



WATERFORD UTILITY COMMISSION

DATE: December 10, 2024

PLACE: 1000 Hartford Turnpike

PRESIDING: Chairman Ken Kirkman

MEMBERS PRESENT: Tom Dembek, Ray Valentini and Jerry Porter

ABSENT: Rodney Pinkham

ALSO PRESENT:

J. Robert Tuneski, Finance Liaison

Staff: Jill Stevens, Director of Utilities
Shawn Matthews, Assistant Director of Utilities

Chairman Kirkman called the meeting to order at 6:00 pm

CITIZEN SESSION-

None

SECRETARY'S REPORT

MOTION Made by Mr. Valentini to approve the Minutes of November 12th, Mr. Dembek seconded.

VOTE The motion passed unanimously.

BILLING ADJUSTMENTS

The Commission reviewed the November adjustments. The adjustment report will be kept in the office for review.

EXPENDITURES

MOTION Made by Mr. Dembek to approve the November 2024 bill list, Mr. Porter seconded.

VOTE The motion passed unanimously.

OLD BUSINESS

- **Director's Report**

Ms. Stevens reviewed her report that provides updated information on all Utility Commission Capital projects that are currently funded and the status of each project. A copy of the Director's Report will be attached to the minutes when posted.

Ms. Stevens reported on Operational Projects and introduced Ryan Mecham to review some design options regarding the new SCADA system.

SCADA Project Update

Ryan Mecham from Wright Pierce was at the Commission meeting to explain and propose possible changes in the SCADA design plan to utilize some of the Towns existing IT infrastructure in the new SCADA system. These design changes would avoid unnecessary duplication and realize cost savings for the Utility Commission.

MOTION Made by Mr. Valentini for Wright Pierce to amend the design contract and use Town Infrastructure in lieu of purchasing dedicated hardware and services, seconded by Mr. Dembek.

VOTE The motion passed unanimously.

- **Collection's Report**

The report was reviewed by the Commission.

- **Financial Report**

The financials for October were reviewed.

- **Ad-Hoc Water Committee**

Mr. Valentini reported that they had another meeting that morning. Discussions are moving along and going over in house procedures.

NEW BUSINESS

- **West Street Municipal Extension Acceptance**

Mr. Matthews gave a report of the tests and inspections done. He concluded that this extension meets WUC standards.

MOTION Made by Mr. Dembek to accept the extension of the West Street sewer line as shown on a map dated, June 24, 2024 by James Bernardo Surveyor, entitled "Improvement Location Survey , AS-BUILT: Existing Municipal Sanitary Sewer

for Property Located At West Street”, to be recorded in the Waterford Land Records, and as conveyed by a Bill of sale dated 30 November, 2024, and signed by Warren and Patrick Rogers, resident property owners of 7 West Street, seconded by Mr. Porter.

VOTE The motion passed unanimously.

WATER

- City of New London/Veolia Report.
The report was reviewed by the Commission.

CORRESPONDENCE

E-mail from Sam Turello regarding extra charge for the Boston Post/Brill Ave repair.

PLANS REVIEW –

Oswegatchie Firehouse preliminary design- plans were reviewed and comments provided. Waiting on the final design to review. The Assistant Director is in contact with the design team regarding this project.

PERSONNEL

- Sewer Tech I
Interviews were held and an offer was made, however it was declined. Staff is in discussion regarding the next step.
- Compliance Enforcement Tech Posting
Waiting on applications to come in through Human Resources.

OTHER

Boston Post Rd Settlement at Brill Ave-Cost Coverage and request for Bid Waiver

Sam Turello submitted an extra charge for road striping on this project. He was unable to provide quote on striping before start of project. When they meet with state it was undecided as to who was responsible for the striping. Turello ended up being responsible for the striping had to charge the Utility Commission. Additional time was required as some of the areas were too thin and had to be milled lower which caused the project to take slightly longer than anticipated. The amount of the second bill is \$2,385 and puts us over the limit and a bid waiver is needed.

MOTION Made by Mr. Dembek to waive the bid process and approve the second bill of \$2,385.00, seconded by Mr. Porter.

VOTE The motion passed unanimously.

ADJOURNMENT

With no further business before the Commission, the meeting adjourned at 7:30 p.m.

MOTION Made by Mr. Valentini to adjourn, Mr. Porter seconded.

VOTE The motion passed unanimously.

Respectfully submitted,

Amy Windle
Recording Secretary



WATERFORD UTILITY COMMISSION

Director's Report

December 6, 2024

This report summarizes the Commission's ongoing projects and operational activities as of 12/6/24

Current Capital and Capital Non-Recurring Funded Projects

1. Inflow and Infiltration Mitigation and Control

FY 19 Capital & Non-Recurring Expenditure Fund L.I. #20531-57685

Original Appropriation: \$388,303.00 Available Balance: \$237,214.39

This is an ongoing project. To identify sources of Inflow and Infiltration within the Richards Grove Sewer Basin. A draft report was emailed on October 30, 2024 for review and comment, staff reviewed and issued comments back to Wright Pierce to address within the report.

Field data and video review and QA/QC will be completed by Friday, September 13, 2024 with a target date of September 27th for the draft report. No major manhole defects were noted. All field testing is completed (manhole inspections, smoke testing). Wright Pierce is reviewing the field-testing results and working a Technical Memorandum with the results. Manhole inspections were conducted on July 15 followed by Smoke testing of the sewer mains on July 16th. The Richards Grove Road Wastewater Basin I&I evaluation being conducted by Wright-Pierce Engineers for the amount of \$27,500.00 This project consist of conducting inflow and infiltration I&I evaluations and Sewer System Evaluation Study (SSES) . This drainage area has been identified as one of the larger contributors of I&I to our Collection System. This area possesses approximately 5 miles of 8-inch diameter gravity sewer piping and serves primarily residential users. The current flows received and conveyed by the Richards Grove Pump Station are greater than the current capacity of the pump station, triggering the potential need for a capacity upgrade if the I & I sources cannot be identified and mitigated. The I&I mitigation and control program is an ongoing project. Our staff routinely conducts pipeline and manhole assessments with the use of our CCTV and Jet Rodding apparatus. Deficiencies are located, graded and catalogued based upon severity. Corrective repairs are typically conducted during springtime utilizing robotic trenchless technology.

2. Old Norwich Road Wastewater Pump Station Rehabilitation

There are two CNR designations totaling \$1,299,369 in L.I. # 20531-57816.

Available CNR Balance: \$160,595.91

In addition, available ARPA funds in the amount of \$1,020,041.

The new roof was installed in June. Stored materials have been relocated from the Holzner warehouse to a storage container box located at the pump station.

Contractor submittals ongoing (approximately 85% complete with submittals). Contractor completion date remains November of 2025 currently.

The updated construction schedule is as follows:

- Install new doors & trim: Due to driveway side doors being an odd width, these are special order. Contractor said the doors are coming in the week of September 9 and will be installed October 7th, the ridge cap that was the wrong color will be replaced at the same time.
- Power wash building & fencing at fuel tank – will be completed when doors are installed
- Gas line install to building – Eversource installed the line on Thursday 9/19.
- Gas line run from regulator/ meter to building entrance – Holzner/ mechanical contractor ran underground gas line from regulator to north side.
- Switchgear is showing delivery late spring – once received, bulk of work will commence
- Bypass install – early May
- Electrical installation – commence once bypass system in place
- Mechanical installation - commence once bypass system in place
- Final site work – commence after bypass system removal

Competitive bid results for this project were received on August 10, 2023. The lowest bid received was from Holzner Construction in the amount of \$2,113,850.00 The Notice to Proceed for Holzner was executed on January 16, 2024. A Contract Administration proposal from Wright- Pierce was executed 1/19/2024 in the amount of \$55,800.00 an anticipated completion date is expected about November 2025.

3. Control Panel Retrofit

FY22 Capital Improvement Fund L.I. # 33122-55894

Original Appropriation: \$30,000.00 Available Balance: \$190.14

We have set up a new vendor for the purchase of components with Finance and the parts were ordered and have arrived. This project entails replacing the existing pump control panels, which are obsolete and unsupported with current control technology. This work will ensue upon completion of upgrades currently being conducted at 10 of the lift stations, which are identified within this report and are being funded with ARPA funds.

4. Pump Station Exterior Improvements

FY22&23 Capital Improvement Fund L.I. # 33123-55895

Original Appropriations: \$ 100,000.00 (50K ea. L.I.) Available Balance: \$15,412.84

The East Neck Station driveway was replaced and the roof at Evergreen Avenue was replaced.

To date under these two L.I.#s, roof replacements have occurred at Shore Road, Dock Road, Bolles Ct, Waterford Village, Sea Side, Niantic River Rd, Mago Pt and Evergreen Ave stations. The exterior siding was replaced at the Waterford Village and Bolles Ct stations. Siding repairs were conducted at Stoney Brook Station. A new asphalt driveway was installed at the East Neck pump station. This program will reconvene in the spring of 2025 with a driveway replacement at Cross Road Station.

5. Fargo Water Tank Rehabilitation.

This is an ARPA allocation project in the amount of \$1,200,000.00.

The tank is back online and functional. The vendor is working out the final details to be able close out the project under the terms and conditions of the contract.

We are in receipt of a change order in the amount of \$21,429.00 for work completed to protect the antenna cables interior to the tank and to correct the weather head vent connection made to the tank contrary to manufacturer's recommendation. Emergency Services will be responsible the costs to protect the antenna cables, the breakdown of each task is \$12,857 for the antenna cable protection and \$8,569 for the work to disconnect the weather head and make it free floating based on the tank manufacturers direction.

The tank was filled to overflow on Tuesday September 3rd and isolated, after 24 hours water samples were collected and sent to Groton Labs for testing, a second sample will be collected Thursday September 4, 2024 and sent for additional testing. Test results are pending as of Thursday September 5, 2024, if the test results are acceptable the tank will be returned to service likely the week of September 9, 2024.

The Utility Commission accepted the recommendation from Haley Ward Engineering dated June 23, 2023 recommendation the Fargo Water Tank refurbishment project be awarded to Utility Service Company for the bid price of \$999,900.00 and forward to the Board of Selectman for award. The Board of Selectman acted to accept the recommendation on July 11, 2023. An award letter has been sent to the contractor. The tank contractor, USG Water, is now planning to start work spring of 2024. A Pre-Construction meeting was conducted on November 27th. The pinhole leak at the base of the fill pipe which recently presented itself was discussed. This issue was not present during the Tank Evaluation study nor was the standpipe interior evaluated during the study, as there are no means to inspect the interior of the standpipe. Alternatives to correct this deficiency were evaluated by our consulting engineer and USG Water, the contractor; a change order proposal in the amount of \$217,857.00 was submitted by USG. The Commission acted on 2/13/24 to award the change order to USG Water and to be funded by the Water Revenue Fund.

6. Gorman-Rupp Pump Station Controls

This is an ARPA allocation project in the amount of \$163,750.00. L.I. # 23531-55013

To date Shore Road, Dock Road, Richards Grove Road, Old Barry Road, Quaker Hill Center, Oil Mill, Oswegatchie Rd and Niantic River Road stations are complete; work has begun at Ridgewood Ave station. Utility Commission staff is performing the installation of equipment, conduits and wiring. A scope of services change order was executed that directs the contractor to supply 18 cellular amplifiers and associated equipment in lieu of providing broadband to 5 stations. Utility Commission staff will be installing the amplifiers during the process of the controls upgrades. This project is ongoing.

7. Contract #1 Sewer Easement Access Project.

Capital Improvement Fund L.I. # 33123-55019

Original Appropriation: \$250,000.00 Available Balance \$174,800.00

A kick off call to begin the final design package (drawing and specs) to be used for contractor bid solicitation and construction for Phase One of the restoration project is scheduled for December 17. Phase one will encompass the southern section of the interceptor beginning at the intersection of

Great Neck Road and Rope Ferry Road to the end of the Interceptor at Evergreen Pump Station. Phase two which encompasses the northern section of the interceptor from Boston Post Road to Great Neck Road requires the acquisition of additional easements to gain access to the interceptor during restoration and for the Utility Commission staff in the future. Splitting the project into two Phases allows restoration work to begin while easements are procured, so that once Phase one is complete easements will be in place and Phase two can begin shortly thereafter.

Contract One Restoration Preliminary Design: W-P and WUC to have Teams meeting (tentative for Tuesday July 16) to discuss scope for the final design and construction. Also discuss the approach for 2 new easements that may be required for interceptor access. Based on the meeting, W-P will provide a fee proposal for the final design package (drawing and specs) to be used for contractor bid solicitation and construction.

The request for a Special Appropriation of funds in the amount of \$500,000 was approved by the Board of Selectmen on 1/10/23. On 1/11/23 the Board of Finance acted to reduce the original request appropriation to \$250,000. On 2/6/23 the RTM approved the \$250,000.00 Special appropriation. On August 8, 2023 the Utility Commission accepted Wright–Pierce Engineers (W/P) task order proposal in the amount of \$75,200.00. Survey of the C-1 easement started October 2, 2023 and is now complete. Wright-Pierce (W/P) submitted the Preliminary drawings on February 6, 2024. A plan review session was conducted on February 14, 2024 at which time we identified various access alternatives.

8. Plastic Water Service Line Replacement Program

CNR Appropriation L.I. # 20531-57881

Original Appropriations: \$550,000.00+\$181,300.00 = \$731,300.00

Available Balance: \$426,391.18

An additional 100K was designated FY24, a request to move from an appropriation to a designation will take place when the currently appropriated funds are expended.

The Maintenance crew has completed work on Quarry Road, Goshen Road, Leary Drive and Country Club Drive, a total of 65 services were investigated, of which 41 were identified as plastic service lines and replaced, this amounted to 972 LF of service line replacement on these streets. The replacement of services previously scheduled for Old Norwich Rd is now pushed off until the spring of next year; this work will likely be put out to bid to allow the Maintenance staff to focus on smaller roads and also to keep up with their other system maintenance tasks.

Work commenced on the Plastic Water Service Replacement Project on May 22, 2023. In Fiscal Year 2024 the City of New London's contract service provider, Veolia replaced 21 plastic services on Shore Road; Waterford Utility Commission Maintenance Staff investigated a total of 425 services of which 105 were identified as plastic services and replaced on Shore Road, Niantic River Road, Tiffany Ave, East Brook Drive, Savi Ave, Cherry Street, Willow Street, Cedar Street, Mackenzie Road, Lark Street, Thrush Street, Robin Street, Quail Street, Kingfisher Way, Kestrel Lane, Woodlawn Ave and Woodlawn Court; a total of 2,584 LF of service lines were replaced. A request for an additional \$181,300.00 to replace plastic water services on Old Norwich Rd was approved by the Board of Selectman, Board of Finance and subsequently by the RTM on August 7, 2023.

9. Wiemes & Marilyn Road Ejector Pump Replacement
CNR Designation L.I. # 20531-57890 \$19,800.00

Wiemes Ct and Marilyn Rd pump stations were designed in 1981. These stations are known as Pneumatic Ejectors. The station itself is a steel cylinder 9' in diameter buried about 18 feet below ground and accessed via a manway. The station houses the pots, compressors and control panel. The stations have exceeded their design life and do not operate efficiently. An engineering study is warranted to fully evaluate the stations structural integrity and plan for the station's replacement. In addition, considerations for permanent stand by power should be evaluated, as portable generators have to be mobilized in the event of need. Wright-Pierce provided a fee proposal for \$19,800 to complete the needed engineering study, a formalized task order has been requested, with the understanding the funding must be appropriated prior to execution of the task order.

Water Revenue Funded Projects

10. The Lead and Copper Rule

Wright-Pierce Engineers (W/P) L.I. # 21131-55302

Original Task Fee Proposal: \$98,763.00

Invoiced to Date: \$98,763.00

Following the successful submittal of the Lead Service Line Inventory (LSLI) on October 16, 2024, as required, the Utility Commission sent notices to all customers with service lines with any portion of their service line categorized as lead, GRR, or unknown notifying them of their status and outlining the EPA guidelines for reducing the risk and impact of lead exposure. These letters were sent out November 12, 2024, within in the required 30 day period following LSLI submittal. Since submitting the LSLI the Utility Commission has received another 194 self-reported material type submissions from property owners. The LSLI reported 2 lead lines, 25 galvanized steel requiring replacement (GRR), 1740 unknown material type, and 5772 confirmed non-lead water service lines. On November 1, 2024 the EPA published its latest update of the Lead and Copper Rule (LCR) in the form of the Lead and Copper Rule Improvements (LCRI), The LCRI provides a 13 year regulatory program focused at 1) removing all lead pipes from use on both the private and public side of the water distribution network, 2) validating the findings of the lead service line material inventory, and 3) educating the public on the risks of lead exposure and how to mitigate exposure and impact of lead exposure. The Lead and Copper Rule Improvements have not yet been adopted by the State of Connecticut, however Wright Pierce did speak with the state regarding the requirement to submit a Lead Service Line Replacement plan (LSLR) which was originally due on 10/16/2024 with the inventory. The EPA proposed to delay this deadline so that systems can incorporate any potential revisions made through the LCRI rulemaking. Therefore, the LSLR will be due 3 years after the LCRI Final Rule is published (10/30/2024 and in effect on 12/30/2024). The following quotes are from the 10/8/2024 LCRI Pre-Publication (Wright Pierce is in the process of reviewing the Final Rule and can provide an update next month):

- i. "The three-year period after promulgation of the final LCRI is for systems to plan for compliance, including hiring additional staff, soliciting bids for contractors, securing grants or other types of funding, and continuing to improve inventories to ensure that they are better positioned to conduct mandatory service line replacement."
- ii. "EPA anticipates that water systems will use the three-year period prior to the LCRI compliance date to identify unknowns, develop their service line replacement plan, identify barriers to full service line replacement, and develop outreach materials that are intended to support full service line replacement."

The Lead and Copper Rule (LCR), first promulgated in 1991, was enacted by the USEPA to protect public health and reduce exposure to lead and copper in drinking water. In January 2021 the USEPA published the Lead and Copper Rule Revisions (LCRR). The LCRR aims to better protect public and get the lead out of our nation's drinking water. One major regulatory change included in the LCRR is the requirement for water systems to develop a lead service line (LSL) material inventory and an LSL replacement (LSLR) plan if lead or lead goosenecks are found by October 16, 2024. The LSL inventory which is mandated by USEPA and the Connecticut Department of Public Health (CTDPH) requires that Waterford creates an inventory of the existing water service lines materials (plastic, copper, lead, galvanized, other) on public and private side in Waterford's water system and identify which service lines may be galvanized or contain lead.

Utility Commission Operational Projects

- All wastewater collection system components and equipment are operational with exception of:
 1. Pump number 1, the Ed Machinski, at Evergreen is offline a replacement pump installation is underway at Evergreen
- O'Neill Theater tie-in for The Barn and Production Cottage, the Utility Commission and Public Works have partnered on this project to connect the back half of the theater building (The Barn) and the Production Cottage to our system. This work is being done by our on-call contractors and WUC/DPW staff; site work began in September pump startup was attempted on Friday December 6th, however one of the pumps motors was bad, a replacement pump will be delivered next week and startup will be scheduled thereafter.
- The Asset Management software project is underway and improvements to our GIS program continue.
- Municipal Waterworks Meetings: a meeting is scheduled for 1:30pm December 12th.
- Municipal Wastewater Flow Metering verification was performed by an independent vendor, the Utility Commission continues to work with New London to come to terms with meter types and locations to move forward and resolve the flow data discrepancies.

Respectfully Submitted,

Jill N. Stevens

Director of Utilities