

Alan Asikainen and Charley Chiu said they have been calling the parent company and they are on top of it and are trying to get her paid.

Ms. Scott said the parent company (Ametric?) does not return any of her phone calls.

Mr. Asikainen said when we are paid, we pay the subs and Shelton has paid us and we owe you the money. We are pursuing it for you.

Ms. Scott said she appreciates that as Maguire has always been a good client of mine. Maguire owes me \$22,297.

Commissioner Morse said if you need our help, let me know.

Continuation of 4B.....EPA/DEP Quarterly Report

Mr. Chiu said we are getting ready to send in to DEP. I don't have an answer as to when they will approve it. They said they are still looking at it Particularly, CMOM, preventative maintenance plan.

4. C. Newspaper Article

This is an article that was in the Huntington Herald regarding the State requiring new permits for sewer use as it affects restaurants.

Commissioner DeAngelis introduced Tom Taylor to Alan Asikainen.

4. D. I/I Phase 3

Mr. Chiu said we put together a summary as to what we see moving forward.

Shelton Sewer System I/I Phase 3

4-D

Previous Work Done

1. April 1998 Goodkind & O'Dea I/I Analysis & SSES report
 - o 12/29/2008 MGI Inflow Removal Report – follow up on inflow sources identified in Goodkind & O'Dea's report
 - o G:\JOBS\18656.00-ConsentDecree\DOCS\Inflow Removal Report\Inflow Removal Report-FINAL.pdf
 - o 1/20/2009 DEP comment letter on Inflow Removal Report
 - o 2/12/2009 Shelton/MGI response letter to DEP on 1/20/2009 comments
 - o Current Status: one homeowner roof leader remains to be disconnected from sewer system. Other sources eliminated or determined by City as not connected.
2. March 2003 Dewberry-Couldland I/I Analysis & SSES report
 - o 3/13/2009 MGI SSES Report – Huntington and Bridgeport Avenue Areas (areas 10 & 12)
 - o Dewberry report served as basis for scope of MGI's report
 - o G:\JOBS\18297\DOCS\Report\HuntingtonSSES Report.pdf
 - o G:\JOBS\18297\DOCS\Report\Appendices
3. May 2008 Flow Assessment Services LLC Flow Isolation Report
4. June July 2008 CCTV inspection of Sewers by National Water Main Cleaning Company

Items 2, 3, and 4 are part of the basis for Phase 2 Construction

Next Steps (not necessarily in order shown)

1. Review previous I/I analyses and SSES reports to understand extent of sewer system studied
2. Review previous rehabilitation performed to determine extent of repairs
3. After completion of Phase 2 Construction, perform strategic monitoring to determine effectiveness of Phase 1 and 2 repairs
4. Perform desktop study of flows at WPCF (peak flows, I/I)
5. Review Initial Clearing Plan, Preventive Maintenance Plan, and CMOM Corrective Action Plan with City
6. Consult with City on known problem areas not yet studied or rehabilitated
7. Perform select monitoring of remaining sewersheds to develop scope for Phase 3
8. Conduct field investigations developed from step 7.

C:\zipped\MGI items for WPCA 7-14-10\Shelton Sewer System I&I Phase 3.doc

We need to look at the information we have to see what needs to be done.

We need to look at the areas we have not looked at. We have only looked at 4-5 sewer sheds and we have 9 left - there re a total of 14 sewer shed areas.

Commissioner Morse said his main concern is to address the remedies/fixes we have to do for the things we were cited for and demonstrate compliance and no overflows.

If overflows are related to capacity - we have to sit down and come up with a corrective action plan. Let's jump on this now the best we can and resolve it now. I don't want to get into another penalty situation.

Mr. Chiu said we can see when Phase II was completed and see how effective it was.

Alan Asikainen said there are metering points that Goodkind and O'Dea did and there may be areas where they are experiencing high flows and measure them in the spring to see the difference in measurements from one year to the other and see where the bulk of infiltration is coming from and rank the flows and check the high sewer shed areas and smoke test and TV.

Commissioner Morse said then flow measuring is part of the initial plan.

Alan Asikainen said three rain events in a metering period (8-12 weeks).

Alan Asikainen said the next step is to meet with the staff and try to decide where the high flows are.

Commissioner Morse said then step 2 is to put together a proposal.

Mr. Sym said sump pumps.

Alan Asikainen said it is hard to get people to disconnect - especially in city areas. Where do you put the water?

Commissioner DeAngelis asked since we started this - how much did we decrease the inflow by?

Mr. Asikainen said it is hard to see a reduction.

Ed Comboni said we record the Rt. 8 corridor daily.

Mr. Asikainen said there is a good place to do the metering.

Commissioner DeAngelis said we have talked about this.

Mr. Asikainen said we hired summer interns to go from house to house and go in cellars and record each house.

Commissioner Hellauer said who says the people will let you in - many times they are not home and won't let you in.

Alan Asikainen said inflow spike for an hour or two and that is inflow.

Commissioner DeAngelis said he wants statement of work and rough order of magnitude for next spring and how much money to put in our budget for this.

Five (5) year Capital Investment Plan.

Mr. Asikainen said he will send it out next month to see the money commitments to meet the Consent Order.

E. Superintendent's Report

Jeff Shortell went over the highlights of his monthly status report.

He indicated they remove nine (9) loads of sludge a week.

We got 87 pounds a day of effluent total nitrogen which is good - the goal is 121 lbs. So, that went down.

Commissioner DeAngelis said if you keep those blowers going it helps to keep the nitrogen down.

Mr. Asikainen said the tops look good too.

Jeff Shortell said the FOG concentrations on page two are good/low.

We stopped using the grease emulsifier up there on a daily basis so we are not sending it down the line.

Kathryn Scott said she would need to know what is upstream of the pump stations.

Preventive Maintenance:

Jeff said the guy said he would come tonight but I was told the meeting was changed from 7pm to 6 pm and then he could not come that early.

Jeff will try to have the guy come next month.

We tested the meter for hydrogen sulfide and it is 0 - so it is working.

The flange that is broken needs to be fixed. The guy is coming next week.

Commissioner Morse asked about the P.L.C. at Bridgeport pump station.

Jeff said it was not wired correctly and we are working on having it rewired and it works now.

Tape 1 Side B 7:50 p.m.

Commissioner Morse is concerned that Jeff and the guys are not documenting these new configuration changes.

Jeff Shortell said it was not wired to the original specification and you have a new schematic.

Aaron is doing the work. He is our maintenance contractor at the Plant.

Commissioner DeAngelis wants Jeff Shortell to have Aaron to give us a full report on what he has done.

Commissioner Morse wants a schematic on a new software disk. So, next month we will have a report on what he has done and what he will deliver?

Jeff Shortell said absolutely.

Commissioner Morse asked what is the response from the supplier on the pump that died out?

Commissioner DeAngelis asked Jeff Shortell if he wrote them a letter like we asked, that you were putting them on notice? This is the second request of you. We have no documentation without the letter.

Jeff Shortell said he did not write the letter he just spoke to him on the phone.

Commissioner DeAngelis said he needs to be put on notice it a record of documentation.

Ed Comboni said our contractor e-mailed him.

Commissioner DeAngelis said to please send him a letter stating the problem so it is in his court.

Commissioner Morse said to advise him how many other pumps (4-5) are affected.

Jeff Shortell said the parts are from Brazil.

Commissioner Morse said to also ask him his corrective action plan.

Jeff Shortell said the impeller is on the critical spare parts list. I put in a Purchase Order from Flow Serve.

Main pump 3 was taken out of service so the power frame could be rebuilt.

Commissioner Morse asked what is the status of the critical spare parts list so we can purchase some spares now. Have you prioritized the list?

Jeff Shortell said I gave you the list.

Commissioner Morse said no, you gave me an inventory list of parts you have - we need a list of parts we can purchase.

Commissioner Morse continued that you have \$40K to spend on spare parts - are you ready to buy spare parts from that priority list?

Jeff Shortell said I am trying to buy an impeller. We don't need \$40K for spare parts now.

There was discussion.

Commissioner Morse said if we have a failure we don't want an overflow - we need to have the spare parts on hand. You need to buy parts to stay out of the 3 SBR mode.

Cost of Septage

H.I. Stone gave us a quote of \$100 per 1,000 gallons.

The holding tank is 30,000 gallons.

Septage Disposal (5C)

Alan Asikainen said we met at the Treatment Plant and went over the three options:

1. Take septage and put in the thicken sludge holding tank
2. Take septage and pump it to the tank that is called the additional storage, the small one. There was piping there.
3. HI Stone will pump directly out of the septage holding tank. They have a 6,500 gallon tanker truck.

Mr. Asikainen said we decided to go with the option of hauling the septage directly out of the holding tank and no additional piping would be needed. It is the cheapest way for Shelton and it is not adding to the system.

Commissioner DeAngelis asked how do we want to charge?

Mr. Sym indicated that we do not want to make money on this.

Mr. Asikainen said fifteen cents was discussed. The plant staff still has to do the work. You should get upfront payment so that when they come to the plant you know where the septic comes from - you should try to be sure it comes from Shelton.

Mr. Sym said we did it for \$75 before.

The procedure for Jeff is that new tickets will be printed and have to be purchased from the Sewer Administrators office. They register their truck with you. Lori will give them a ticket and we need an SOP for it. The truck gets registered in the Sewer Administrator's office.

Commissioner DeAngelis recommends adopting the dumping policy - which we cannot do until next month when we have our procedure in place. We will put together

something into an SOP based on Mr. Asikainen's outline and we will vote on it next month so it can go into effect.

Mr. Asikainen said you have to go out to bid a contract for a hauler to take it out of the septic tank, haul it and dispose it. We want to go out to bid for two years and specify a 6500 gallon truck with a vacuum. 80,000 is the limit on the road.

Mr. Shortell will work on this and put it out to bid.

Jeff Shortell said that is what we were going to do - we just wanted to run it by you guys.

Jeff Shortell continued with his monthly status report.

Ed Comboni said we had a UI emergency response session and we made money there. This is where the plant could come off line and go on line with the generator.

Commissioner Morse said we had set up a demand response on UI. All the money we get from this goes into the General Fund - not into WPCA per the Mayor.

Ed Comboni said he notifies DEP of any possible problems.

In summary: Jeff Shortell is to:

1. Send a letter to the pump guy
2. Go out to bid for a septage hauler
3. Bring the critical spare parts list here next month.
4. Bring the guy from Superior here next month

F. Budget Worksheet

Commissioner Morse said he ended the year in positive territory on the payroll side.

The employee insurance wacked us.

The heating fuel is under budget and the chemicals are under budget.

Equipment maintenance - you did not spend the money for spares and you did not do it.

Grit removal was under budget.

We ended up \$368,041 in a positive note.

Commissioner Morse gave an "atta boy" to Tom Sym and the Plant for the nitrogen - the limit is 121 lbs a day and our goal is:

2011=116 lbs a day
2012=111 lbs a day
2013=108 lbs a day
2014=106 lbs a day
2015=106 lbs a day

5. NEW BUSINESS

A. Maguire Group Status Report

Charlie Chiu said the Sewer Rehab Phase 2 went out to bid on 6/18/2010 and the opening of the bids is July 22, 2010. This is the lining and manhole rehab on Bridgeport Avenue on systems 10a, b, etc.

We need input from the City as to the status of the Gherlone contract.

Commissioner DeAngelis said attorney Tom Welch does not know what we are going to do.

Steve Landry from Maguire said he spoke to Barry today and he is not sure of the status.

Alan Asikainen said the road has to be paved before 12/1 before the asphalt plant close.

Mr. Chiu said he wants to move \$12,000 from inflow removal construction task and put it in the meetings task and that will take us to March 2011. This is just a re-allocation of dollars.

There was a review of Maguire's budget summary sheet.

\$40K is for InfoNet. Mr. Chiu hopes to combine some meetings and go over the mapping.

We are projecting \$104K to spend on the remaining fee and projecting to go to \$96K.

Commissioner DeAngelis said he likes this report and would like it updated each month.

Commissioner Morse said he will review this.

Charlie Chiu will put together the scope of work with Roy Wood regarding JobCal. Mr. Chiu said he should have the software shortly. We should have your IT guy there as well.

Tape 2 Side A 8:50 p.m.

Alan Asikainen said he has the Maguire Groups Engineering Services Agreement - Evaluation of Septage Disposal Alternatives.

<p>Motion: A motion was made by Commissioner Hellauer and seconded by Commissioner Dowty to approve the Agreement with Maguire Group for the evaluation of septage disposal alternatives for a lump sum amount of \$8,200.00. All were in favor. Motion carried unanimously.</p>

The agreement was then signed.

Alan Asikainen said you might want to consider a small account that we can draw from when you ask us to do small projects. Like a retainer. Or we can continue as we have as long as approvals come along pretty soon.

B. FOG Program Monthly Report

(A continuation from the earlier meeting)

Commissioner DeAngelis said SOP No 11 - how do we notify the FPE's?

Tiffany said send them reminder notices. It is all outlined on the timeline sheet.

SOP No 012 - Training Tiffany said we have indicated two days for training.

Commissioner DeAngelis said getting site plans on the FOG discharge variance application. Are we going to require surveys?

Tiffany said "No."

Mr. Sym said we will know what restaurant has what space and parcel - much of this stuff I know.

Commissioner DeAngelis said in general everything looks good.

Commissioner Morse said to let Katherine make our changes we made here tonight.

Motion: A motion was made by Commissioner Morse and seconded by Commissioner Dognin to approve SOP's 1-14 with our comments/corrections depending on the Board of Aldermen's approval of accepting the Ordinance tonight. All were in favor. Motion carried unanimously.

Katherine will give us a manual and electronic disk on an Excel spreadsheet. She will draft the Public Hearing notice as well.

Public Education - best management poster. We wanted an SOP. There was discussion.

Commissioner DeAngelis showed an ad he has with a grease can and plastic bag that we could pay for - heat resistant plastic bag. This is a good reminder for the homeowners.

6. NEW BUSINESS

A. Bills Rendered

- 1. MAGUIRE GROUP.....\$2,411.85

Motion: A motion was made by Commissioner Hellauer and seconded by Commissioner Dowty to authorize payment to Maguire Group for \$2,411.85 invoice dated June 30, 2010 for Hadlyme Engineers. All were in favor. Motion carried unanimously. Monies to come from the Consent Decree.

- 2. MAGUIRE GROUP.....\$5,970.02

Motion: A motion was made by Commissioner Hellauer and seconded by Commissioner Dowty to authorize payment to Maguire Group for \$5,970.02 invoice dated June 30, 2010 for Professional Services, Status Reports and Meetings, Surcharge Assessment, etc. . All were in favor. Motion carried unanimously. Monies to come from the Consent Decree.

B. Sewer Administrator's Report

Mr. Sym said as you know we got the TV camera and van and it works very well. We televised a few lines.

Mr. Sym said he wants to clean out the Canal Street interceptor line. He will want to go out to bid for this.

8. ADJOURNMENT

There being no further business to conduct this evening,

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

The meeting adjourned at 9:02 p.m.

Respectfully submitted,

Linda M. Hooper
Clerk

2 Tapes on file with the City/Town Clerk

