



WATER POLLUTION CONTROL AUTHORITY

The City of Ansonia
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Ansonia, Connecticut 06401
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Regular Meeting

February 3, 2016

Present: Nunzio Parente, Chairman
Carmine Durante
William Nimons – arrived 7:40 p.m.
Ken Plavnicky
Charles Stowe
Robert Turschmann

Absent: Andrew Geruntho - excused

Others in Attendance: Rita St. Jacques
Richard Bshara
Brian Capozzi
John Tomasella, Shift Operator

The Regular Meeting of the Ansonia Water Pollution Control Authority was called to order at 7:00 p.m. by Chairman Parente.

All present rose and pledged Allegiance to the Flag.

The secretary called the roll. There was a quorum present.

DISCLAIMER: The minutes of the WPCA provided by the Secretary are not verbatim and are the best effort of the Secretary to capture all of the conversations taking place during the meeting.

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Approval of Minutes

Mr. Durante made a motion to accept as written and place on file the minutes of the January 6, 2016 Regular meeting and the January 6, 2016 Organizational meeting. Mr. Turschmann seconded. All in favor, the motion carried.

Public Session

Chairman Parente asked if there was anyone from the public who wished to address the Commission.

Paula & Frederick Baker
12 West Brookside Ave.
Ansonia, CT 06401

Ms. Baker said she is here this evening to discuss the damage to her property at 12 West Brookside Ave.

Chairman Parente said that this item is on the agenda and Ms. Baker can address the Commission at that time.

Chairman Parente asked three (3) times if there was anyone from the public who wished to address the Commission. There being no one, he closed the public session.

Sewer Administrator's Report (copy on file in the Town Clerk's office)

Rita St. Jacques, Sewer Administrator was present.

Ms. St. Jacques reviewed her report with the Commissioners. She said she included a copy of the letter she sent to Ms. Benfanti which covered everything discussed by the commission. The reminder postcards were mailed out. She said that there were 67 applicants for Ms. Turschmann's position. Mr. Marini presented 6 applicants and Ms. St. Jacques requested 2 applicants for the interviews. There will be a total of 8 people interviewing for the position.

Mr. Plavnicky asked who will be included in the interview process.

Ms. St. Jacques said Mr. Marini, Mr. Dziekan, Mr. Bshara and herself.

Alderman Stowe said for the record the Corporation Counsel can't hold any other positions per the Charter.

Chairman Parente asked Alderman Stowe if he knew he was going to bring this up at the meeting.

Alderman Stowe said he heard it and Mr. Marini is Corporation Counsel and it is in the Charter.

Chairman Parente advised Alderman Stowe to bring it to the attention of the Board of Aldermen and advise WPCA next month.

Alderman Stowe said he will keep the Commission informed.

The discussion continued on duties of the Personnel Director and Corporation Counsel and what the Charter states.

Mr. Plavnicky asked who will be representing the WPCA Board at the job interviews. He said someone should be there from the Board.

Chairman Parente said as long as Ms. St. Jacques is involved he doesn't have a problem.

Ms. St. Jacques said she asked for Mr. Bshara to be involved in the interviews because he is very knowledgeable and knows what is required to do the job. She invited Chairman Parente to attend the interviews if he wished.

Ms. St. Jacques said the major concern is running of the office. There is a lot of money that comes through the office and she needs someone she can count on. She said that she may be out for four to five weeks and she needs someone she can count on to do the work. She said from her heart she needs someone she can count on because she wants the office to run smoothly and effectively.

Chairman Parente asked Ms. St. Jacques to advise him and the Commission of what is happening.

Ms. St. Jacques said she may need a transfer for postage. She had a couple of extra mailings for the year. She sent out Delinquent Notices and QDS sent out two mailings for WPCA. She reviewed the Due to/Due From report. Ms. Turschmann left WPCA the beginning of January 2016 and Ms. St. Jacques is not sure when she should be removed from WPCA benefits.

Discussion on the reimbursement for health benefits.

Chairman Parente requested the secretary send a letter to Mr. Marini advising him that WPCA will pay for Ellen Turschmann's benefits for January and the City of Ansonia must assume them for February 2016 and beyond. The City of Ansonia's obligation for her benefits begins February 1, 2016.

There was discussion on the bank balance and whether the bank lowered the interest rate. Mr. Bshara explained the interest rate and how it is calculated and the WPCA money market account rates.

Ms. St. Jacques said the Grand Rate Book Balance sheets are included in her packet. Marshall Davies' January collection is just under \$70,000. He collected \$15,700 from Birmingham

Health this month for a total of \$34,000. He has been very aggressive in his collections. She said WPCA annual collection rate is rising and the Marshall is doing a good job. She said they have been collecting a lot of the old outstanding bills.

Mr. Durante said he would like to make a note that this Board and Ms. St. Jacques took an aggressive approach to doing the job and it is going well. We have the right person doing the job. He thanked Ms. St. Jacques for doing a great job in WPCA.

There was discussion on the collection for Ansonia Copper & Brass past due bills. WPCA was told it was hands off for AC&B. Chairman Parente said the Marshall may be working on some of the clients that owe WPCA a lot of money. He said WPCA doesn't have this information from him and we don't get any feedback from him as to whom he is collecting from.

Alderman Stowe made a motion to ask Marshall Davies to come to the next WPCA meeting. Mr. Plavnicky seconded. All in favor, so carried.

Ms. St. Jacques said the WPCA Board members need to think about the rate for the Special Project Bill 554. This is a June bill and we need to hold a Public Hearing in April and set the rate.

Mr. Bshara explained the billing for the Projects. He said about 2.4 million is billed. WPCA was collecting prior to the first payment a couple of years back and we built up a cushion because we don't collect 100%.

Chairman Parente said at some point we want to pre-pay some of the loan. He asked Mr. Bshara what he figured for the Nitrogen funds and if those funds could pay down on the loan.

There was discussion on the Nitrogen funds and the collection for the project 554 . Mr. Bshara explained how figures for the total income/expenditure side may affect the funds. If \$700,000 is collected and \$575,000 is budgeted there may be money over budget to pre-pay. He said he will look at the figures. The commissioners discussed Project 311, it is still behind in collection.

Alderman Stowe said WPCA is obligated to do something with the repayment of the loan.

Mr. Durante made a motion to accept Ms. St. Jacques' report as presented. Alderman Stowe seconded. All in favor, so carried.

New Business

Paula & Frederick Baker
12 West Brookside Avenue
Ansonia, CT 06401

Ms. Baker explained to the WPCA Board members what happened to her driveway and the damage that occurred. She said that on December 30, 2015 WPCA & PWD were working on the Pump Station and they could not get into their driveway because the truck was there.

Mr. Plavnicky asked why they didn't move the truck so they could get into the driveway.

Ms. Baker said the truck was broken. The workers were there for two days. On New Year's Day there was debris left behind and she noticed cracks in the driveway and oil stains. This is a new driveway that cost \$4300. She said she called Mr. Cegelka and he referred her to Mr. Capozzi. Mr. Capozzi took pictures and they took pictures. Mr. Capozzi invited them to come to the meeting this evening.

Chairman Parente noted for the record that Mr. Nimons arrived at the meeting at this time (7:40 p.m.)

Ms. Baker showed the Commissioners the pictures that she had taken.

Alderman Stowe asked if the driveway was long.

Mr. Baker said it is about two to three car lengths.

Chairman Parente asked where the damage was to the driveway.

Ms. Baker said at the end of the driveway.

Mr. Capozzi explained that the truck was not broken that was in the driveway. The crane was broke. It was hooked up to the pump and could not be moved because it was dangling in the air.

Ms. Baker said that D&L Landscaping, Trumbull did the driveway work.

Chairman Parente asked if they had a copy of the invoice for the work done on the driveway and if they had a breakdown of the work.

Mr. Baker said he didn't bring it with him this evening.

Chairman Parente said the WPCA will need a copy of the invoice with a breakdown of the proposal on the bill or a statement of what was done in the driveway. He said he went to the home with Mr. Capozzi and took a look at the driveway. He said he would like to talk with D&L Landscaping and see a bill breakdown of the work. There are Belgium blocks and asphalt. He asked the class of asphalt that was used.

Ms. Baker did not know the class of asphalt.

Chairman Parente said they are in the preliminary stages right now. WPCA will get the information asked for and will review it and go from there.

Ms. Baker asked how long it will take to get it fixed.

Mr. Parente said the Board meets next month. He advised her the asphalt plants don't open until April.

Old Business

None

New Business

Mr. Plavnicky asked if there was anything done with regard to a letter to the Ansonia Residents on what to flush and what not to flush. He asked if Mr. Capozzi can prepare a letter for the Board to review so that it can be mailed to the residents.

Mr. Capozzi said he will draft a letter for the Board to review.

Discussion on getting this information out to the residents so that there may be fewer sewer backups from people flushing materials that should not be flushed. Mr. Nimons suggested that a letter be put in with the billing. Ms. St. Jacques said the billing is being mailed in June. Chairman Parente suggested that Mr. Plavnicky call Mr. Capozzi and Ms. St. Jacques when the letter is ready and then come back to the Board with the plan.

Deviate from the agenda

Alderman Stowe made a motion to deviate from the agenda and take the Financial Report at this time. Mr. Durante seconded. All in favor, so carried.

Financial Report

Mr. Richard Bshara was present.

Mr. Bshara said he left the information on the Recorder with the members. The cost is around \$180 to \$190 for the recorder which is a very sensitive digital recorder. It can be downloaded to the computer or the information can be put on a disk.

There was discussion on the Recorder and the many functions it has.

Mr. Plavnicky made a motion to purchase the Recorder recommended by Mr. Bshara in the brochure. Mr. Durante seconded. All in favor, so carried.

Mr. Bshara explained the collection report. He said the collections are at 111% above last year's total. The revenue is at \$886,000. They are within \$2000 to the tax system, to the ledger system and to the bank balance. They are posting the ledger daily. He is in the process of doing an analysis of the accounts and the projects. He is looking at the calculations where we should be for Project 311 and Project 554, Sewer Use and Capital. The spreadsheet can tell the payments and where they are. The analysis will take longer than he anticipated but he will get it done so

the Board can make a decision on pre-payment. He said the Audit went good. He will get copies for the WPCA.

Mr. Durante made a motion to approve Mr. Bshara's report as presented. Mr. Plavnicky seconded. All in favor, so carried.

Superintendent's Report (copy on file in the Town Clerk's office)

Supt. Brian Capozzi was present.

Supt. Capozzi reviewed his report with the Commissioners. He said there was a three hour OT call for the Sunset station on Jan. 29, 2016 for an alarm wire. The average sludge trucks for January was 6.25 a week. The average flow for the month of January was 1.7 MGD. He said he needs to transfer \$92 to Petty Cash. Arron Associates came down to program the effluent valve that was repaired and to look at the waste pump and the analog input board in the waste pump. The cost for this repair was \$2200. He said while they were at the Plant they fixed the clock with the scada computer and the pump. He said he still doesn't have the quote for the new crane truck.

Chairman Parente said the person handling this is Jason.

Mr. Capozzi said yes, he knows everything about the system and how it works.

Mr. Capozzi said they had to replace the second pump at the Sunset pump station with a new pump and they are getting estimates to repair the bad pump that was replaced. Homa Pump has it for the repair. There were a few ripped bags of the media for the odor control unit. The supplier sent us new bags. The carbon unit will be cleaned out and the new media will be installed. He said that Public Works needs more training on the VAC Truck and they will do the training with them. The CAT generator water pump is still leaking. The cost to repair is \$5000. H.O. Penn says they repaired the heads and head gaskets on this unit. The pump is on the lower part of the unit.

Chairman Parente discussed the amount of water that is leaking. He said before the water was all over the walls.

There was discussion on the amount of time the pump is running and the amount of water that is leaking from the pump. The generator runs about 15 minutes a month and the pump is weeping. He said there is regular maintenance on the pump. It is an 8 hour repair for the leak in the pump.

The discussion continued on the running of the generator under load to see if it leaks. They also discussed the cost to repair the CAT generator.

Mr. Capozzi said there was maintenance service to the Bart and Coe Stations done in January. There were no recommended repairs or service. He said they may do the batteries next time there is maintenance service.

Mr. Capozzi said the cost for the tilt arm for tank #1 was \$1500. This was less than the nylon gears. He said the cost for the new uninterrupted power supply for the lab scada computer was \$475.

Mr. Capozzi said there are a few flow meters that should be calibrated. Arron Associates quoted a price for 8 hours at \$110 to have the calibrations.

There was discussion on the calibration of the flow meters and that WPCA could be shorting themselves with the thickened sludge to the truck.

Alderman Stowe made a motion to calibrate the system. Mr. Turschmann seconded. All in favor, so carried.

Chairman Parente asked that they check the battery and the system first to see if they need calibration.

Mr. Capozzi assured Chairman Parente if it is "spot on" they will move on. It will save time.

Mr. Capozzi introduced John Tomasella, the new Class III Shift Operator.

Mr. Tomasella said he has been with the City of Ansonia for 22 years and with WPCA 15 of those years. He thanked the Board for the Class III upgrade. He said everything is running smoothly. He has a lot of plans and ideas for WPCA that he and Mr. Capozzi have been discussing and working on. He thanked the Board again for giving him this opportunity.

Chairman Parente asked Mr. Tomasella if there were any projects or improvements he is working on.

Mr. Tomasella said that he is working on a number of things. He and Mr. Capozzi have a meeting with the staff to go over things, they all work together. He said even though they only have 2 guys they do a lot of operator work which makes it more rounded for everyone.

Mr. Plavnicky said he and Mr. Dziekan went to the WPCA Plant. He said he would like to commend Marcello Boanno for taking them around the plant and explaining things. The plant was up to par and they were very impressed. Mr. Boanno did a great job.

Mr. Tomasella said that they keep the plant clean. It is on the walkway and it is important that it be kept clean. We are shorthanded but we get the work done. He explained the automated computer that eliminated the OT over the weekends.

There was discussion on the number of sludge trucks that we have a week and that there are a lot less trucks than in the past. Mr. Turschmann said he would like to get a baseline and know where we are. Mr. Tomasella explained the process stating the effluent pump is always dead on. Chairman Parente said he would like to see the initial calibration to see where we are.

Mr. Capozzi said there is the Public Works Dept. bills and the signage.

There was discussion on who does the signage for the Public Works trucks and equipment. Mr. Plavnicky said he has the name of the company that does the lettering. Chairman Parente said if we can't get lettering done then we can get a magnet to put on the WPCA vehicles. Mr. Capozzi said he should receive an estimate in a few days for a magnet and lettering. Chairman Parente asked Mr. Capozzi to get two quotes.

Mr. Plavnicky asked if the restaurant inspections were up to date.

Mr. Capozzi said no only a handful are done. They are behind on this because they are out in the field.

Discussion on inspection of the Restaurants and who should be doing these. Chairman Parente asked Mr. Capozzi if he could inspect two restaurants a week. They discussed the inspections for restaurants and the new regulations by the State of CT. Mr. Capozzi said that the WPCA can charge the restaurants to make up the expense. Chairman Parente said he is not in favor of billing the restaurants for one visit. If you have to go back for one or two visits a week and nothing is done to correct the problem then you speak with the owner and advise him what will happen. Mr. Capozzi said they go in with a letter for them to sign. They go back in 30 days to see what has been done, if nothing is done they have to sign the letter that they will get a quote for the repair work.

Mr. Durante said that the newer restaurants are in compliance.

Mr. Capozzi said that there are over 100 places to inspect – they have to go to any place that serves food – daycare facilities, churches, convalescent homes, any food serving establishment in addition to restaurants.

Alderman Stowe with regard to the signs, all Public Works vehicles should have signs on them. There are numerous vehicles running around town owned by the City of Ansonia and they should be identified.

Chairman Parente said every City of Ansonia vehicle is being marked. He said to get magnetic signs for the WPCA vehicles and to get two quotes. He said his responsibility is to the WPCA Board.

Chairman Parente explained to the WPCA members that Public Works is in a quandary. There was an over run on Platt Street two to three months ago. The appraisal to restore the downstairs of this home was submitted and Mr. Novak did nothing for several months. Mr. D'Alessio doesn't have the funds to pay for the restoration. Public Works will take over the plowing and sanding WPCA property during storms and pay for half the warranty for the generator. He said we are trying to have cooperation. They will level the lines in the road and vacuum and we would take care of the bills. This will not be an on-going thing – it is a one-time payment

Alderman Stowe said he would like to know what bills and what they are for.

Chairman Parente said the \$1378 debris disposal, Public Works will take care of that.

The commissioners reviewed the bill from Public Works to restore 108 Platt Street damage. There is concern that if WPCA accepts and pays the bills it will set a precedent. There was discussion that the payment will be transferred to the plowing of snow and payment for half the maintenance of the generator. PWD will put together a plan for all of the hot spots in the City and go and vacuum them annually.

Chairman Parente assured the Board that there is no precedent and this is a one-time thing. It will take the pressure off Public Works and the people will be satisfied. It will foster the spirit of cooperation between Public Works and WPCA.

Mr. Capozzi reminded the Board that he will be on vacation from February 20, 2016 to March 1, 2016.

Mr. Nimons made a motion to pay the bills for 108 Platt Street this one time to foster the spirit of cooperation between the two departments. Public Works will submit to WPCA the identity of all the hot spots with a Plan to vacuum or jet all those areas to eliminate those spots. Alderman Stowe seconded. All in favor, with one no vote (K. Plavnicky – No). The motion carried 5 yes votes and 1 no vote (Plavnicky).

Mr. Bshara explained to Mr. Capozzi how to write a purchase order to charge the \$92.00 to the Petty Cash account.

Mr. Durante made a motion to accept Superintendent Capozzi's report as presented. Mr. Plavnicky seconded. All in favor, the motion carried.

Executive Session

None

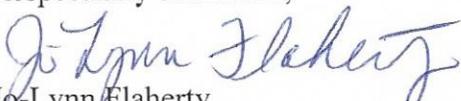
March Meeting

The March Regular meeting will be held on Wednesday, March 2, 2016 at 7:00 p.m.

Adjourn

Mr. Nimons made a motion to adjourn the meeting at 9:30 p.m. Mr. Durante seconded. All in favor, the motion carried.

Respectfully submitted,


Jo-Lynn Flaherty
Secretary