



WATERFORD UTILITY COMMISSION

DATE: June 11, 2024

PLACE: 1000 Hartford Turnpike

PRESIDING: Acting Chairman Ray Valentini

MEMBERS PRESENT: Tom Dembek, Rodney Pinkham and Steve Negri

ALSO PRESENT: Robert Tuneski, Board of Finance Liaison

Staff: James A. Bartelli, Director of Utilities
Jill Stevens, Assistant Director of Utilities

MEMBERS ABSENT: Chairman Ken Kirkman

Acting Chairman Ray Valentini called the meeting to order at 6:05 p.m.

Thomas Schacht

MOTION Made by Mr. Negri to move Thomas Schacht up on the agenda, seconded by Mr. Dembek.

VOTE The motion passed unanimously.

Mr. Schacht presented to the Commission some contractual concerns he had with the City of New London and the inter-local water agreement. Mr. Pinkham asked for Mr. Schacht to speak and present his findings to our Town Attorney, Nick Kepple.

CITIZEN SESSION-

None

SECRETARY'S REPORT

MOTION Made by Mr. Pinkham to approve the Minutes of the May 14th meeting, Mr. Dembek seconded.

VOTE The motion passed unanimously.

BILLING ADJUSTMENTS

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

EXPENDITURES

MOTION Made by Mr. Negri to approve the May 2024 bill list, Mr. Pinkham seconded.

VOTE The motion passed unanimously.

OLD BUSINESS

- Director's Report
Mr. Bartelli reviewed his 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.
- Ad-Hoc Water Committee
Mr. Bartelli introduced Mr. Mike Elbaum to the Commission as the newly appointed member of the Ad-Hoc Water Committee. Mr. Bartelli reported that Mr. Valentini, Mr. Elbaum and he have already met to go over the purpose of the committee.
- Connecticut College Municipal Sewer Connection
Ms. Stevens did get a response from the College in regards to the occupancy count. The College has hired a firm to obtain an accurate number for beds. The College requested that we move forward with the calculation of the sewer connection fee and use the 540 bed count and adjust the fee at a later date if warranted.
- Utility Commission Policy 3011 Draft
Ms. Stevens explained that there was one change to the current policy. At the end of the policy language was added for water deduct meters to be replaced every 15 years.

MOTION Made by Mr. Pinkham to approve and adopt the revise version of Policy #3011, seconded by Mr. Negri.

VOTE The motion passed unanimously.

- 2025 Wastewater Enterprise Operating Fund & Fleet Plan
Mr. Bartelli and Ms. Stevens reviewed the two versions of the FY25 Operating Fund to the members of the Commission. One version of the budget has a 7.9% increase and

using the Sewer Development and Maintenance Fund to kick start our Fleet Plan. The other version has a 15.50% and does not use funds from the Sewer Development and Maintenance fund.

MOTION Made by Mr. Pinkham to approve the FY25 Operating Budget Fund that has a 7.9% increase and using the Sewer Development and Maintenance Fund, seconded by Mr. Negri.

VOTE The motion passed unanimously.

- Asset Management Software
Ms. Stevens reported that on June 12th there is a kick off call with Beehive.

NEW BUSINESS

- On-Call Contractor Bid Review
Mr. Bartelli reported on the bids received. There were five total and two were new companies. The three that came in the lowest were Prime Electric, Peter S. Turello, LLC and Deedy Construction Company.

MOTION Made by Mr. Dembek to accept the bids from Prime Electric, Peter S. Turello, LLC and Deedy Construction Company.
seconded by Mr. Pinkham.

VOTE The motion passed unanimously.

- Generator Preventative Maintenance Bid Review
There was just one company that submitted a bid. Mr. Bartelli reviewed that bid and thought the prices were fair for our department. The company is A&J Generator Equipment.

MOTION Made by Mr. Pinkham to make a recommendation to the First Selectman to award the bid to A & J Generator Equipment, seconded by Mr. Negri.

VOTE The motion passed unanimously.

WATER

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

Municipal Waterworks Meeting Update
There is a meeting scheduled for June 24th.

Correspondence

Mr. Bartelli's Retirement Notice to the First Selectman-Mr. Bartelli took this moment to express his appreciation to the Commission and to Jill Stevens. Mr. Bartelli also communicated that he would help with a smooth transition to the next director.

PLANS REVIEW –

None

PERSONNEL

- Fred Lathrop, Survey Party Chief will be retiring on July 5th. His service has been much appreciated!
- The Compliance Enforcement Technician Job, an applicant has been hired for this position and will start on June 17th.

OTHER

ADJOURNMENT

With no further business before the Commission, the meeting adjourned at 7:26 p.m.

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

VOTE The motion passed unanimously.

Respectfully submitted,

Amy Windle
Recording Secretary



WATERFORD UTILITY COMMISSION

Director's Report

June 11, 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: \$244,508.29

This is an ongoing project. Temporary Sewer Flow meters have been installed within the Richards Grove wastewater basin for the past two months. Wright –Pierce field crews are scheduled to be on site June 24th for the week to perform manhole inspections, smoke testing. Smoke testing notices are being printed and will be distributed to households 24-48 hours prior to smoke testing. 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 additional inflow and infiltration I&I evaluation and Sewer System Evaluation Study (SSES) for the Richards Grove drainage area. 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

This is Work in Progress. Materials are currently stored in Holzner's warehouse. 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. Total available funds are \$2,319,410. 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: \$30,000.00

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: \$44,790.34

This month 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. In addition, siding repairs were conducted at Stoney Brook 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.

The interior of the Tank's wet and dry sides have been sandblasted and primed, exterior sandblasting is anticipated to start this week. The pitting's within the interior of the tank identified last month were ultrasonically tested and evaluated. The pits were found to be within tolerance. A recommendation was made by our consulting engineer to apply an epoxy coating on the pitted areas in lieu of spot welding. A change order reduction is currently being prepared.

An on-site pre-bid meeting was conducted on May 17, 2023

Bids were received May 31, 2023 which ranged from \$999,900 to \$2,214,000.00. The Utility Commission accepted the recommendation from Haley Ward Engineering dated June 23, 2023. The 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, 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. 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. March 28, 2024 is the target date to receive a preliminary design package.

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: \$496,904.58

The Maintenance is currently working on Goshen Rd, Leary Drive, Spiniker Drive and Country Club Road next week.

The replacement of services previously scheduled for Old Norwich Rd was pushed off till the Fall.

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

The Water Service Line Material Surveys were mailed out last week to all of our customers and made accessible on line.

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

The Engineering Report is being reviewed by staff.

This evaluation entails the engineering services to reevaluate options to enhance residential and fire protection pressures on Bloomingdale 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 Bloomingdale 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 to :
 1. A SCADA evaluation proposal was received from W/P and is being reviewed by staff.
- Caroline Ct land acquisition was approved by P&Z and will be forwarded to the RTM for final action.
- The Asset Management software kick-off meeting is scheduled for 6/12/
- The Compliance Enforcement Technician position has been offered to an applicant. The applicant will start 6/17/24
- The On-Call Contractor Bids closed May 21, 2024
- The Generator Service Contract Bid closed on June 4, 2024, one bidder submitted.
- Municipal Waterworks Meetings Update.
- Municipal Wastewater Flow Metering verification continues. The City has installed their own meters parallel to ours, the readings do not match up, as result we collectively are in the process of soliciting flow metering services from an independent vendor.

Respectfully Submitted,

James A. Bartelli

Director of Utilities