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SEYMOUR WATER POLLUTION CONTROL AUTHORITY

P.O. Box 275
Seymour, Connecticut 06483

Minutes of the Seymour WPCA – Regular Meeting at August 3rd, 2020- Via teleconference 6pm

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

Others present: John Oatley Area Manager for Veolia Water, Melissa Mooradian Veolia Billing Manager, Jon Marro, Atty. Ben Proto, Jim Galligan, P.E., and other members of the public.

Jim Cretella called to order the meeting at 6:16pm.

Approval of the June 1st and July 8th, 2020 minutes- John Uhelsky made a motion, Don Sosonovich 2nd, to accept the minutes. Motion passed 5-0.

Public Comment: None.

Jim Cretella then invited Melissa Mooradian, Veolia Water Billing Manager, to speak. Melissa Mooradian talked to the board about the (cloud-based) online bill payments company that she has used for other towns (Invoice Cloud). What was proposed was to have a "button" on the Town's website, a customer would be able to look up invoice, set up payments, make one-time payments with payment options of electronic check (ACH), or Visa/MC cards. The customer would pay a fee of a minimum of \$3 or 3.5% for the credit cards. In terms of how the WPCA would receive the money, the payment data would be stored on the Invoice Cloud server and sent to the WPCA bank account (no money going to any Veolia server or person) on a daily basis. In addition, customers could get e-mail reminders, e-mail receipts upon payment. Discussion ensued about the fees. Invoice Cloud would charge the WPCA \$50 a month with a .20 per bill/customer for paperless bill, Melissa Mooradian continued, with no upfront payment for Invoice Cloud. Atty. Proto then asked Melissa Mooradian to talk about how this would increase collection rates. Melissa Mooradian stated that absolutely having an online payment portal increases collection rates, and pointed out to another City, New London, where 30 percent of the populace pay online every month. Melissa Mooradian was asked how long would it take to get set up (the payment portal); she responded that she was not quite sure, but probably a month or less. Atty. Proto asked Melissa Mooradian to get the pricing information, how quickly this could be set up and see if it (online payment portal) can be ready for October's billing. Discussion ensued as to where the portal would be located, either on the Tax Collector's webpage, the WPCA webpage or both; Atty. Proto can check this with the 1st Selectman's office.

Budget – Jim Cretella asked Atty. Proto if the 1st Selectman was satisfied with the WPCA budget. Atty. Proto reported that he discussed with the 1st Selectman about how to raise collection rates, the 1st Selectman also wanted more information on the items in the budget as it pertains to increases or

decreases, and how the 1st Selectman reached out to (John Healey) Bond Counsel about bonding for the WPCA Capital improvements. Discussion ensued about the details of the bond issuance and amounts.

Take action on the WPCA Budget (2020-2021)- Nick Teodosio made a motion, John Uhelsky 2nd, motion passed 5-0.

Veolia Water Reports- John Oatley reported that the Seymour Plant was in compliance for the month of July 2020. John Oatley presented the Maintenance/operations/collections summary report (see attached) that was written by Walter Royal (not present). Discussion ensued about preparations for the ensuing Hurricane Isaias, and how the plant staff would prepare. R&M budget was also reported upon.

Income report – This was submitted to the board by Jon Marro

Financial report- This was submitted to the board.

Invoices- The following invoices (see attached) were submitted to the board for authorization.

Don Sosonovich made a motion, Nick Teodosio 2nd, to approve the invoices for payment. Motion passed 5-0.

Legal Report- Atty. Ben Proto reported on collections; in particular the Shady Knolls account with an outstanding balance of over \$70,000. Atty. Proto has had several conversations with the administrator of Shady Knolls; hopefully this can be resolved relatively quickly.

Atty. Proto then talked about 8 Nickelmire Drive; a letter was sent to the homeowner in March asking for permission to install a backflow preventor. No answer has been received from the homeowner.

Jim Cretella asked Atty. Proto if aggressive collections could be taken on accounts that owe over \$2,500. Atty. Proto explained that at the moment, the State of CT executive order prevents foreclosure actions. The other possible solution is the sale of the Sewer use Liens on auction; typically garnering more than 100% of the price of the bond. Discussion ensued about the tax lien sales and real-estate liens.

Engineering report- Jim Galligan reported on the bio-filter; ordering of the stone, wood chips/media will be purchased in the next week or two. Jim Galligan reported that Jim Cretella and he have looked at the entry foyer area and lobby and will be replacing the tile in the area amongst other improvements.

Jim Galligan reported that he will be attending the NVCOG meeting (August 6th) and John Oatley asked about the substance of the meeting.

New Business – none.

Executive Session- none.

Adjournment- Annmarie Drugonis made a motion, Don Sosonovich 2nd, to adjourn the meeting. Motion passed 5-0. Meeting ended at 7:00pm.



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The following bills were approved for payment by the Seymour WPCA Board in its meeting on August 3rd, 2020.

Veolia Water	90248517	124,883.94
NYE	104-20	300.00
Atty. Proto	1357	1,335.00
Comcast	-	269.57
RWA	-	222.40
H.I. Stone	77862	2090.00
VanEtten	23319	975.00
Seymour PD	15772	2,196.82
Seymour PD	15764	679.64
East Coast Septic	-	575.00
CTDEEP	DEP352945	2637.50
E&I Corp	CAPTIAL19718	4,770.00
NE Water	CAPITAL 1391	4,610.00
NE Water	CAPITAL 1390	4,300.00
NE Water	CAPITAL 1389	11,300.00
NYE	103-20 CAPITAL	3,061.50



3 August 2020

Seymour Water Pollution Control Facility July 2020 Monthly Report

Highlights/Summary

Operational Performance / Compliance:

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

Plant repair and maintenance items etc:

- Northeast Water replaced Grit bucket elevator chain, Lower Auger shafts, auger hangers and bearings.
- Northeast water removed corroded Bucket elevator Shroud cover and replaced with the new Stainless steel shroud.
- Cleaned out bottom of N. Sec. clarifier and clarifier effluent launder to prepare for switchover.
- Pumped out and cleaned Bar screen channel to prepare for chain removal.
- Northeast Water replaced worn out Bar Screen chain and installed the new chain.
- Bar Screen was returned to service.
- ICS Replaced Clarifier rake arm alarm radio to signal when rake arms on clarifiers fail.
- Tim Conway (Town of Seymour) visited to check out roof leaks in Ops (Office) building.
- Silktown Roofing began looking at roof to determine roof leak repairs/patches needed.
- Replaced #2 Clarifier rake arm timer, Micro limit switch, and wires from timer to micro switch.
- Replaced both upper and lower filter belts on Belt filter press.
- Cleaned west Chlorine contact tank & cut vegetation on cascade fence and path to effluent discharge area.
- Switched over to north sec. clarifier and began pumping down south clarifier for cleaning & inspection

Collection System:

- Weekly Pump Station checks.
- Cleaned floats at N. Main, Silvermine, Rolling Hills, Peach, Titus, Glen Circle, & Nicklemine pump stations. Received e-mail from Public Works about possible sewer line blockage at 13 Prospect Ave. Responded and checked manholes above and below location. (No blockage or back-up). Jetted from manhole below #13 (at #7) to manhole above #13 (at #15). No obstructions encountered, small amount of rags and roots were removed. Homeowner on Septic and wants to go on Sewer.
- Waiting for Glen Circle PS emergency gen. parts via Tower Gen. to allow repairs to be made.
- During Pump Station checks found N. Derby alarm call box not communicating (most likely due to lighting or power bump). Called United Alarm to troubleshoot, United re-downloaded program and restored communication. Also cleared alarm faults on Em. Gen.
- Marked out sewer at 8 Emma St. as requested by homeowner considering construction project.
- Inspected manholes at Inters. of Cedar & Rose St., Emma St. & Seymour Ave., Roberts & Meadow St.
- Removed Rags and grease from inlet and outlet of Klaride's siphon and jetted from outlet to inlet to clean pipe and remove sand and sediment that settles in the belly of the siphon pipe.

Safety:

Training for July 2020 : Heat Stress

Days without a Lost time Accident = 13077 days.

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

August 3, 2020

**Town of Seymour
WPCA
July 1, 2020 through July 31, 2020**

		Cash Balance 7/31/2020	231,187.74
		Reserve Acc	1,068,710.36
July	July		
	Monthly Summary	Deposits	34,174.17
		Interest	211.86
		transfer from inv	
		transfers to invest	
		TOTAL	34,385.83
	Monthly Summary	Payments	
	Cap Improvement	Veolia Water	\$124,883.94
		US Filter	
		WJ Electric	
		AMWELL	
		Northeast Water Maint & Ser	
		JJ Brennan	
		Nafis & Young	34,854.38
		Facility Support Service	
		Ralph Mann	
		Campbell Foundary	
		H.G Steinmetz Mach. Wks	
		McVac Env Ser	
	Engineering	Nafis & Young	700.00
	Legal	Proto Benjamin	
	Legal	Branse & Willis	
	Maintenance	Campbell Foundary	3,680.00
		Tracy's Garage	802.72
		DJ Petrucci	9,000.00
		Ralph Mann	864.08
		Daddio's New Auto Parts	
		Complete Enviro. Testing	203.04
		WJ Electric	90.00
		Van Etten	
	Misc	MacVac Environ. Services	1,753.50
		Comcast	291.13
		refunds	
		Metro North	
		Quality Data	4,375.00
		Town Clerk	330.00
		A-Gold Actlon Realty	
		Pete's Tire Barns	
		Ct DEEP	
		State of Ct	500.00
		TOTAL	182,327.79