

**WATER POLLUTION CONTROL AUTHORITY
REGULAR MEETING MINUTES OF JUNE 15, 2010**

Members Present: John Konrad, Chair
Todd Rolland, Vice Chair
Jim Williams, Secretary
Bob Maynard
Michael Longenbaker, alternate

Members Absent: Bruce Allen

Others Present: Jennifer Usher, PE, Town Engineer & Public Works Administrator
Jason Hofmann, Water Planet
Kurt Mailman, PE, Fuss & O'Neill
Linda Farmer, AICP, Director of Planning & Community Development
Town Manager, Town Staff, Town Council and PZC Members, Public
Robert Miller, Director of Health, Eastern Highlands Health District
Applicants and their representatives

1. **Call to Order.** John Konrad, Chair, called the meeting to order at 7:03p.m. in Council Chambers. He seated Michael Longenbaker for Bruce Allen. Items on the agenda were taken out of order and are listed below in the order in which they were addressed.
2. **Public Comment:** None.
3. Monthly Report from Water Planet. Jason Hofmann distributed a handout with prices he received from United Concrete. This included a price for two check valves for the Post Road pump station and a price to update the PLC at the Post Road pump station to do new wiring to make the system run independently from the PLC.

Jason Hofmann said he had three call outs to the Post Road station in the past two weeks, and they had a situation where they came close to flooding the street again. The pumps did not reset again and the quote to update the PLC should eliminate this problem. He explained that the \$4,750 price is only for the Post Road station. They need to do the same work at the Gateway station, so the cost is doubled. Jason Hofmann said they also need to replace the Carbtrol canisters, an air scrubbing system, at both stations for odor control at a cost of \$1,500 each. He explained that after about a year, the canisters absorb too much water and stop absorbing odors. He said odors are detectable at the Gateway station right now. He said he will have the quote for the high school from ABS pumps at the next meeting. John Konrad asked if he was still leaning toward the Tsurumi pumps. Jason Hofmann said he was, and Kurt Mailman said it would be prudent to try them based on their price and the positive recommendations they have received.

Jim Williams/Todd Rolland motion to authorize the spending \$13,080 for the purchase and installation of check valves and to do float back up modifications at the Post Road and Gateway pump stations. The motion was unanimously approved.

Jim Williams/Todd Rolland motion to authorize the spending of \$3,000 for Carbtrol canisters at the Gateway and Post Road stations. The motion was unanimously approved.

Jim Williams asked if there have been any problems at the high school since they were pumped out. Jason Hofmann said they have not. Jennifer Usher said she got one complaint of an odor problem at the top of Old Post Road last week and she contacted Jason Hofmann. He said during the fall and winter they tend to turn down the amount of Bioxide, the oxidizing agent they use, and so he went out and increased the chemical feed. He said they are presently pumping from 6AM to 6PM in 15 minute on and off intervals.

Jim Williams also asked if the replacement of the Carbtrol air scrubbers are on a schedule, suggesting this might be listed as a reoccurring expense in the budget. Jason Hofmann said they change them out once a year and he thinks this replacement is listed under the chemical budget.

4. Discuss and take action on request from owners of Belvedere Ridge on Old Post Road to remove the Age Restriction condition of sewer service approval. Mark Peterson of Gardner and Peterson was present with Tom Grittell of Belvedere Ridge. Mark Peterson said their proposal would not make any change to the present road patterns already established at Belvedere Ridge. He said the sewer is in the ground already and they are not asking for any change to the previously approved 9,000 gpd sewer use allocation. Their only request is to lift the age restriction.

John Konrad referred to the package of WPCA minutes they received from when that decision was made. Linda Farmer said when the development was approved in 2003, the age restriction was generated by the Town Council who at that time was also acting as the WPCA. Todd Rolland said that he feels as a body the WPCA needs to only be concerned with the flow numbers and that the age-restriction issue is for another land use body to determine. Linda Farmer said the PZC will be looking at this as they have a pending application to remove the age restriction. She said if they were to consider doing so, they would need to hold a Public Hearing on the matter. However, the PZC felt that because the WPCA set that restriction originally, that the applicant should start here first.

Jennifer Usher said she is doing research on flow numbers with other WPCAs in the area and she is working on coming up with design flows for the applicant. John Konrad asked if at the end of the day, these homes will be on metered water. Jennifer Usher said they would. She added that if the PZC lifts the age restriction, the WPCA will still have an opportunity to review the flow and make a decision about sewer allotments. She said the anticipated actual flow was for 6,500 gpd and that she suspects that even adding in a factor for safety, they should still fall within the 9,000 gpd limitation. Linda Farmer said that the minutes do not say that the applicant is allowed "x" gallons a day, but she feels they are getting a good handle on what the development would require.

Jim Williams/Todd Rolland motion to lift the age restriction on the Belvedere Ridge property. The motion was unanimously approved.

5. Review and take action on Developers Agreement with Steve Tompkins regarding sewer extension off of Old Post Road. Linda Farmer distributed a new Agreement, which is a minor change (Item h) from what was included in Board members' packets. She said this has been

thoroughly reviewed by the town attorney, the Town Manager, and Town Engineer. They are looking for the WPCA to approve the form so the Agreement can be executed.

Bob Maynard/Michael Longenbaker motion to accept the Developer's Agreement document as a template for the Agreement and to authorize John Konrad to enter into the agreement as a representative of the WPCA. The motion was unanimously approved.

6. Set Public Hearing date to establish benefit assessment for 407 Merrow Road. Linda Farmer explained that sewer assessments were approved in a Public Hearing in 2007 and put on the land records. The only property that has not yet received an assessment is 407 Merrow Road on the corner of Route 195 and Anthony Road. The assessment has been calculated at \$13,185.74 and they need to set a Public Hearing for July 20, 2010 for that assessment. Linda Farmer said she would take care of the required newspaper notifications and also notifying the property owner by certified mail.

Todd Rolland/Bob Maynard motion to set a Public Hearing date for establishing the benefit assessment for 407 Merrow Road for July 20, 2010. Motion was unanimously approved.

7. Phase II Sewer Facilities Plan – Workshop with Town Council, PZC and Eastern Highlands Health District. John Konrad said this presentation is meant to foster discussion about the Phase II portion of the Plan. He provided a Powerpoint presentation. After the presentation, the discussion was opened to comments.

Town Council member Jack Flynn asked what the next steps are. John Konrad said the WPCA will need to make some decisions, and that the DEP is aware of where they are in the process as they have been staying informed through our meeting minutes.

Linda Farmer said that instituting a pump out ordinance was mentioned in the Plan of Conservation and Development as a good tool for protecting natural resources. John Konrad said they would like to construct an ordinance that does not overly tax their financial and manpower resources. Town Council Chair Fred Daniels asked how a pump out ordinance is administered. Rob Miller, EHHD Health Director, said that the Chatham Health District has a districtwide program that is only about two years old. The burden is mostly on the pumpers/haulers to get permits and complete the appropriate forms once they have pumped out a septic. They are then required to send the forms on to the Health District. He said some administer it through their Health Districts, while others do this through the WPCA. It is ultimately the responsibility of the homeowner to get the pump out done.

Fred Daniels said he would like to see a simple system implemented where the homeowner is required to show proof of having their tank pumped, or be fined. Rob Miller said this still results in an enforcement issue. Linda Farmer said there are about 5,500 units that would be subject to the ordinance in town. She said she feels it is a proactive way to monitor the health of local septic systems. The administrative costs involve tracking compliance, fee collection, and enforcement.

PZC Vice Chair Marilee Beebe-Kostrun asked what would happen if someone refused to comply. Rob Miller said it could result in a civil action. Kurt Mailman said typically a town would first levy fines, and if that didn't work, they could then move to a civil action. Linda

Farmer said fees could be put into a fund to help pay for those who have financial difficulties paying for a pump out. She said education is a first important step.

PZC Commissioner Sue Errickson asked if they could tie pump out requirements into real estate transfers and if they could hold up building permits if someone was delinquent in getting their pump out done. Jim Williams said these types of things were discussed in their previous meetings. He said the first prong is education, then finding ways to put some teeth into the ordinance, and then septic inspections act as a third prong. John Konrad agreed that they are looking at an ordinance as a goal.

Jason Hofmann said he is the WPCA Chair for his hometown of Lebanon. He said they are looking at such an ordinance because the court ordered that they sewer around the lake. He said this is understandably not being well received by those residents who do not live around the lake. He said he was surprised at how many people objected to paying a permit fee. He said implementing an ordinance can get costly, but when you compare it against sewerage costs, it is worthwhile.

There was a discussion about the role the Connecticut Water Company plays in doing walkovers in the Shenipsit Lake area. They report any findings and concerns to the EHHD. Sue Errickson asked if they could piggyback an ordinance program on the system that they are getting from CRCOG to track building permits. Linda Farmer said they could add modules for a variety of tasks. She said enforcement is where the manpower issue will be most challenging.

PZC Chair Michael Cardin said he had his septic pumped for the first time last year and so he knows the septic company gives the homeowner a receipt. He said when they take their loads away, they also have to show where they are hauling it from. He said they might want to see if any of these pumper/haulers have tracking systems in place at their companies. John Konrad said they looked into getting pumper/haulers input and have learned that traditionally, they are not always receptive. It will be important to get them on board with any ordinance they craft. Michael Cardin said he expects this might uncover some new headaches along the way as not everyone knows where their septic tanks are located. On a separate note, he asked that the WPCA keep them in the loop about what they provide as allotments for sewer use especially as the Tolland Village Area development moves forward. John Konrad said Tolland contracts with Vernon for 400K gpd and they only use about 50K to 60K gpd, so they are confident right now that they are not in any danger of going over their allotment. Kurt Mailman said they can always renegotiate, but that they should be careful about any consideration to do so.

Marilee Beebe-Kostrun said that regarding the manpower issue, she suggested they might want to look into getting an intern from UConn or another university to help with administration of the ordinance. She said the intern Linda Farmer had recently had been quite helpful. She said this could be beneficial to the Town while providing a great opportunity to a student looking for credit.

8. **Public Hearing:** Route 195 Sewer Project. John Konrad read the public notice into the record. Kurt Mailman of Fuss & O'Neill provided a synopsis of the project. This project is part of the Phase I Facilities Plan recommendations. It consists of about 5,000 feet of sewer line along Route 195 from Rhodes Road to Anthony Road. He said it was bid out in April

and bids came back in May. This extension would allow for Anthony Road to have a future conduit for sewer extension. Kurt Mailman said this was originally designed with a Developer's Agreement but that fell through. Hubbell Construction was the low bidder on the project coming in with a bid of about \$1.072 million. He said they are presently working in a favorable bidding climate.

Asked about the time frame for the project, Kurt Mailman said the original intent was to have substantial completion by September, before UConn's fall semester starts. He said paving will lag somewhat behind, but the general idea is to fast track the project to minimize traffic issues that would occur when students go back to school. He said there will be no detours, rather there will be alternating one-way traffic with extended working hours. When work shuts down each day, both lanes will be reopened to traffic.

Roger Lenthocha of 504 Old Post Road said he has a problem with odors from the sewer line that runs by his home and expressed concern that adding additional sewers will result in more complaints about odors. He said right now the town deals with the odor problem by adding more chemicals, but there is a cost factor involved here and the people at the Vernon plant frown on adding chemicals. He asked if the town can look into installing manhole covers with seals to address odors. Kurt Mailman said sealing off manholes is a good option, but that you would have to excavate down to the manhole cone section. He said they do have locking or bolted and gasketed covers, but gaskets run the risk of getting into the pipes and plugging them. He said manholes need to ultimately vent. Jennifer Usher suggested this might be a good item to add to their next agenda and asked Roger Lentocho to give her a call at her office to provide some history of the problem.

Town Council Chair Fred Daniels asked if the sewer line will be gravity fed all the way, and asked if odors are more common with gravity fed lines. Kurt Mailman said odors more commonly occur at the discharge of a pressure system.

Todd Hollenback of 76 Anthony Road asked if there is an expected start date for the project. Jennifer Usher said they would expect to start the project immediately after it is approved. PZC Commissioner Ben Stanford asked what the funding source is for the project. John Konrad said it is being funded by a STEAP grant, by assessments, and by some reserve funding the WPCA has authority over.

Jim Williams/Todd Rolland motion to close the Public Hearing. Motion was unanimously approved.

9. **Action on Public Hearing:** Take action on Resolution authorizing the Route 195 Sewer Project.

Jim Williams/Todd Rolland motion to authorize the construction of certain sewerage system improvements, including, without limitation, the provision of approximately 5,000 linear feet of gravity sanitary sewer, a connection to the existing sanitary sewer manhole at the intersection of Mellow Road (Route 195) and Goose Lane, sanitary sewer service connections and stubs to properties on each side of Route 195, and mill and overlay of Route 195 and miscellaneous pavement restoration related thereto (the "Project"), which was published in a paper having general circulation within the Town of Tolland at least ten days prior to the public hearing. Motion was unanimously approved.

Roger Lentocha of 504 Old Post Road said he has a few more questions. He has some concerns about the charges he is receiving for yearly water consumption, and feels the estimated 13,006 gallons per quarter is excessive for a two-person household. He said the bill is nearly \$500 a year and he would like to have a meter installed to measure his actual usage. His goal is to cut his costs. Roger Lentocha said he would like to find out who would be responsible for reading the meter, what would be the cost to have it installed, and would he need a permit to have it installed. Kurt Mailman said some communities have entertained installing meters for equity issues, but he has no ballpark costs of what a meter would cost to purchase and have installed. Additionally, if the WPCA decided to go this route, they would be responsible for the administration of reading the meter and handling billing.

Linda Farmer referred to Section 164-24 of the sewer regulations. She said in their municipal agreement with Vernon that they are required to charge him for the 13,006 gallons per quarter. Jennifer Usher said that according to their ordinance, that option is not available for people who are not on metered public water. She said if they were to provide this option, they would first have to change the ordinance. Rob Miller said if Roger Lentocha is really interested in learning the actual water usage of his household, he might want to put a meter on his well which he expects would run around \$500. Todd Rolland said that even if they changed their ordinance, they still would need to review their agreement with Vernon. Linda Farmer explained that Vernon charges Tolland as if it were one user. She said Tolland's costs are going to be more because they have to add the cost of managing their infrastructure to the Vernon amount. Kurt Mailman said the DEP regularly does rate surveys for communities with sewer systems, which provides a snapshot of various communities. He said Vernon residents' bills are lower because they have a long-established infrastructure that was bonded for and paid off years ago, while Tolland has a relatively young system with fewer users. This raises the cost per property.

10. Discuss with Rob Miller, EHHD Director of Health, regarding new DEP General Permit requirements for FOG (fats, oils, and grease). Rob Miller said there are not many food service establishments in Tolland that are connected to the community sewer system, but these establishments must be in compliance with the new permit by July 1, 2011. He said the WPCA will need to pass an ordinance mandating that Class 3 and 4 establishments comply with the permit. They will also need to do this fairly quickly and to notify the affected food service establishments so that they will have enough time to hire a plumbing contractor to install grease interception systems if they need them. If the EHHD found any problems with these systems, they would report them to the local WPCA. Rob Miller said the EHHD is willing to work to design a program for compliance. He said he can provide the WPCA with a list of all Class 3 and 4 food service establishments that would be required to comply with the permit. They can also provide a copy of the general permit and the guidance document. Kurt Mailman said he can provide some sample ordinances. John Konrad said they will need to create a plan of action for compliance to be put on the next agenda. Jennifer Usher suggested they may need to set up a future special meeting to discuss this issue separately.
11. Elect Secretary (per Town Charter). Jim Williams volunteered to take on this position. Mike Longenbaker/Todd Rolland motion to elect Jim Williams for the position of WPCA Secretary. Motion was unanimously approved.

12. Discuss Budget and Capital Budget process. Jennifer Usher suggested they need to report their capital budget projects to the Town Council. She said she is in the process of trying to get budgets from other WPCA's and Water Commissions to see how their process works. She suggested they also get a volunteer for a point of contact for the finances of the WPCA. She said because this is a fairly new Commission, she talked to Steve Werbner about members getting an education on their responsibilities and the process for how the WPCA should operate. She explained that because this Board is not advisory and runs a public utility, their obligations are different than other boards and commissions.

John Konrad said the reserve fund may play an important role in their financials as he feels some items might be able to be paid for out of that instead of their maintenance budget. He said this could impact their rate structure. An important question is whether the monies in this fund are refreshed. Another question would be how they should determine which fund costs should be drawn from. Linda Farmer said the fund came from the Business Park so with only three lots still vacant there (Lots 2, 9 and 10), the fund will eventually come to an end. Jason Hofmann said that with the Lebanon WPCA, one of their members volunteers on the Board of Finance so they stay informed of financials in this way.

Linda Farmer had copies of the sewer regulations and sewer State statutes and said she will get copies of both documents for any members of the Board who want them.

Bob Maynard volunteered to take on the role as point of contact for the financial aspect. There was discussion about getting financials in a spreadsheet from Laura Schwabe in the Finance Department, and Linda Farmer said she will get this information for all members.

13. Approval of Minutes – Approve minutes of May 18, 2010 Regular Meeting. Jim Williams/Todd Rolland motion to approve the May 18, 2010 regular meeting minutes. Motion was unanimously approved.
14. Topics for Next Agenda. This will include the Public Hearing for the benefit assessment for 407 Merrow Road, discussion on compliance with the new DEP General Permit for FOG, and other items, and a discussion about odor management and possibly a change to a sealed manhole cover at the top of Old Post Road.
15. Adjournment. Jim Williams/Mike Longenbaker motion to adjourn the meeting and pay the clerk at 9:50p.m. Motion was unanimously approved.

Respectfully submitted,

Annie Gentile
Clerk