



**3. Acceptance of Minutes**

- b. Follow up Discussion Correspondence referred to Dave Elder, Zoning Enforcement Officer, for Mrs. Khara Dodds, Director of Planning Economic Development regarding P&Z Subdivision Regulations - WPCA Sewers and Pump Stations & Expansion of Sewers as relates to Planning & Economic Development

Chair Andrews provided a summary of the written request to the Director of Planning & Zoning which dates back to 2008 in which the WPCA expressed concerns with regard to Zoning and Subdivision Regulations as relates to sewers. The letter was initiated by a proposed subdivision where a sanitary sewer extension and the installation of a pump station were involved. Discussion ensued with Chair Andrews itemizing some of the concerns outlined in the letter:

- 1) Compliance with State of Connecticut OPM Conversation and Development Map for Plymouth sewer shed.
- 2) The need for a feasibility study to include an engineering evaluation assessing the adequacy of the collection and treatment facilities to convey and treat the expected sewage load derived from the new connections. Although hydraulic, solids and biological loading capacity is presently adequate for the additional discharge to the plant, nitrogen and metal loadings are restricting factors. This evaluation would also include all zoning applications beyond a single family residential home. This feasibility study to be paid by the applicant with verification by the Town.
- 3) Careful evaluation of any new sanitary connections and discourage any addition pump stations in Town. Long-term operation and maintenance costs of a pump station for a small local area or development unless privately owned and operated present a significant long-term financial liability to the Town and WPCA budgets.

Mr. Dave Elder, Zoning Enforcement Officer, who was in attendance representing the Land Use Department, provided a letter to the WPCA members outlining the procedures which could be instituted through subdivision and zoning regulations. Mr. Elder provided a detailed synopsis of the requirements for subdivision regulations as well as zoning regulations and the procedure to amend them. He cautioned the WPCA to be specific when developing standards particularly with terminology and vocabulary in the subdivision regulations. Lengthy discussion ensued. Mr. Elder stated he would be willing to work with the WPCA in developing the details of the amendments. Chair Andrews thanked Mr. Elder for attending the meeting and providing the information and will contact with him in the future to begin this process.

**4. Bills and Communications**

- a. State of CT, DEP, memo from Dennis J. Greci, P.E., Supervising Sanitary Engineer, Municipal Facilities Section, CT DEP, regarding Draft FY10 and FY11 Priority List for the CWF availability for review and comment; Notice of Public Hearing  
Chair Andrews noted Plymouth's is still listed on the CWF list so the denitrification project has been upheld, which is positive. Brief discussion ensued regarding the public hearing. No further action.

**5. Public Comment for Non-Agenda items (Comments on agenda items will be heard as the item is presented)**

No one from the public was in attendance.

**6. Report of Officers and Committees****a. Report of the Plant Superintendent**

Mr. Vigeant reported Allegash Valve diagnosed the problem with the checktronic valve at station #2 as a shaft failure. Allegash contacted Golden Anderson, the manufacturer of the valve, and discovered that although this actuator model was sized correctly, it has had failures. Golden Anderson recommended installing a larger shaft size. Discussion ensued with Plant Superintendent stating this is the solution he is pursuing to correct the problem. Lengthy discussion ensued regarding details of adjustments required in the PLC with this installation of the new shaft.

Mr. Vigeant had Traver Electric evaluate the electrical system at Station #5 regarding the unbalanced current and CL&P's recommendation to replace the starter. Lengthy discussion ensued. Mr. Vigeant has a meeting scheduled with CL&P and the Director of Public Works next Wednesday to see if they propose any other options in correcting the problem.

Brief discussion regarding staffing at the plant was held.

**b. Report of the Secretary**

No report.

**c. Comments from the Director of Public Works**

No report in the excused absence of Mr. Lorenzetti.

**d. Comments from the Council Liaison**

No report in the excused absence of Mr. Sekorski.

**e. Energy Issues**

No discussion held.

**7. Old Business****a. Discussion and on the Voting Appropriation of \$95,000 - \$75,000 of Supplemental Environmental Project Grant money and \$20,000 from Undesignated Fund Balance for Blower Replacement**

Chair Andrews reported he requested Mr. Alan Asikainen from Maguire Group to prepare a document to send to Mr. Kevin Barrett, the contact person at DEP who is handling Plymouth's request to earmark the SEP grant money to purchase two (2) turbo blowers. Lengthy discussion ensued regarding the WPCA intention to buy the blowers and install them as soon as possible to harvest the energy savings and not wait for Clean Water Funds for the denitrification project to become available. Lengthy discussion and questions ensued regarding the Draft Plymouth SEP Funds Blower Replacement document. Chair Andrews noted Mr. Barrett is preparing documentation for the purchase of two (2) blowers at a price of \$95,000 with SEP grant money in the amount of \$75,000. Documentation needs to be provided to DEP for the additional funding source of \$20,000. The recommendation from David Bertnagel, Plymouth Comptroller, was to appropriate the full \$95,000 recognizing \$75,000 would come from SEP grant money and \$20,000 from the WPCA undesignated fund balance. Discussion continued.

Upon a motion made by Mr. Santos and seconded by Mr. Gray, it was: VOTED: To allocate \$95,000 to purchase two (2) turbo blowers with the stipulation that \$75,000 would be allocated to the Plymouth WPCA from State of CT SEP grant money and the balance of \$20,000 would be allocated from the Plymouth WPCA Undesignated Fund Balance. Roll call vote was taken and the motion passed unanimously.

**7. Old Business - continued**

- b. Follow up Discussion and Voting on the Denitrification Engineering Services agreement Town of Plymouth, WPCA and Maguire Group, Inc., for Denitrification Upgrade at the Wastewater Treatment Plant

Chair Andrews reported action was taken at the April meeting and the changes in the agreement were forwarded to Maguire Group and Alan Asikainen is in the process of preparing an amended document for execution.

- c. Discussion Status New Headworks/Garage Building Project  
Mr. Vigeant reported Mastrobattisto, Inc. submitted the design drawings to Maguire Group; however, they were rejected with comments.

- d. Follow up Discussion Policy regarding Sewer Connection Permit & Fee  
Mr. Deutsch distributed the revised Sewer Connection Permit & Fee policy based on changes made at the last WPCA meeting. Discussion ensued. Mr. Deutsch noted that a rate for the reconnection permit still needs to be established and further discussion would be held under agenda item 8.c. Discussion and Voting on the Draft WPCA Operating Budget 2010/2011. Brief discussion ensued. Noted was the Reconnection permit will apply when the "length of the lateral increase or decrease". Lengthy discussion ensued regarding various circumstances of an increase or decrease for a reconnection. Chair Andrews noted a lot of work was done on this document and he was pleased with the result.

Upon a motion made by Mr. Gray and seconded by Mr. Galvin, it was: VOTED: To Accept the Town of Plymouth, WPCA, Sewer Connection Policy as revised. Roll call vote was taken and the motion passed unanimously.

- e. Follow up Discussion Sewer Standards  
Chair Andrews stated the sewer standards are still in process.
- f. Follow up Discussion Correspondence referred to Dave Elder, Zoning Enforcement Officer, for Mrs. Khara Dodds, Director of Planning Economic Development regarding P&Z Subdivision Regulations - WPCA Sewers and Pump Stations & Expansion of Sewers as relates to Planning & Economic Development  
Previous discussion held under agenda item 3.b.

**8. New Business**

- a. Discussion and Voting Application and Certificate for Payment #1 from Mastrobattisto, Inc., for the New Headworks/Garage Building in the amount of \$12,350.00  
Brief discussion held. Chair Andrews noted Maguire Group has reviewed the application, verified payment and signed the certificate.  
Upon a motion made by Mr. Galvin and seconded by Mr. Santos, it was: VOTED: To approve the Certificate of Payment #1 from Mastrobattisto, Inc., for the New Headworks/Garage Building in the amount of \$12,350 for work performed 4/1/10 to 4/30/10. Roll call vote was taken and the motion passed unanimously.
- b. Rate book Report and Cash Report (Tax Collector) 5/10  
Presented for information. Brief discussion was held regarding the difference in the amount billed versus the amount still outstanding.

**8. New Business - continued****c. Discussion and Voting Draft WPCA Operating Budget 2010/2011- Comptroller David Bertnagel**

Discussion ensued regarding draft numbers presented for the 2010/2011 WPCA Operating Budget. Plant Superintendent noted the WPCA Staff met with Comptroller David Bertnagel and went through each line item. Questions were raised regarding the sludge number. Plant Superintendent explained felt comfortable using the same number due to the newly signed contract with NET, LLC which would reflect a savings. Collection system rehab line item was also discussed due to projects planned by the Public Works Department. Plant Superintendent explained this line item is basically for the pump stations and resetting of some manholes. Lengthy discussion and questions were raised with a line by line explanation by the Plant Superintendent and WPCA Staff Secretary. Letter was received from Comptroller Bertnagel recommending maintaining the sewer use fee at \$230.00 and adjusting the collection rate to 93.0% due to aggressive collection efforts by the Tax Collector's Office. He also recommended establishing a sinking fund for future replacements of infrastructure of \$5.00 per unit for the 2010/2011 budget, which would generate \$19,700 in income and expenditures. Lengthy discussion ensued regarding reasons for establishing an additional sinking fund. Discussion also held regarding projects covered in the Capital Non-Recurring Projects line item. Consensus of the WPCA was to name the new sinking fund a "long term infrastructure fee".

Discussion continued regarding the connection fees, the number of connections and amount of revenues collected over the last several years. Lengthy discussion also ensued regarding setting a reconnection fee.

Upon a motion made by Mr. Gray and seconded by Mr. Santos, it was: VOTED: To recommend the proposed WPCA 2010/2011 Operating Budget in the amount of \$1,186,445 to be forwarded to the Plymouth Board of Finance for a courtesy review. Discussion continued. Mr. Santos rescinded his second to the motion and Mr. Gray retracted the original motion.

Upon a motion made by Mr. Gray and seconded by Mr. Santos, it was: VOTED: To recommend the 2010/2011 WPCA Draft Budget in the amount of \$1,186,445 to be forwarded to the Plymouth Board of Finance for a courtesy review and unbinding recommendation. Roll call vote was taken and the motion passed unanimously.

The 2010/2011 WPCA Proposed Budget includes the following:

- 1) A 0% increase in Sewer Use Fee to remain at \$230.00 per unit effective with October 1, 2010 billing.
- 2) Establishment of a Long Term Infrastructure Fee of five dollars (\$5.00) per unit for long term infrastructure replacements effective with the October 1, 2010 billing.
- 3) Establishment of a Sewer Reconnection Fee of one thousand (\$1,000) for those individuals who increase or decrease the length of the sewer lateral during the reconnection phase to the sewer system. Reconnection due to sewer line failure is subject to permit fee only.
- 4) An increase in the Sewer Connection Fee of four hundred dollars (\$400.00) to \$2500.00 per connection effective July 1, 2010.
- 5) An increase the Permit Fee of fifty dollars (\$50.00) to \$100.00 per permit to connect or disconnect from the sewer system.

**8. New Business - continued**

- c. Discussion and Voting Draft WPCA Operating Budget 2010/2011- Comptroller David Bertnagel - continued  
Chair Andrews noted the public hearing for the 2010/2011 Town of Plymouth WPCA Operating Budget is scheduled for June 21, 2010 at 7:00 p.m. in the Training Room at meeting to immediately follow.
- d. Discussion Draft Letter to Food Establishments in the Town of Plymouth regarding FOG (Fats, Oil and grease) program, and Pretreatment Ordinance  
Brief discussion ensued – package was well prepared. Draft letter was included for information. Letter to be sent to area food establishments regarding compliance.
- e. Discussion Draft Water Pollution Control Plan with regard to Sewer Service Area Map  
Presented for review – follow up discussion at future meetings.

**9. Other Business**

No other business presented for discussion.

**10. Adjournment**

Upon a motion made by Mr. Santos and seconded by Mr. Deutsch, it was: VOTED:  
To adjourn at 10:32 p.m. Roll call vote was taken and the motion passed unanimously.

Respectfully submitted,

Patricia A. Maslak  
WPCA Recording Secretary

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