

**TOWN OF TOLLAND, CONNECTICUT  
WATER POLLUTION CONTROL AUTHORITY  
REGULAR MEETING MINUTES OF JULY 19, 2011**

**Members Present:** Todd Rolland, Vice Chair  
Jim Williams, Secretary  
Perne Maynard  
Bruce Allen

**Members Absent:** Matthew Rood, Alternate  
Michael Longenbaker, Alternate

**Others Present:** Jennifer Usher, PE, Town Engineer & Public Works Administrator  
Jason Hofmann, The Water Planet Company  
Art Gottier, property owner  
Mark Peterson, Gardner and Peterson

1. Call to Order: Todd Rolland, Vice Chair called the meeting to order at 6:12PM in Council Chambers.
2. Public Comment: None.
3. Approval of Minutes
  - A. June 21, 2011 Regular Meeting: Jim Williams/Perne Maynard motion to approve the minutes of the June 21, 2011 Regular meeting. Todd Rolland, Jim Williams and Perne Maynard voted to approve. Bruce Allen abstained. Motion passed.
  - B. June 23, 2011 Workshop Meeting: Jim Williams/Perne Maynard motion to approve the minutes of the June 23, 2011 Workshop meeting. Todd Rolland, Jim Williams and Perne Maynard voted to approve. Bruce Allen abstained. Motion passed.
4. Potential Sanitary Sewer Connection(s), 24 Tolland Stage Road, Stephen Palumbo:
  - A. Existing Commercial Building, Electrical Contracting Offices/Truck Storage: Jennifer Usher noted that residential sewer connections can generally be handled administratively but that when she receives requests for existing commercial businesses to connect, she will run it by the WPCA. In this case, Mr. Palumbo's business at 24 Tolland Stage Road is not in the Shenipsit Watershed Area and the DEP has given their approval for him to hookup. Mr. Palumbo currently has a septic system on the site and wants to connect to the public sewer. She noted that the proposed connection charges under discussion have not yet been implemented, so the property owner would not be subject to the new fees. Additionally, he would be a low-use customer and would not be charged an increased special benefit assessment. He will have to pay the Vernon connection fee.

Jim Williams/Perne Maynard motion to approve a request by Steve Palumbo to connect the property at 24 Tolland Stage Road to the public sewer. Motion was unanimously approved.

5. Potential Sanitary Sewer Connection(s), Various Lots, Arthur Gottier:

- A. 216 Rhodes Road
- B. 341,347, 397 Merrow Road
- C. 57, 67, 75, 81 Anthony Road
- D. 9, 10, 15, 21, 29, 32, 33, 40, 43, 46, 49, 52, 55, 61, 64, 65, 71, 76, 79, 82, 87, 88, 93, 96, 99, 104, 107, 120, 123, 129, 132, 135, 140, 141, 146, 147, 152, 153, 158, 161, 166, 167, 173, 176, 177 Hillview Drive

Mark Peterson of Gardner & Peterson and his client, Art Gottier were present to discuss the potential connections. Jennifer Usher explained that Hillview Drive, which is part of the discussion this evening, is right now a paper street, part of an approved subdivision from some years ago.

Mark Peterson provided copies of the assessor's map of the area with the subject property outlined in yellow, which is planned for a commercial and multi-family development. The property has frontage on Merrow Road, Anthony Road and Rhodes Road with access into the property from Crest Road, which runs off Merrow Road. Mark Peterson reviewed the map of the area to be developed. He said some of the parcels will be combined and modified. In the map, a red line was drawn to delineate the Sewer Service Area. The area from the red line to Rhodes Road is outside the Sewer Service Area, while the area from the red line to Merrow Road is inside the Sewer Service Area.

Mark Peterson said they are proposing an extension of Crest Road to a cul-de-sac with a handful of commercial lots. Some will be reconfigured for commercial development and they plan to come off that area with a multi-family development with access from Anthony Road. He said he met with Linda Farmer, Director of Planning and Community Development, and will be meeting with the Planning and Zoning Commission next Monday.

Mark Peterson said the planned multi-family development is outside the Sewer Service Area. He said sewers were extended along Merrow Road and that they are proposing a sewer connection extending up through the commercial area and into the multi-family site.

Todd Rolland asked if there is enough pitch for a gravity sewer on the site. Mark Peterson said there is. He said he expects a 20' deep sewer at the high point. Jennifer Usher said that last summer they put in sewer service along Merrow Road, stopping at Anthony Road. There was talk of a possibility of sewers someday coming along Anthony Road, but it may be a better idea to bring it along Crest Road/Hillview. She said she would expect if they did this that they would do a "T" type connection or tap into it. Art Gottier said there is an 8" line there. Jennifer Usher said that if they tried doing a connection on Anthony Road, a concern is that the topography does not lend itself to doing a gravity system. Additionally, the connection would need to be made along an already paved road.

Jennifer Usher said the town originally delineated the Sewer Service Area along the zone line. Also, the town did not want to go back into the property to avoid a large assessment. She said the WPCA can include the proposed area in the SSA, but that the DEP would have to approve it. The main concern is that they want to ensure they do not overtax the sewer system.

Todd Rolland asked Mark Peterson if he had any estimated flows for the proposed development. Mark Peterson said the commercial flows would be hard to project until they get a sense of what type of commercial development would be coming in there. In the proposed residential area in back, they are looking at approximately 90 units, mostly two-bedroom and some three-bedroom units. The rough expectation would be that there would be about 75 two-bedroom units and 15 three-bedroom units—or close to 200 bedrooms all together.

Jennifer Usher reviewed rough estimates made several years ago for flows in this area. About 14,000 gallons per day were estimated for this area once built out. However, she emphasized that this figure is simply a planning tool. She explained that Tolland is limited in their agreement with Vernon to 400,000 gallons per day of flow. She said several years ago, the town attempted to estimate how potential flow might be spread out on properties not as yet developed. The estimates were based roughly on the zones the properties fell into. She said that if the development will require more than 14, 000 gallons per day and if they want to expand the Sewer Service Area, then they will need to determine if the extra gallonage is available.

Jennifer Usher said that Art Gottier is looking for conceptual approval from the WPCA. They need to know if they are on board, at least preliminarily, to move this forward to the PZC. The Board went over some calculations for flows. Based on a best estimate of .1 gallons per day per square foot, the flows looked acceptable for the commercial lots.

Bruce Allen asked that if this development went forward, who would be building the sewer. Mark Peterson said he would expect the developers to build the sewer, but who would own it afterwards is a good question. He said he would expect that Crest Road would be a public road, but Hillview would be private. He said they would require easements through some of the lots for construction of the sewer. Jim Williams said he would expect a gravity sewer not to require as much maintenance. Jennifer Usher said these details would need to be worked out later and would need to involve several key staff members. She said she would expect the sanitary sewer would be built under a Developer's Agreement, adding that her main concern right now is the additional gallonage that may be required.

Bruce Allen suggested getting the proposed calculations on letterhead combining them with a map showing flow rates. Mark Peterson said right now they would be estimating about 18,000 gpd for the multi-family development.

The Board expressed a favorable consensus for the proposal, with an understanding that the applicant needs to firm up the numbers to get a better estimate on the build out. Jennifer Usher said she will send an email to Ivonne Hall at the Department of Environmental Protection to see if there are any issues with expanding the Sewer Service Area. She noted

that they should be aware the DEP is on a reduced work schedule and so it may take a bit longer to get a reply.

6. Operator Report – Jason Hofmann, The Water Planet Company
  - A. Operations – Jason Hofmann reviewed Report #40, stating that things are going well right now.
  - B. Gerber Pump Station Upgrades – Status Update – Jason Hofmann said he spoke to Dave Topa at United Concrete and they should be seeing two submittals next Wednesday. Once approved, it should take about seven days to make the cover and then they will install it at the Gerber Road Pump Station. It should be complete and installed by around the second or third week of August.

Todd Rolland asked how the FOG buildup is looking at the various pump stations. Jason Hofmann said he spoke to someone at Skips Septic and they are looking for a day when they can come out and clean all the pump stations. He said he should know soon and will pass that on. Jennifer Usher said she would like to know when the Gateway station is cleaned out because she'd like to get a picture of the wet well. It has been noted also that there have been no recent reports from Roger Lentocho of odor problems.

7. Staff Report – Jennifer Usher, P.E., Town Engineer & Public Works Administrator
  - A. Draft Article III Revisions – Status Update – The Board reviewed the revisions. Jennifer Usher said the connection fees were approved by Rick Conti and the Board can now decide whether they want to hold a combined Public Hearing on the connections fees with the FOG ordinance or hold them separately. The consensus of the Board was to hold them together.
  - B. Calculation of User Rates – CT DEP Approval – Jennifer Usher said she received a call from Ivonne Hall from the DEP asking her for the calculations they use to establish user rates. She said the DEP needs to approve the process. Jennifer Usher said she is waiting on some further information from Ivonne Hall.
  - C. Route 195 Sanitary Sewer Extension Project – Status Update – Jennifer Usher said Kurt Mailman of Fuss & O'Neill met with the contractor on this project and they came up with a punch list. She said the contractor had put in a bid to hire State troopers and the cost has turned out to be higher. The contractor is asking for more money. Jim Williams said this request would have to require a change order with time and material costs and a schedule of values for the number of hours and why they exceeded those numbers. Jennifer Usher is waiting on more information from Kurt Mailman and will forward it to the Board when she receives it. At that point, they can decide if they will negotiate a change order.
  - D. 200 Merrow Road – Potential Public Water Connection – Jennifer Usher said this customer is on the sewer system and they have a well, but will be hooking up to public water so there will no longer be a need to estimate usage.
  - E. Staffing Update – Draft Contract – The board reviewed the contract, which was prepared by a labor attorney. There was consensus that they would like to move forward and fill the position as soon as possible.

8. Call-Before-You-Dig Mark Out Services – Jennifer Usher said Clem Langlois used to do the mark outs, but she has been informed that he will no longer be doing this as he does not have the time. As the work is no longer being done by the town, the WPCA will need to pay for these services and this will need to be incorporated into their budget. Jennifer Usher said she did talk to Jason Hofmann about this, but Water Planet does not offer a CBYD type of on-call service. The WPCA was unsure of the amount of time and costs this will involve and will need to find out this information. Additionally, they will need to acquire maps of as built.
9. Finances
  - A. Financial Update – YTD Report – The Board reviewed the report.
10. Phase II Wastewater Facilities Report – Status Update – There is presently no update. Jennifer Usher said she is waiting on Ivonne Hall so they can schedule their next meeting to include Denis Greci in the conversation. The Board discussed what they took away from the workshop meeting. It was noted that just having a Facilities Plan that is accepted by the DEP will not automatically lift the consent order. It was also noted that they are unsure about what is in the first consent order as no parties have been able to locate a copy. Jennifer Usher said she also met with members of the Eastern Highlands Health District to discuss the Apple Road and Willie Circle neighborhoods. EHHD will be researching which properties required septic repairs, which ones required variances, and what those variances were.
11. Other WPCA Business – Status Review and Update – The Board reviewed the ongoing list. They plan to discuss FOG and the budget at the next workshop meeting.
12. Officer Election – Chair – John Konrad has resigned from the Board and a new chairman needs to be elected. Jim Williams/Bruce Allen motion to elect Todd Rolland as the new chairman. Jennifer Usher noted that the chairman will need to provide input into creating each meeting’s agenda. Todd Rolland said he would be willing to take on the role. A vote was taken on the motion and it passed unanimously. It was noted that with Todd Rolland’s election as Chair, the position of Vice Chair is now vacant.
13. Adjournment – Perne Maynard/Bruce Allen motion to adjourn the meeting and pay the clerk at 8:50PM. Motion was unanimously approved.

Respectfully submitted,

Annie Gentile  
Clerk