



# TOWN OF VERNON WATER POLLUTION CONTROL AUTHORITY

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OFFICE OF THE  
WATER POLLUTION  
CONTROL AUTHORITY

## REGULAR MEETING MINUTES WATER POLLUTION CONTROL AUTHORITY WASTEWATER TREATMENT PLANT

January 23, 2020

7:30 p.m.

APPROVED  
RECEIVED  
VERNON TOWN CLERK  
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### Attendees:

Gordon Gibson, Carina Hart, Kevin Kearney, and Andrew Tedford. Also present: Robert I. Grasis, Director, Water Pollution Control; Steve Boske, Assistant Director, Water Pollution Control; Matthew Daskal, Financial Analyst; Dj Lupacchino, Collection System Foreman; Kathleen Minor, Assistant Collector of Revenue; Michael Becker, Engineer, Tighe & Bond; Timothy Webb, Ellington WPCA; Bill Francis and Carl Schaeffer, St. John's Church

### CALL TO ORDER

The meeting was called to order by Mr. Tedford at 7:30 p.m.

### PUBLIC COMMENT

Bill Francis, 41 Pinnacle Road, Facilities Administrator for St. John's Church: presented a 2010 letter to the Authority stating that the church would pay one-third of the bill; he contends it is a legal document and expects the agreement to continue to be followed.

Carl Schaeffer, 1A Fox Hill Drive & St. John's Church: provided historical information relative to the property; the terms of the letter were agreed upon and it was thought best for both parties; we [the church] take it as a legal document – we owe one-third of the bill; two of the three connections do not discharge into the sewer.

Mr. Tedford asked Item #5 be moved to Item #3.

### REVIEW OF ACCOUNT #6598 WATER CONSUMPTION

Mr. Daskal and Mr. Grasis provided background on this item. Mr. Daskal provided consumption figures, and explained that the account was being billed at the minimum usage rate; this account was flagged upon conversion to the new billing system. Ms. Hart said that if it was a legally binding document, it would be a violation, but it is a letter. Discussion took place relative to different billing options. It was the consensus of the Authority to have the property billed at the well rate.

### MINUTES OF THE WPCA REGULAR MEETING HELD ON DECEMBER 5, 2019

Mr. Kearney, seconded by Mr. Gibson made a motion that the Water Pollution Control Authority accepts the minutes of the December 5, 2019 Regular Meeting as presented. The motion passed 2-0-2 with Messrs. Kearney and Gibson abstaining.

### UPDATE ON TREATMENT FACILITY UPGRADE

Mr. Becker said that the project is on time and on budget. Among the items Mr. Becker addressed were that: approximately 18% of the project time has passed and 16 1/2 % of the project has been billed for; work is being

performed on duct bank feeds for electricity; demolition of the sand filter structures is nearly complete; electrical work is progressing; and sludge has been cleaned from aeration tanks 1, 2 & 5. Mr. Becker answered questions from the Authority. The Authority expressed appreciation for the updated Summary and Milestone schedule.

#### PLANT SUMMARY

Mr. Boske reported that the plant is running well; water quality is spectacular and total nitrogen is down considerably from last year at this time. Regarding current activities, Mr. Grasis explained why the carbon regen is unavailable at this time; the sewer permit to connect 188 West Street has been obtained; the Russell Road sewer claim has been paid and letters were sent to that neighborhood stating that wipes should not be flushed into the sewer; the developer's permit for 652 Dart Hill Road is complete; the refund for Account #8260 was issued; one of the Operator's In Training has obtained his Class II License; training took place on the new flusher/vac truck; payments were received from the Towns of Ellington and Stafford for yearly maintenance costs on the camera truck; and 20,000 feet of the sanitary sewer was treated last year for root control. Mr. Grasis introduced Kathleen Minor, Assistant Collector of Revenue to the Authority and the Authority thanked her for attending the meeting.

#### PROPOSED WORK FOR CAMPBELL AVENUE AND TANKEROOSEN ROAD PUMP STATIONS

Mr. Grasis referenced his memo to the Authority that included a cost summary. Mr. Tedford made a motion that approves Elm Electric for upgrades and repairs to the Campbell pump station and the Tankeroosen pump station at a total of \$32,154. Mr. Kearney seconded the motion which passed unanimously (4-0-0).

#### BUSINESS OFFICE REPORT

Mr. Daskal reported that notices have been sent to neighboring communities informing them that the first payment relative to the treatment facility upgrade will be due in July.

#### DISCUSSION OF SUSPENSE ACCOUNTS

Mr. Daskal provided background information and account balances to the Authority. He explained that he is looking for permission from the Authority to abate these accounts and move them from the receivables category. Mr. Daskal said that he doesn't feel that these accounts are recoverable and any loss that may occur appears to be mainly a booking issue in terms of accounting. Ms. Hart, seconded by Mr. Tedford, made a motion to resolve that the Vernon Water Pollution Control Authority abate unrecoverable Accounts 2437, 2738, 3128, 4603, 5109, 5120. The motion passed unanimously (4-0-0).

#### ESTABLISH A DATE FOR A SPECIAL WPCA MEETING TO REVIEW PROPOSED BUDGETS FOR THE SEWER AUTHORITY, HOUSING AUTHORITY AND THE WASTE TREATMENT PLANT, FOR FISCAL YEAR 2020 – 2021

It was the consensus of the Authority to schedule a Special WPCA Meeting to review proposed budgets at 6:00 p.m. on February 11, 2020.

#### ELECTION OF OFFICERS

Ms. Hart, seconded by Mr. Kearney moved to nominate Mr. Tedford as Chairman. The Authority voted to elect Mr. Tedford as Chairman by a vote of 3-0-1 with Mr. Tedford abstaining. Mr. Tedford nominated Ms. Hart for Vice-Chairman and Mr. Kearney seconded the nomination. The Authority voted to elect Ms. Hart as Vice-Chairman by a vote of 3-0-1 with Ms. Hart abstaining.

DISCUSSION OF SEWER ASSESSMENTS NOT INCLUDED IN INITIAL BENEFIT ASSESSMENT PROCESS

Mr. Grasis provided background on this item and said that state statues allow the WPCA to levy assessments. He explained that a public hearing must take place when a property is assessed. Discussion took place. It was the consensus of the Authority to hire a professional title searcher to investigate whether or not properties were included in the initial benefit assessment process.

APPROVAL OF TIGHE & BOND QUOTE TO PERFORM FLOW MONITORING FOR SSES

Mr. Grasis provided background on this item. Mr. Kearney, seconded by Mr. Gibson made a motion that the Water Pollution Control Authority makes a motion to accept Agreement #7 from Tighe & Bond in the amount of \$30,349 for flow monitoring, and funds for said purpose will come from the sewer user fund balance. The motion passed unanimously (4-0-0).

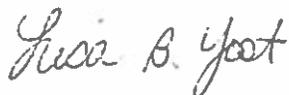
ANY ADDITIONAL MATTERS

None.

ADJOURN

Mr. Tedford, seconded by Mr. Kearney made a motion to adjourn. The motion passed unanimously and the meeting was adjourned at 8:51 p.m.

Respectfully submitted,



Lisa B. Yost, Secretary  
Water Pollution Control