



WATERFORD UTILITY COMMISSION

DATE: November 12, 2024

PLACE: 1000 Hartford Turnpike

PRESIDING: Acting Chairman Ray Valentini

MEMBERS PRESENT: Tom Dembek, Rodney Pinkham and Jerry Porter

ABSENT: Chairman Ken Kirkman

ALSO PRESENT: Attorney Nick Kepple, Legal Counsel
J. Robert Tuneski, Finance Liaison
Staff: Jill Stevens, Director of Utilities

Acting Chairman Valentini called the meeting to order at 6:10 pm

CITIZEN SESSION-

None

SECRETARY'S REPORT

MOTION Made by Mr. Pinkham to approve the Minutes of September 10th, Mr. Dembek seconded.

VOTE The motion passed unanimously.

BILLING ADJUSTMENTS

The Commission reviewed the September and October adjustments. The adjustment report will be kept in the office for review.

EXPENDITURES

MOTION Made by Mr. Pinkham to approve the September and October 2024 bill list, Mr. Dembek 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.
- **Collection's Report**
The report was reviewed by the Commission. Attorney Kepple reported that 60 new referrals were received to open a collection file for. Also, there is one foreclosure that is actively being pursued by the Town to collect for taxes and sewer use.
- **Financial Report**
The financials for September were reviewed.
- **Ad-Hoc Water Committee**
Mr. Valentini reported that the first meeting was held in October that was an introduction meeting. The next meeting is scheduled for November 19th.
- **Contract Review**
Ms. Stevens presented three contracts to be considered and approved by the Commission for Utility Commission projects.

Water and Wastewater Standards – Wright Pierce

MOTION made by Mr. Pinkham to approve the engineering services proposal from Wright Pierce for Development of Sanitary Sewer and Water Distribution System Standard Manual and Details for WUC in the amount of \$36,800.00, seconded by Mr. Dembek.

VOTE The motion passed unanimously.

Contract 1 Easement Restoration Final Design-Wright Pierce

MOTION made by Mr. Pinkham to approve the proposal for Engineering Design Service for Contract 1 Interceptor Easement Restoration Project (Phase One) in the amount of \$32,800.00, seconded by Mr. Dembek.

VOTE The motion passed unanimously.

SCADA On-Call Agreement- Wright Pierce

MOTION made by Mr. Pinkham to accept the SCADA On-Call Maintenance agreement Task #5 as presented and not to exceed the limit of \$10,000.00 as presented, seconded by Mr. Dembek.

VOTE The motion passed unanimously.

NEW BUSINESS

West Street Municipal Extension- This subject was tabled for next month meeting.

Approval of 2025 Meeting Schedule- Draft of proposed meeting schedule was proposed and reviewed.

MOTION Made by Mr. Pinkham to approve the schedule of Regular Commission meeting for the Year 2025, seconded by Mr. Porter

VOTE The motion passed unanimously.

WATER

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

CORRESPONDENCE

Letter from East Lyme requesting an increase to sewer capacity allocation.

PLANS REVIEW –

Roberts Court-A sub division proposed plan is being presented at a Planning and Zoning meeting for approval. If approved then WUC will review plans at that time. This sub division will have a private water and sewer main.

PERSONNEL

- Assistant Director Posting
There is an interview scheduled for Tuesday, November 19th.
- Sewer Tech I Posting
There are four candidates to be interviewed on Nov 14th.

OTHER

Boston Post Rd Settlement at Brill Ave

A meeting was held with the State and Turello Contracting to come up with an agreement on how to resolve this issue. WUC agreed to hire Turello to patch the settled area for the winter to avoid any safety concerns.

ADJOURNMENT

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

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

VOTE The motion passed unanimously.

Respectfully submitted,
Amy Windle
Recording Secretary



WATERFORD UTILITY COMMISSION

Director's Report

November 12, 2024

This report summarizes the Commission's ongoing projects and operational activities as of 11/12/24

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 began reviewing the report last week. 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 winter/early 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: \$491.23

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 Dock Road, Richards Grove Road, Old Barry Road, Quaker Hill Center, Oil Mill, Oswegatchie Rd and Niantic River Road stations are complete. Work continues at Shore Rd is complete; the Ridgewood Ave station work will begin next week. 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

Preliminary Design is complete. Wright-Pierce provided a fee proposal on a time charge basis with a not to exceed fee of \$32,800 for the final design package (drawing and specs) to be used for contractor bid

solicitation and construction for Phase One of the restoration project. 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: \$423,391.18

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

The Lead Service Line Inventory was submitted on October 16, 2024, as required. The submitted inventory reported 2 lead lines, 25 galvanized steel requiring replacement (GRR), 1740 unknown material type, and 5772 confirmed non-lead water service lines. Notices to all customers with service lines categorized as lead, GRR, or unknown will receive a letter within 30 days after the submission notifying them of their status and outlining the EPA guidelines for reducing the risk and impact of lead exposure. 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 will be installed. The component parts have arrived from the manufacturer and additional materials needed have been ordered, we anticipate the pump installation will be complete and operational in December.
- 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 and work is anticipated to be complete by early December.
- The Asset Management software project is underway and improvements to our GIS program continue.
- Municipal Waterworks Meetings the last meeting was October 1, 2024, another meeting is being scheduled for the beginning of December.
- 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. A bill was received for 50% of the flow discrepancies today, after much discussion with New London and our consultants we have agreed to pay half of the bill now and the remainder once we have agreed upon a strategy to resolve this issue, in a similar manner as we pay estimated bills and a "true up" at the end of a fiscal year.

Respectfully Submitted,

Jill N. Stevens

Director of Utilities