



**WATERFORD UTILITY COMMISSION
Special Meeting**

DATE: August 21, 2024

PLACE: 1000 Hartford Turnpike

PRESIDING: Chairman Ken Kirkman

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

ALSO PRESENT: Attorney Nick Kepple, Town Counsel

Staff: Jill Stevens, Director of Utilities

Chairman Ken Kirkman called the meeting to order at 6:03 pm

CITIZEN SESSION-

None

SECRETARY'S REPORT

MOTION Made by Mr. Valentini to approve the Special Meeting Minutes of July 16th and Special meeting Minutes of July 24th, Mr. Dembek seconded.

VOTE The motion passed unanimously.

BILLING ADJUSTMENTS

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

EXPENDITURES

MOTION Made by Mr. Pinkham to approve the July 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.

- Collection's Report
The report was reviewed by the Commission.
- Financial Report
The financials were reviewed by the Commission.
- Ad-Hoc Water Committee
Mr. Valentini stated there was nothing new to report.
- Connecticut College Municipal Sewer Connection
Ms. Stevens stated she and Mr. Bartelli had a meeting with the college to go over technical standards and specifications of connecting to our Wastewater system, prior to his retirement. Also, the college was provided the Sewer Connection Fee for when the fee will be levied.
- Asset Management Software
Ms. Stevens reported that bi-weekly meetings with Beehive are ongoing and the implementation is progressing well.
- Plastic Water Service Replacement Program
Ms. Stevens reported that the program is going well, and gave an update of the roads remaining for this season.

NEW BUSINESS

- SCADA System Proposal
Ms. Stevens went over the proposal with the Commission and reported the need for an upgraded SCADA system. Discussion ensued and Ms. Stevens answered questions from the Commission members.

MOTION Made by Mr. Valentini to approve the use of \$147,600.00 from the Sewer Development & Maintenance fund for the SCADA Upgrade-Design-Build Engineering Services and employing a bid waiver: It's in the best interest to waive the bid for this work given the fact that the SCADA system which serves 28 pump stations has malfunctioned and disrupted operations, the system has exceeded its useful life and the delay involved with going out to bid would place the Town in jeopardy of additional system failures. Further the Town will be using the Town's previously vetted on call Engineer services for this work, seconded by Mr. Dembek.

VOTE The motion passed unanimously.

WATER

- Fargo Road Water Tank Update
This project is almost completed and going well. Shortly, there will be coordination meeting with all interested parties, including New London/Veolia, to discuss the disinfection and refill process. The project is anticipated to be complete by September.
- City of New London/Veolia Report.
The report was reviewed by the Commission.
- Municipal Waterworks Meeting Update
Ms. Stevens reported that there has not been a meeting since June but she plans to schedule one for the beginning of September.

Correspondence

PLANS REVIEW –

None

PERSONNEL

- Sewer Technician 1 Posting
There were three applicants for this position but when interviews were scheduled the Town discovered, two applicants had found employment elsewhere. A young man who is currently working in our seasonal position applied for this position and interviewed yesterday.
- Assistant Director Posting
No applications have been received at this time.

OTHER

Evergreen Avenue Pump 1

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

Inter-Municipal Flow Metering

Ms. Stevens stated that there are no updates to report.

ADJOURNMENT

With no further business before the Commission, the meeting adjourned at 7:05 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

August 20, 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. 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 LI # 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 is November 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 3-4 weeks before we see them. Thinking mid-September install
- 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 we will get 2 weeks' notice from Eversource when they set an actual date.
- 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 Budget: \$621.31

We have set up a new vendor for the purchase of components with Finance and the parts were ordered and many 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 Budget: \$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 pending from Haley Ward.

The interior wet surfaces are 100% complete with the exception of the disinfection process. The interior dry surfaces are 98% complete, insulation installation is outstanding. The exterior will be 98% done by weeks end, site cleanup is underway, the grit has been removed and the blocks used for securing the containment system are being removed today. The project is anticipated to be completed by September.

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. Works is ongoing at Shore Rd, which is at about 80% completion as of 8/19/2024, 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 \$250,000.00

Current 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 during the week of 8/19.

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 Li# 20531-57881 \$550,000.00+ \$181,300.00 = \$731,300.00

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.

Current Available Balance: \$459,429.42

The Maintenance crew is currently working on Goshen Rd and Leary Drive, the crew will be moving to Country Club Drive by the beginning of September and then heading to Albacore and Marlin Drives the first week of September. Call before you dig requests will be made this week, and letters to the residents will be sent out by the end of the week. 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. The City of New London contract service provider, Veolia replaced 21 plastic services on Shore Road and Waterford Utility Commission Maintenance Staff replaced 16 services on Shore Rd. Waterford crews also replaced 35 services on Niantic River Road and 38 services within the Tiffany neighborhood and replaced 41 services within the Birdville neighborhood. To date a total of 2,488 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 \$98,763.00 Wright-Pierce Engineers (W/P) L.I. # 21131-55302
Service Line Material Inventory mailing and online survey finalized in April 2024. There are currently 2,818 responses in the online survey as of 8/19/2024. The online survey data was brought into the Lead Service Line inventory spreadsheet and has been reviewed and entered. As of 8/14/2024 there were 1,887 responses to the online survey, this private side inventory (data) represented approximately 25% of the total information related to the private side. WUC has completed 134 requested inspections of individual private water service connections since June. 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.

10. Bloomington Rd Low Pressure Evaluation \$13,900.00 Wright-Pierce Engineers (W/P) L.I. # 21131-55303

The Engineering Report has been accepted by the Commission, at this time the Commission moved to take no further action.

This evaluation entails the engineering services to reevaluate options to enhance residential and fire protection pressures on Bloomington Road, near the Gallows Lane tank. The Connecticut Department of Public Health (CT DPH) regulations require water systems to maintain a minimum pressure of 25 psi in their water distribution system and a minimum of 20 psi during a fire flow event. In 2004, the Waterford Utility Commission (WUC) received complaints of low pressure from residents on Bloomington Road, near the Gallows Lane tank. In a subsequent sanitary survey, CT DPH cited a violation for water pressures below 25 psi and 20 psi at services in this area. The proposed evaluation is to review recommendations from previous study, update construction cost estimates, and evaluate new alternatives. Work on this project continues.

Utility Commission Operational Project

- All wastewater collection system components and equipment are operational with exception of:
 1. A SCADA design/bid proposal was received from W/P and is in front of the Commission for action.
 2. 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.
- The Asset Management software project is underway.
- Municipal Waterworks Meetings Update.

- Municipal Wastewater Flow Metering verification was performed by an independent vendor, the Utility Commission is working 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