

**TOWN OF TOLLAND, CONNECTICUT
WATER POLLUTION CONTROL AUTHORITY
REGULAR MEETING MINUTES OF NOVEMBER 15, 2011**

Members Present: Todd Rolland, Chair
Jim Williams
Matthew Rood
Perne Maynard, Alternate

Members Absent: Bruce Allen

Others Present: Linda Farmer, Director of Planning & Community Development
Kurt Mailman, Fuss & O'Neill
Richard Lee

1. Call to Order: Todd Rolland, Chair called the meeting to order at 6:05p.m. in Council Chambers. He seated Perne Maynard for Bruce Allen.
2. Public Comment: Richard Lee updated the WPCA on the status of his proposal to build approximately 42 condominiums at 95 Hartford Turnpike. He reminded the Board that he previously had an informal discussion with them back in October, 2010 and the Board was receptive to the idea. On Monday he presented a proposal to the PZC requesting a zone change in the Neighborhood Commercial Zone (NCZ) in which his property falls to allow multi-family development as a use in the zone. However, there are three NCZ zones in town and if the proposed changes he was asking for were made, they would have to apply to all three NCZ zones in town. He said Linda Farmer could explain this in better detail, but after the discussion with the PZC, he decided it would be prudent to withdraw his application for now. He said he is still interested in doing the project but needs to wait until the PZC addresses potential modifications to the regulations in the NCZ zone and also, in part, for the economy to improve.

Linda Farmer explained that the PZC determined that while multi-family might make a good fit in one NCZ, it might not be appropriate in all of the NCZ zones, particularly the proposed Technology and Office Zone and they decided to look into modifying the current NCZ zone into four separate types of NCZ zones. She noted that Richard Lee is also in favor of extending the sewer line the needed 1,400 feet down the road to his proposed development which would be beneficial not only to his development but also a number of businesses in between where the sewer currently ends and Richard Lee's property begins.

Todd Rolland said the WPCA is in favor of increasing the number of customers they currently have and could see the potential to help the businesses in that area with the extended sewer line.

3. Approval of September 20, 2011 Regular Meeting Minutes – Jim Williams/Matt Rood motion to approve the September 20, 2011 Regular Meeting Minutes. Motion was unanimously approved.

4. Potential Sanitary Connection – This item refers to the discussion held in Item 2. Linda Farmer said the question arose in Monday night’s PZC meeting whether if Richard Lee did extend the sewer line 1,400 feet in a Developers Agreement, then would the properties with an active sewer line in front of them be charged a benefit assessment by the town? Jim Williams said he believed that since the benefit assessment cannot be more than the cost to the town to install the line and the town was not paying for the extension, then they would not be able to charge a benefit assessment. There would, however, be a connection charge to the property owners when they hooked into the sewer.
5. Potential Sanitary Sewer Extension – Research Way/Industrial Extension East – Linda Farmer said the Town Council approved Industrial Park Road East Extension as a public road. She confirmed with the WPCA that sewer and water lines can now be brought down the road.
6. Operator Report – Jason Hofmann, The Water Planet Company – This item was tabled as Jason Hofmann was not present.
7. Consultant Report – Route 195 Sanitary Sewer Extension Project – Status Update – Kurt Mailman of Fuss & O’Neill said he believes the project is complete. He said the final Change Order was executed on October 15 and he believed Jennifer Usher, before leaving employ with the Town, made arrangements to get the final invoice paid.

Kurt Mailman provided handouts of Final Comparison of Projected Opinions of Project Cost and Projected Opinion of Project Cost. He said the record drawings have not yet been transcribed but felt it would be unfair to hold payment from the contractor as they have done their part. The transcription work is to be done by Gardner and Peterson. Kurt Mailman said Fuss & O’Neill helped the contractor put together an accurate set of red line drawings as their drawings were not as accurate as Fuss & O’Neill would normally anticipate. He said he has spoken to Mark Peterson that he would expect Gardner and Peterson to transcribe the drawings into CAD and make them into mylars. Kurt Mailman said he is unsure if Gardner and Peterson did the stakeout component and he understood that the price for stakeout and record drawings combined would be \$7,400.

The WPCA discussed what type of deliverables they would want, but would expect both an electronic and paper copy.

Jim Williams noted that the overall contract went fairly well coming in 3.85 percent under budget. Kurt Mailman said he felt the contractor did a good job and that there were few complaints.

Todd Rolland suggested they approve funds to get work started on the record drawings. Jim Williams/Matt Rood motion to authorize an amount not-to-exceed \$3,000 to have Gardner and Peterson complete the record set with red lines provided by the contractor. Motion was unanimously approved.

Linda Farmer briefly discussed plans to hire a new Town Engineer, and this topic will go before the Town Council next Tuesday. She said they are looking at changing the job title to Utility Administrator/Town Engineer to make clear that a big portion of the position is running the town's utilities. She added that a discussion of the assistant position will also be going before the Council next Tuesday.

8. Staff Report

A. Pigging Operations – Status Update – Kurt Mailman has been helping to coordinate quotes from pigging contractors. He said this is a niche business with few who do this in the northeast. He provided quotes from two firms, one in Maine and the other in New Jersey. The New Jersey quote was the least expensive. Kurt Mailman added that he has talked with Jason Hofmann about the option of doing chemical treatments for FOG rather than pigging and he also went to the EPA about this. He said the EPA recommends that pigging is the best way to deal with FOG because they feel emulsifying FOG just moves the problem rather than eliminate it. If the WPCA goes ahead with pigging, it will need to be coordinated with both the Tolland Water Company and the Connecticut Water Company.

Kurt Mailman added that he does not feel it would be cost effective for Fuss & O'Neill to coordinate this project and that The Water Planet would be a better choice as Jason Hofmann already has an established relationship with Skips Septic. Kurt Mailman worked up some cost estimates for the entire job, estimating Jason Hofmann's labor costs for what he would expect to be one day of work. He also added in estimated costs for uniformed traffic officers due to sight line issues.

Kurt Mailman said there may be an opportunity in the future to team up with Connecticut Light and Power for the town to get some payback if they can prove the town is increasing the efficiency of its pumps therefore decreasing their electricity use. He said there might be a possibility to submit paperwork after the project is completed to see if they are eligible for any reimbursement.

There was consensus to move forward with the pigging operation. Kurt Mailman said the only thing missing in the cost estimate he provided is Fuss & O'Neill's fee for the work they have done on this, which would be an additional \$1,633. WPCA members agreed that they would want to get Jason Hofmann's input on this but they do want to move forward. Kurt Mailman said the contractor would want to see a purchase order from the town. Linda Farmer said she could follow through with a purchase order. There was also discussion about whether the work would need to wait until spring as winter will be upon us shortly. Todd Rolland expressed concern that without a Town Engineer right now, who might coordinate this project on the town's end. Todd Rolland said he will reach out to Jason Hofmann on how he feels this could be best managed. There was consensus to make Jason Hofmann the point person but to keep the town in the loop by having Director of Public Works Clem Langlois involved in some capacity.

Jim Williams/Matt Rood motion to hire Montauk Services, Inc. of Hackensack, New Jersey for the pigging of the force main with a total cost for the project not to exceed \$30,000. Motion was unanimously approved.

- B. Route 195 Air Release Valve Replacement – Linda Farmer said this work was completed before former Town Engineer Jennifer Usher left the town.
 - C. Route 195 Record/As-Built Drawings – This was discussed under Item 7.
 - D. Joint Workshop with Town Council and Water Commission – Linda Farmer said the new Town Council will want to meet with both the WPCA and Water Commission in the near future.
9. Financial Update – There is no update at this time.
10. Phase II Wastewater Facilities Report – Status Update – Linda Farmer said she spoke with Dennis Greci at DEEP. She said he is hoping to set up a meeting to talk again with the WPCA. Todd Rolland said he feels right now they should wait until the Town has hired a new Town Engineer and has gotten him or her up to speed. Kurt Mailman said before Jennifer Usher left, that he and Virgil from his office along with Steve Werbner, Jennifer Usher, and Eastern Highlands Health District Director Rob Miller had reviewed the data analysis work done by EHHD on the Willie Circle area. He said they discussed presenting these findings to DEEP. The WPCA also discussed the pros and cons of creating decentralized wastewater management districts in town and how they work. Kurt Mailman provided and reviewed a handout on Municipal Sewerage Systems.
11. Fats, Oils, and Greases Regulation – Status Update – Rick Conti is currently reviewing this. Linda Farmer said she will get an update from him.
12. Other WPCA Business – Discuss and Approve the Proposed 2012 Meeting Schedule – Matt Rood/Jim Williams motion to approve the proposed 2012 meeting schedule, with the exception of removing the one meeting that falls on a holiday. This approval would include the workshop meetings. Motion was unanimously approved.
13. Adjournment – Jim Williams/Matt Rood motion to adjourn the meeting and pay the clerk at 7:37p.m. Motion was unanimously approved.

Respectfully submitted,

Annie Gentile
Clerk