

City of Derby

Water Pollution Control Authority

April 27, 2016

Regular Meeting Minutes

Robert Miani
Rose Marie Pertoso
David Anroman
Donald Demanuel

Meeting called to order at 6:35 p.m.

Roll Call: Present – Rose Marie Pertoso, Donald Demanuel and Robert Miani.

Public Portion

There was no one from the public wishing to speak.

Elect a Temporary Chairman.

Ms. Pertoso moved to nominate Donald Demanuel for temporary chairman. The motion was seconded by Mr. Miani and carried unanimously.

Mr. Demanuel moved to go out of order on the agenda and hear Item #13, EPA Consent Order. The motion was seconded by Ms. Pertoso and carried unanimously.

EPA Consent Order – Jean Perry Philips to attend and DEEP order.

Atty. Jean Perry Philips, Pullman & Comley stated that they are representing the City of Derby and WPCA. She stated that the EPA requested that the Consent Order be reviewed and action taken. The proposed order was provided to the City at a meeting in January. There have been several meetings with them to discuss matters and also several phone calls with them. They are satisfied with the approach but that need a more final product presented. She stated that the EPA needs to be provided with assurances that the City has been discussing the items. Lindsay King stated that they are getting a grasp on the work that needs to be done and need to finalize that with the EPA. Atty. Philips stated that the City should only commit to deadlines that they feel they can achieve. She stated that some reporting and record keeping requirements are needed. She also stated that there is a request for information regarding inflow and infiltration and Weston and Sampson will be providing that. She stated that they are also interested in fast oil decrease and the goal is to make sure that these are not dumped into the system. Mr. King stated that the City has regulations on grease traps. He stated that they have not been inspected on a regular basis and there should be a staff member to do this. They have been inspected quarterly. The City needs to make sure that they are cleaned and records kept. There is a general permit from the State on what can be done and the regulations also need to be enforced.

Mr. Demanuel asked if there is staff not to do the inspections. Mr. King stated that there are two employees out on workers compensation and a vacant position has not been filled. He stated that they are short staffed. Atty. Philips stated that the submittal to the EPA will include the matter of short staff. They want to make sure that there is a plan in place to handle these matters. Mr. King stated that he will be working on putting the plan together. Atty. Philips stated that it is being worked on and the City is making progress. She stated that the EPA did an inspection and will be looking for dates when Division Street, Burtville Avenue and Roosevelt Drive pump stations will be updated. There is the CMOM program and the City is undergoing a self-assessment and needs to come up with a plan that adequate preventive maintenance practices are in place. Mr. Miani stated that if other communities have had to do this, it may be helpful to get a copy of their program and plan to use as an example. She stated that the EPA wanted to make sure the the Board was aware of the situation.

McDonalds – 44 Division Street discussion and possible action;

Mr. King stated that this is related to fats oil and grease. The Health Department stated that there is an issue with the grease traps at the McDonalds on Division Street. The inside trap was not operational. He stated that it was inspected and confirmed that it was not working. He spoke with their staff and sent them letters regarding this. They have fixed the trap and it was inspected and a new trap installed which is operating.

South Division Street pump station update.

Mr. King stated that they have started emergency repairs at the pump station. The top structure was taken off. They will be getting inside and cleaning as much as possible. Steve Iacuone stated that they will be getting a price for the concrete and waiting for the appraisal. They are working on getting prices for equipment. Mr. King stated that right now there is a huge hole and the sooner that it can be covered up the better.

Schedule Public Hearing and budget workshops and project workshops.

Mr. Demanuel stated that the Board needs to schedule workshops to work on the budget. Keith McLiverty stated that a preliminary budget needs to be completed and then a public hearing scheduled. The final budget needs to be adopted by the end of May. It was decided to schedule a budget workshop for May 2, 2016 at 6:30 p.m. and May 4, 2016 at 6:30 p.m. A special meeting to adopt the preliminary budget will be scheduled for May 11, 2016 and the public hearing and special meeting to adopt the budget on May 23, 2016. Mr. Demanuel felt that it would be helpful to have monthly workshops to discuss things that needs to be addressed so that the members can have time to delve into details before they are voted on at a regular meeting.

Aquarion consumption discussion and possible action.

Marcy McGuire stated that the Regional Water Authority and Aquarion consumption for the third quarter was very high. She stated that monthly readings have been started. She stated that she got the quarterly reading from October and reviewed it along with the monthly readings and it looks fine.

204-206 Derby Avenue NETZ Derby LLC

Marcy McGuire stated that the house at this address burnt down and they would like to be taken off billing. They owe the second half of the bill from last year. She stated that the owner would have to come to a meeting and ask to have it taken off. Mr. Demanuel moved that 204-206 Derby Avenue be removed from future billing. The motion was seconded by Ms. Pertoso and passed unanimously.

196 Seymour Avenue Dworkin Martin

Marcy McGuire stated that this building was demolished in July, 2015. Mr. Miani moved that it be removed from future billing. The motion was seconded by Ms. Pertoso and carried unanimously.

Drew Perry 27 John septic

Mr. King stated that he was contacted to perform a dye test. He stated that the property is on septic but getting sewer bills. The regulations allow that the current year can be refunded and rebate the last two years. Ms. Pertoso moved that the owner be refunded \$1,326.32 for this year and the last two years and it be removed from future billing. The motion was seconded by Mr. Demanuel and carried unanimously.

Appraisal for Burtville Pump Station.

Mr. Demanuel stated that an e-mail was sent to the corporation counsel about the appraisal. It is not available at this time.

Superintendent job description and new position – all job descriptions discussion and possible action.

Mr. King stated that the DEEP order wants the job description. The job descriptions for the superintendent, mechanic and certified Class 2 and certified Class 1 operator were reviewed. Mr. Miani moved that the job descriptions be approved as proposed. The motion was seconded by Ms. Pertoso and carried unanimously.

Engineers Report..

Anthony DeSimone stated that he met with DEP and they accepted and approved the report. Letters are being prepared by the corporation counsel to homeowners who have sump pumps and they are also working on the manhole plan.

Approve minutes March 15, 2016 and March 23, 2016

Mr. Demanuel moved to approve the minutes from the March 15, 2016 meeting. The motion was seconded by Ms. Pertoso and carried unanimously. Mr. Demanuel stated that the board authorized the hiring of an independent consultant and asked how that is done. Mr. King stated that Mr. Boland was working on that and he has not heard anything about it. Mr. Demanuel moved that the minutes from the 3/23/16 minutes be submitted for the record. The motion was seconded by Ms. Pertoso and carried unanimously.

Approve Bills – March 18, 2016 – April 22, 2017 – Bills over \$5000.00 – Workers Comp Bill – Pullman and Comley Bill – Capital Project Bills

Mr. Demanuel moved to approve the payment of the bills from 3/18/15 to 4/22/16. The motion was seconded by Mr. Miani and carried unanimously.

Mr. Miani moved to approve the payment of bills over \$5,000.00. There is a bill from Aaron & Associates in the amount of \$5,130.00. The motion was seconded by Mr. Demanuel and carried unanimously.

Mr. Demanuel moved to approve the payment of the workers compensation bill in the amount of \$42,750.41. The motion was seconded by Ms. Pertoso and carried unanimously.

Mr. Demanuel stated that it was the recommendation of the Infrastructure Committee to have WPCA pay the Pullman and Comley bill in the amount of \$23,502.10. Mr. Demanuel moved to approve the payment of the Pullman and Comley bill out of bond proceeds. The motion was seconded by Ms. Pertoso and carried unanimously. Ms. Pertoso moved to approve the payment of invoice #304956 to Pullman and Comley for expenses associated to NOV out of WPCA funds. The motion was seconded by Mr. Demanuel and carried unanimously.

Mr. Demanuel noted that there are no capital project bills to approve.

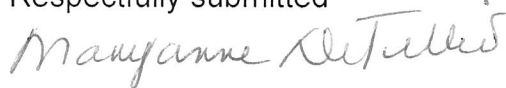
Transfers.

Mr. Demanuel moved to approve the transfer of \$12,278.18 from working balance to engineering costs and transfer \$359.84 from plant maintenance to lab supplies. The motion was seconded by Ms. Pertoso and carried unanimously.

Mr. Demanuel moved to approve the transfer of \$8,686.92 from collection system rehabilitation to legal and create a line item for legal. The motion was seconded by Ms. Pertoso and carried unanimously.

A motion to adjourn was made by Ms. Pertoso, seconded by Mr. Miani and carried unanimously. The meeting was adjourned at 8:20 p.m.

Respectfully submitted

A handwritten signature in cursive script, reading "Maryanne DeTullio".

Maryanne DeTullio