



WATERFORD UTILITY COMMISSION

DATE: December 12, 2023

PLACE: 1000 Hartford Turnpike

PRESIDING: Chairman Ken Kirkman

MEMBERS PRESENT: Tom Dembek, Steve Negri and Ray Valentini

MENBERS ABSENT: Rodney Pinkham

ALSO PRESENT: Staff: James A. Bartelli, Director of Utilities
Jill Stevens, Assistant Director of Utilities
J. Robert Tuneski, Finance Liaison
Attorney Nicholas Kepple, Legal Counsel

Chairman Ken Kirkman called the meeting to order at 6:00 p.m.

CITIZEN SESSION-None

SECRETARY'S REPORT

MOTION Made by Mr. Negri to approve the Minutes of the November 14th meeting, 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. Negri to approve the November 2023 bill list, Mr. Dembek 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 and Attorney Kepple gave an update. He reported that our department referred 68 new files to his office.

New Business

- **Capital Improvements Plan FY 25-29**
Mr. Bartelli reviewed the report to the Commission and went over the major requests and change regarding the Fleet Program being funded by the Utilities' Enterprise Fund.
- **2023 Utility Commission Annual Report Review**
Mr. Bartelli went over the Annual Report with the Commission. Attorney Kepple and Mr. Tuneski both replied and said that Waterford Utilities Annual Report was very informative about the Department's operation. It was also suggested that the report be posted in a prominent position on the website for the residents to read.

Water

City of New London/Veolia Report.

The monthly report was provided to the Commission to review.

Mr. Bartelli provided an update of the ongoing Water Related Items meetings with the City and their systems operator and indicated that the meeting are very productive.

PFAS Settlement Opt Out notice for lawsuit. Mr. Bartelli and Attorney Kepple explained what PFAS is and why it was important for the Town to opt out of the current lawsuit.

Commissioner Valentini requested that the Commission create a Water Task Force sub-committee to evaluate the Town's water supply, demands and operations for the next 50 years and beyond. Chairman Kirkman tasked Mr. Bartelli to work with Commissioner Valentini to establish members of the proposed Task Force Committee and provide more information for consideration at the next regular meeting.

PLANS REVIEW

None

PERSONNEL

Mr. Bartelli gave an update on the process of a new job description to replace the recently vacated Construction Inspector position. The new position would be labeled as a Compliance Technician. Mr. Bartelli stated that the description is being reviewed by Human Resources.

OTHER

ADJOURNMENT

With no further business before the Commission, the meeting adjourned at 7:25 p.m.

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

VOTE The motion passed unanimously.

Respectfully submitted,
Amy L. Windle
Recording Secretary



WATERFORD UTILITY COMMISSION

Director's Report

December 12, 2023

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

Current Capital 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: \$283,485.86

A proposal was executed this month in the amount of \$27,500 to conduct a Sewer System Evaluation Study within the Richards Grove sewer basin. This drainage area has been identified as one of the larger contributors of inflow or infiltration to the Waterford Collection System. Past I&I surveys conducted in-house were inconclusive. This study will commence in the Spring, during the high water table timeline. 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. 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

Holzner has submitted their schedule of values, which is currently being reviewed by our consulting engineer.

A proposal for contract administration services was received. A meeting is planned next week with the engineering firm to discuss the C/A proposal with the intent to reduce the scope of the proposal.

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

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 and Mago Pt, and the exterior siding was replaced at the Waterford Village and Bolles Ct stations. And 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.

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 recommendation the Fargo Water Tank refurbishment project be awarded to Utility Service Company for the bid price of \$990,900.00 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, 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 standpipe 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 are currently being evaluated by our consulting engineer; a report of findings is anticipated within two weeks.

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. All of the cellular amplifier equipment has been received. Utility Commission staff will be installing the amplifiers during the process of the controls upgrades.

7. Contract #1 Sewer Easement Access Project

Capital Improvement Fund L.I. 33123-55019 \$250,000.00

Current Available Balance \$174,800.00

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. Contract drawing submissions are scheduled to be received by mid December.

8. Plastic Water Service Line Replacement Program

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

Current Available Balance: \$517,086.58

Work commenced on this 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. We are currently evaluating additional roads in the Quaker Hill section of town that DPW intends on resurfacing, which will require service line replacement prior to any

roadwork. The Scheduled water service replacement program is currently suspended until spring.

Operational and Other

- All wastewater collection system components are operational with exception to :
 1. The SCADA server #1 which is experiencing issues. A meeting was conducted on December 4th with NIC Systems, a system integrator, to discuss a corrective action plan. A proposal to correct this deficiency will be forthcoming.
 2. Bolles Ct Wastewater Pump Station Emergency Generator. The control panel has failed and is currently being addressed by the manufactures representative. An P.O. has been issued to H.O.Penn for a portable standby generator which is anticipated to be delivered 12/8/23
- Caroline Ct land survey is complete and the monuments are set. A request has been sent to the First Selectman to initiate the CGS 8-24 process. The issue is currently being reviewed by legal council, a meeting is scheduled next week to discuss next steps.
- The GIS migration to be hosted by Tighe & Bond is work in progress.
- The Asset Management software project proposal will move forward upon migration of the GIS system.
- LCRR Inventory Proposal by W/P was acted on by the B.O.S on October 24,2023
The proposal has been executed.
- A proposal to conduct an Inflow and Infiltration Study within the Richards Grove Basin has been executed
- A revised Job Description for the Assistant Inspector has be submitted in DRAFT form to the Director of Human Resources.
- The Cross Country Easement clearing program started this week. This work is being conducted in-house utilizing a rented track machine with a brush cutter.
- The new in-door fuel tank has been installed at the Stoney Brook station, the underground tank is scheduled to be pulled next week.
- We are currently reviewing our Water and Wastewater Standards and Specifications the last update was 2006. A proposal will be forthcoming.
- The Utility Commission's Annual Report and FY 25 Capital Improvements Plan was submitted to the First Selectman and Finance Director on 11/22/23

Respectfully Submitted,

James A. Bartelli

Director of Utilities