



SEYMOUR WATER POLLUTION
CONTROL AUTHORITY

P.O. Box 275
Seymour, Connecticut 06483

COPY RECEIVED
DATE: 6/18/20
TIME: 12:20pm
TOWN CLERK'S OFFICE

**Minutes of the Seymour WPCA – Regular Meeting at June 1st, 2020- Via
teleconference 6pm**

Members Present: Jim Cretella, John Uhelsky, Annmarie Drugonis, Nick Teodosio, and Don Sosonovich.

Others present: Walter Royals, Veolia Water Plant manager, John Oatley Area Manager for Veolia Water, Jon Marro, Atty. Ben Proto, Jim Galligan, P.E., Rory Burke and other members of the public.

Jim Cretella called to order the meeting at 6:01pm.

The Pledge of Allegiance was given.

Approval of the May 4th, 2020 minutes- Annmarie Drugonis made a motion, Don Sosonovich 2nd, to accept the May 4th, 2020 minutes. Motion passed 5-0.

Public Comment: None.

Vehicle Inspection & maintenance- Annmarie Drugonis asked questions about the flush truck and the dump truck, as regarding the inspection sheets. Asked about pre and post inspection sheets and the odometer on the flush truck. John Oatley answered about the inspection sheets (they only have a required 3-month retention time) and stated that this is a visual inspection that is done for the trucks. Discussion ensued about the inspection sheets for the flush truck.

Annmarie Drugonis then asked about the Dump truck, in particular about the fuel gauge. This was repaired (it was the fuel sending unit). Discussion ensued about the pre and post inspections of the trucks. John Oatley stated that (with the assistance of Veolia water Technical group) the staff will conduct more in-depth inspections. Annmarie Drugonis wants both pre and post inspections.

Annmarie Drugonis switched back to the Flush Truck; talked about the public works annual inspection results and the pre-driving inspection reports. Discussion ensued about items with John Oatley and Walter Royals. Then the discussion shifted back again to the Dump Truck and its inspection reports. Annmarie Drugonis stressed the importance of the inspections, and the necessity of reporting issues with the Town-owned trucks to the board (which, Annmarie Drugonis stated, Walter Royals has been doing). John Oatley commented that the operators have been spoken to about the importance of pre and post drive inspections; and pass this along to the board. Also, that Veolia Water staff in Seymour has not had a single motor vehicle accident in 25 years at the plant; but not to rest on those laurels and do better for the board.

Unidentified person (later revealed as Tony DePrimo of Public Works)- spoke; stated the flush truck being left with the water tank filled is not good for the vehicle. John Oatley stated if it's the

commissions wish to not have the flush truck water tank filled, then it's fine; the reason is for response time to a sewer backup. Discussion ensued as to response time and the length of time to fill up the flush truck. John Oatley will develop a SOP, with respect to the pre and post inspections and the operations for the Flush truck for next meeting; and defer to the WPCA with how to proceed on filling or not filling the Flush truck.

Tony DePrimo discussed flush truck procedures with John Oatley; regarding the water kept on the flush truck in case of sewer backups. Also discussed was the results of failing a pre-trip inspection; Nick Teodosio asking what would happen. Mr. DePrimo responded that it would depend on what part or function it was that failed. Nick Teodosio wanted to know if there was a plan to fix the vehicle if it does fail a Pre-or post-inspection and cannot be used. Discusses ensued about the flush truck and the frequency that it was used. John Oatley stated that he would have Walter Royals make sure that the flush truck is inspected every day, since it was used so infrequently, and this will give a higher level of confidence in its condition.

Chris Edwards (mechanic for Public Works)- commented on the need for pre-inspection, both visual and hands-on, for the Dump Truck.

Discussion ensued about the replacement of the Flush Truck; John Oatley has the information but not in report form- he will submit this to the board. Nick Teodosio suggested that an emergency response bid for a flush truck with crew. John Oatley stated that Veolia Water has vendors and other sewer plants that can respond if needed but the main benefit of a Flush truck locally is response time.

Veolia Water Reports –

Two quotes were presented to the board.

#1 Grit Chamber cover removal and installation of new stainless-steel cover \$4,300. – Northeast Water.

Anmarie Drugonis made a motion, **Don Sosonovich 2nd**, to approve the quote for \$4,300. Motion passed 5-0

#2 Removal of Bar screen chain and installation of new chain \$4,610. -Northeast Water.

Nick Teodosio made a motion, **John Uhelsky 2nd**, to approve the quote for \$4,610. Motion passed 5-0.

Discussion ensued about the preventive maintenance of the chain of the bar screen.

Walter Royals reported that the plant was in compliance for the month of May 2020. Walter Royals gave the summary of the maintenance/operations/collections (see attached summary).

Of note: Roof Fans were wired in by Jarvis Electric; odor is greatly reduced in the plant building.

Walter Royals presented the R&M report to the board.

Income Report- Jon Marro submitted this to the board.

FY2020-21 Budget-

Atty. Proto reported that the Board of selectman had rejected the budget, looking for more detail. John Oatley submitted a new budget with more detail, Atty Proto continued, but the 1st Selectman's office did

not feel that this level of detail was sufficient. Annmarie Drugonis stated that the Selectman board wants the WPCA budget broken down by line item, and suggested that there should be budget workshops as was done in the past. Annmarie Drugonis wants a special meeting to work on the budget. John Oatley agreed that a collaborative effort be made in the budgeting process, in order to meet the requirements for the budget. Annmarie Drugonis, thanked John Oatley and reminded the board that it is not Veolia Water's duty but the WPCA Board authority and responsibility to prepare the operating budget. Annmarie Drugonis continued that the board has not acted on the CMOM study that was presented in 2017 by Jim Galligan. Jim Galligan enjoined that he could have an updated CMOM for the 5-year capital plan.

Annmarie Drugonis also stated that the WPCA has not submitted a quarterly report to the Finance Board (per the Charter) showing spending versus budgeted. After some discussion about this, **Annmarie Drugonis** made a motion, Nick Teodosio 2nd, that NYE work on the CMOM that is required by the DEEP by the July Meeting. Motion passed 5-0.

Atty. Ben Proto talked about a special meeting for the budget- Annmarie Drugonis suggested that 2 meetings take place for the budget. John Oatley asked for some sort of template or guidance prior to the first meeting, Annmarie Drugonis suggested that Jim Cretella (who is on the board of Finance) could help with this. Discussion ensued as to the types of budget detail would be involved, and what needs to be in the capital 5-year plan. Annmarie Drugonis then wanted to discuss why the Tax Collector' Office has a high rate of collections (97-98%) versus the WPCA (87%). Discussion ensued about collections, payments via the internet/credit cards, and how the Town tax can be paid via Mortgage company, in addition to the other methods, whereas Sewer use is not. Atty. Proto brought up when the sewer use is billed-maybe it should be switched to Jan-July. Nick Teodosio stated that it might be a burden on Jan-July vs April- Oct.

Financial Report- this was submitted to the WPCA.

Invoices – The following invoices were submitted to the board for payment (see attached).

John Uhelsky made a motion, Annmarie Drugonis 2nd, to accept the invoices for payment. Motion passed 5-0.

Legal Report- Atty. Ben Proto reported that he has been busy with vehicle inspections, maintenance and budgets. Jim Cretella asked about collections. Atty. Proto responded that there hasn't been any movement due to the interest deferment and the CT Governor (executive order) has prohibited foreclosure actions through the end of June. Atty. Proto will have Jon Marro give him the updated delinquency report, and in July will look at foreclosures. Jim Cretella asked about payment plans for the highest amount owed, and Atty. Proto discussed about how this and legal notice sent/served to the persons.

Engineering Report – Jim Galligan reported that now NYE is fully operational (they were shut down during April-May). Permit Renewal- CTDEEP has accepted the permit renewal, but will ask for more data in the future. Jim Galligan commented that the roof fans are fully installed, and he will be looking at making the biofilter functional with wood chips. Jim Galligan reported that DJ Construction will be tasked with the repairing of the manhole covers (9 total). Discussion ensued about manhole covers and the board's approval for more manhole covers and what is involved in the repair of manholes.

New Business – None.

Executive Session- None.

Adjournment- Annmarie Drugonis made a motion, Nick Teodosio 2nd, to adjourn the meeting. Motion passed 5-0. The meeting ended at 7:46pm.



SEYMOUR WATER POLLUTION CONTROL AUTHORITY

P.O. Box 275
Seymour, Connecticut 06483

The following bills were approved for payment by the Seymour WPCA Board in its meeting on June 1st, 2020.

Veolia Water	90240702	129,494.53
Atty. Ben Proto	208	1,646.84
Town Clerk	-	360.00
Comcast	-	291.53
MTA Metro-North	10001257	30.00
Fleet Pump	50000020779	3,297.00
WJ Electric	4469 CAPITAL	2,755.59
National Water Main	38548 CAPITAL	23,040.00



1 June 2020

Seymour Water Pollution Control Facility May 2020 Monthly Report

Highlights/Summary

Operational Performance / Compliance:

All NPDES permit parameters and monitoring requirements were in compliance for the month of May 2020.

Plant repair and maintenance items etc:

- Cleaned Aeration Tanks discharge channel
- Flow meters were calibrated by Introl
- Cleaned mechanical bar screen channel and area.
- Replaced Effluent composite sampler pump tubing.
- Replaced Primary Effluent Sampler tubing.
- Pumped out and removed grit and sediment from #3 Primary Tank sludge hoppers
- Had Ralph Mann & Sons Inc. check HVAC, replace air filters to MERV filter and opened damper to allow more fresh air into building in to ASHRAE standards in regard to COVID-19.
- Performed PM on Thickener and Belt press
- Jarvis Electrical replaced controls and completed wiring for roof exhaust fans.
- Transferred two lawn mowers to Public Works per Public Works directors request.
- Introl replaced malfunctioning Primary sludge totalizer and Rate meter.
- Van Etton Plumbing replaced pipe, fittings and valve to repair leak in Ops Building basement.

Collection System:

- Weekly Pump Station checks.
- Marked out 17 Frances Drive lateral
- Refueled Stop & Shop pump station emergency generator fuel tank
- Replaced chain that holds floats that control pumps with stainless steel chain.
- Removed rags/debris and grease accumulation from Rolling Hills pump station wet well.
- Removed rodent debris from N.Main emergency generator housing.
- Cleaned floats at Titus and Peach Pump station.
- Inspected Rennay Street siphon outlets.
- Odor complaint near 5 Jefferson St. No sewers on Street, Odor was coming from a catch basin according to homeowner

Safety:

Training for May 2020 : **confined spaced and Permit spaces**

Days without a Lost time Accident = 12985 days.

Note: See page #2-3 for further details. If you have questions please feel free to ask.

June 1, 2020

Town of Seymour
WPCA
July 1, 2019 through May 31, 2020

Cash Balance 5/31/2020 501,591.55
Reserve Acc 1,068,249.15

May

May
Monthly Summary

Deposits 225,728.27
Interest 329.71
transfer from inv
transfers to invest
TOTAL 226,057.98

Monthly Summary

Cap Improvement

Payments
US Filter \$129,494.53
US Filter
WJ Electric
AMWELL
Northeast Water Maint & Ser
JJ Brennan 81,980.56
Nafis & Young
Facility Support Service 4,143.50
Ralph Mann
Campbell Foundary
H.G Steinmetz Mach. Wks 4,650.00
McVac Env Ser
Nafis & Young 4,572.62
Proto Benjamin
Branse & Willis
Aquarian
Chippy's Service Station
HI Stone 380.00
Ralph Mann
East Coast Septic Service
Troy Ind.
Comcast 269.57
Van Etten
MacVac Environ. Services
WJ Electric
refunds
Complete Env. Testing Inc. 1,743.12
Quality Data 426.91
Town Clerk 108.00
A-Gold Action Reality 132.68
Pete's Tire Barns 901.12
Ct DEEP
State of Ct
TOTAL 228,802.61

Engineering
Legal
Legal
Maintenance

Misc

Monthly Cash Breakdown

May-20

<u>Date</u>	<u>Dumper</u>	<u>Insp. Permits</u>	<u>Copies, Misc & App.</u>	<u>Contractor Reg.</u>	<u>Sewer Impact</u>	<u>SEWER USEAGE</u>	<u>Deposit Amount</u>
5/1/2020	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,944.97	\$8,944.97
5/4/2020	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,100.52	\$40,100.52
5/5/2020	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,805.94	\$10,805.94
5/6/2020	\$ -	\$ 350.00	\$ 5.00	\$ 50.00	\$ 1,600.00	\$ 17,567.14	\$19,572.14
5/7/2020	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,079.51	\$7,079.51
5/8/2020	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,843.34	\$5,843.34
5/11/2020	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,905.82	\$7,905.82
5/12/2020	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,950.49	\$1,950.49
5/13/2020	\$ -	\$ -	\$ 52,774.53	\$ -	\$ -	\$ 8,500.03	\$61,274.56
5/14/2020	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,402.90	\$2,402.90
5/15/2020	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,008.12	\$2,008.12
5/18/2020	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,592.89	\$2,592.89
5/19/2020	\$ -	\$ -	\$ -	\$ -	\$ 4,500.00	\$ 18,476.21	\$22,976.21
5/20/2020	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,375.14	\$2,375.14
5/21/2020	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 662.65	\$662.65
5/22/2020	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,925.89	\$1,925.89
5/26/2020	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,234.20	\$3,234.20
5/27/2020	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,305.87	\$3,305.87
5/28/2020	\$ -	\$ -	\$ -	\$ -	\$ 5,300.00	\$ 4,583.53	\$9,883.53
5/29/2020	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,173.58	\$4,173.58
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTALS	\$0.00	\$350.00	\$52,779.53	\$50.00	\$11,400.00	\$154,438.74	

Grand Total \$219,018.27