

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

Members Present: Todd Rolland, Vice Chair
Jim Williams, Secretary
Perne Maynard
Bruce Allen
Michael Longenbaker, Alternate
Matthew Rood, Alternate

Members Absent John Konrad, Chair

Others Present: Jennifer Usher, PE, Town Engineer & Public Works Administrator
Jason Hofmann, Water Planet
Matt Jermaine, Fuss & O'Neill

1. **Call to Order:** Todd Rolland, Vice Chair called the meeting to order at 6:08p.m. in Council Chambers. He seated Mike Longenbaker for John Konrad
2. **Public Comment:** None.
3. **Operator's Report:** Jason Hofmann distributed Report #36. He said the Bioxide pumps at Old Post Road were inspected and cleaned by Siemens Water Technology and the tubing was replaced. He said he talked with the Siemens people about installing an alarm system on the pumps, but if the pumps continue to turn but don't pump Bioxide, there is not good way to create an alarm system that will call that to their attention. He said putting in a flow meter won't work in this case. He said they could redesign the intake system, but that would be very costly.

Jason Hofmann said they are also planning on installing the replacement locking manhole covers on Old Post Road in two weeks.

He said they have repeatedly asked for a quote from United Concrete, the company that did the town's pump stations, to replace the Gerber Road wet well cover, but they have not responded. Water Planet has now lined up Old Castle Concrete in Bloomfield to give them a price, which they should have for next month.

Jim Williams asked Jason Hofmann how often they inspect the pump stations. Jason Hofmann said they go to every station every week and they check the Bioxide pumps at Old Post Road to see if they are running. At that time they record how much Bioxide they are using. Jason Hofmann said that Matt Jermaine suggested hanging a level sensor in the tank that sends a daily signal to the computer as an alternative for an alarm, however it was noted by Jason Hofmann that this would be a costly alternative as well.

Jason's report covered Items 3, 4, and 5 of the Agenda.

6. **Grease Interceptors – Inspection Schedule:** Jennifer Usher noted that they need to set up inspections between now and March 15. Todd Rolland said he would be available to do inspections in the morning hours. There was consensus to do the inspections on Monday, February 28 at 8am starting at Tolland Pizza. Both Bruce Allen and Jim Williams said they might possibly be able to attend also. It was agreed that everyone who planned to attend would email Jennifer Usher the Friday before the inspection, so they would know who to expect.

Jason Hofmann asked if town staff had gotten any feedback from business owners on the grease letters that were sent out. Jennifer Usher said she had not received anything.

7. **Phase II Facilities Plan – Final Draft Review:** Matt Jermaine distributed copies of the Executive Summary with comments, and he provided Jennifer Usher with 3 bound copies of the entire report, plus six CDs of the report. He said the CD is set up as one .pdf file and they are about 30MB in size.

Matt Jermaine reviewed the comments in the Executive Summary, explaining that those comments then were filtered through the entire Facilities report. He also updated the Sewer Service Area map. Jennifer Usher said the Plan with the Letter of Intent is now ready to submit to the Department of Environmental Protection.

Jim Williams/Mike Longenbaker motion to submit the Final Draft of the Wastewater Facilities Planning Report, Phase II Area, dated February 15, 2011 to the Department of Environmental Protection. Motion was unanimously approved.

8. **WPCA Financial Status:** The Board reviewed the Sewer Fund budget. Jennifer Usher noted that the report does not reflect moving \$25,000 out of the Sewer Reserve Fund to repair services, and she will take care of that. Todd Rolland asked why the Town of Vernon figure is in the red. Jennifer Usher said the Vernon costs are offset by user fees, and this report does not include a column for income from user fees. However, money comes in from user fees, and goes back out in payments to the Town of Vernon.
9. **Route 195 Sewer Extension Project – Financial Update:** Jennifer Usher said they have received a revised budget from Fuss & O'Neill for this project. Most of the work has been completed. In the spring, there will be the final paving. She said the only uncertainty that might arise from the budget is additional costs for police detail. She noted that the administrative fees on the revised budget are significantly higher than the original budget because there were items not in the original scope that had to be added on. There may also need to be some changes to the advertising budget as they may need to advertise about driving delays in the spring.

Jennifer Usher said she has done an Excel spreadsheet of assessments with notes if anyone would like to review it.

10. **Other WPCA Business – Status Review & Updates:** The Board noted that they will be going over Assessments and Connection Fees at their next workshop. There was a discussion about rescheduling the workshop because Todd Rolland, John Konrad, Perne Maynard, and Mike Longenbaker cannot make this Thursday’s meeting.

Bruce Allen/Mike Longenbaker motion to reschedule the February 17, 2011 workshop meeting to Thursday, February 24. Motion was unanimously approved.

Jennifer Usher said she will advise what room will be available for their meeting. She said they also need to plan on working on the FOG ordinance in March so they can aim to get it to the Town Council in May and on the books in June.

11. **Approval of Minutes:**

- Approve minutes of January 18, 2011 Regular Meeting. Perne Maynard/Jim Williams motion to approve the January 18, 2011 Regular Meeting minutes. Perne Maynard, Jim Williams, Bruce Allen, Mike Longenbaker, and Matt Rood voted to approve. Todd Rolland abstained. Motion passed.
- Approve minutes of January 20, 2011 Workshop Meeting. There was no quorum of members that attended this meeting, so no vote could be held.
- Approve minutes of January 27, 2011 Special Meeting. There was no quorum of members that attended this meeting, so no vote could be held.
- February 3, 2011 Special Meeting. Jim Williams/Perne Maynard motion to approve the February 3, 2011 Special Meeting minutes. Jim Williams, Perne Maynard, Bruce Allen, and Matt Rood voted to approve. Todd Rolland and Mike Longenbaker abstained. Motion passed.

12. **Topics for Next Agenda:** The regular items will be discussed as well as a discussion of the outcome of the workshop meeting on Connection standards.

13. **Adjournment:** Jim Williams/Perne Maynard motion to adjourn the meeting and pay the clerk at 7:18p.m. Motion was unanimously approved.

Respectfully submitted,

Annie Gentile
Clerk