



WATERFORD UTILITY COMMISSION

DATE: September 10, 2024

PLACE: 1000 Hartford Turnpike

PRESIDING: Chairman Ken Kirkman

MEMBERS PRESENT: Tom Dembek, Raymond Valentini, Rodney Pinkham and Jerry Porter

ALSO PRESENT: J. Robert Tuneski, Finance Liaison

Michael Elbaum, Member of Ad-Hoc Water Committee

Staff: Jill Stevens, Director of Utilities

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

CITIZEN SESSION-

None

SECRETARY'S REPORT

MOTION Made by Mr. Pinkham to approve the Special Meeting Minutes of August 21st, Mr. Valentini seconded.

VOTE The motion passed unanimously.

BILLING ADJUSTMENTS

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

EXPENDITURES

MOTION Made by Mr. Pinkham to approve the August 2024 bill list, Mr. Valentini 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.

Fargo Water Tank Rehabilitation-Ms. Stevens explained the change order received from USG Water Solutions for two tasks completed during the tank rehabilitation, Task 1 was for Emergency Management equipment and Task 2 was for work to correct an error on the design plans. There was discussion and questions asked from the Commission.

MOTION Made by Mr. Porter to abstain from paying Task 2 on the change order from USG Water Solutions, seconded by Mr. Valentini.

VOTE The motion passed unanimously.

- **Collection's Report**

The report was reviewed by the Commission. Ms. Windle reported that 113 letters were sent out to residents to try and collect overdue payments before referring to the Town's Attorney for collection.

- **Financial Report**

The financials were not available to be able to report for August.

- **Ad-Hoc Water Committee**

Mr. Valentini reported that he was going to schedule a meeting in October. He has also requested information from Ms. Stevens to help him.

NEW BUSINESS

None

WATER

- **City of New London/Veolia Report.**

The report was reviewed by the Commission.

PLANS REVIEW –

None

PERSONNEL

- **Assistant Director Posting**

No qualified applications have been received.

OTHER

Evergreen Avenue Pump 1 Replacement

We are currently waiting on parts before this project can begin.

ADJOURNMENT

With no further business before the Commission, the meeting adjourned at 6:45 p.m.

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

VOTE The motion passed unanimously.

Respectfully submitted,
Amy Windle
Recording Secretary



WATERFORD UTILITY COMMISSION

Director's Report

September 10, 2024

This report summarizes the Commission's ongoing projects and operational activities

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. 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.

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 should be installed by September 23rd.
- Power wash building & fencing at fuel tank – will be completed when doors are installed
- Gas line install to building – Eversource is scheduled to install this month at some point. Contractor states he is struggling getting any information from Eversource on the gas line and has elevated his request as his onsite contact has not returned his calls.
- Gas line run from regulator/ meter to building entrance – Holzner/ mechanical contractor to run underground gas line from regulator to north side after Eversource work is completed
- 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: \$621.31

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

5. Fargo Water Tank Rehabilitation.

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

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.

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, upon completion; the Ridgewood Ave station is next on the list. 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

Wright-Pierce will provide a fee proposal for the final design package (drawing and specs) to be used for contractor bid solicitation and construction by September 9, 2024.

Preliminary Design is complete, Access alternatives are currently being reviewed.

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: \$459,429.42

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 and Leary Drive, a total of 64 services were investigated, of which 40 were identified as plastic service lines and replaced, this amounted to 928 LF of service line replacement on these streets. The crew is currently working on Country Club Drive and will then head to Albacore and Marlin Drives. Letters to the residents of Albacore and Marlin Drives have been sent out, and Call Before You Dig requests have been completed. The replacement of services previously scheduled for Old Norwich Rd was pushed off until the fall of this year at the earliest.

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.

Water Revenue Funded Projects

9. The Lead and Copper Rule

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

Original Task Fee Proposal: \$98,763.00

There are currently 3,202 responses in the online survey as of 9/6/2024, this private side inventory (data) represented approximately 44% of the total information related to the private side. The online survey data was brought into the Lead Service Line inventory spreadsheet and has been reviewed and entered.

WUC has completed 154 requested inspections of individual private water service connections since June. Service Line Material Inventory mailing and online survey finalized in April 2024, a second mailing was sent to non-respondents in July of 2024, and another round for apartment and condo residents specifically was sent out today, September 6, 2024. 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 and a replacement pump will be installed when the component parts arrive from the manufacturer.
 2. There was a sewer back up in the Richards Grove Road drainage basin on August 30, 2024 in the evening, insurance claims have been submitted by the two properties impacted and the Town's insurance company is conducting an investigation.
- 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 on last week, materials have been ordered and work will resume Wednesday September 11, 2024.
- The Asset Management software project is underway and improvements to our GIS program continue.
- Municipal Waterworks Meetings – no meetings have taken place since the August 21, 2024 Commission meeting.
- 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