



## Stamford Water Pollution Control Authority Board Meeting

Monday, September 16, 2024

5:30 p.m.

**Meeting held via teleconference**

Full Meeting Minutes

### Attendees

Ed Kelly	Chairman, WPCA Board Member
Steven Bagwin	Vice Chair, WPCA Board Member/ WFD Chair
Amiel Goldberg (Absent)	WPCA Board Member/Board of Reps
Benjamin Barnes	WPCA Board Member/ Director of Administration
Matthew Quinones	WPCA Board Member/ Director of Operations
J.R. McMullen	WPCA Board Member/Board of Finance
Robert Barocas	WPCA Board Member/Finance Committee Chair
Frank Salem	WPCA Board Member
William Brink	Executive Director, WPCA
Rhudean Bull	Administration Manager, WPCA
Ann Brown	Supervising Engineer, WPCA
Vernesa DeCausey (Absent)	Financial Manager, WPCA
Crystal Blair	Administrative Account Assistant, WPCA
Abigail Logrono (Absent)	Procurement Coordinator, WPCA
Maria LoDolce	Seasonal, WPCA
Steve Pietrzyk	Collections System Supervisor, WPCA
Tom McKirdy	Collection Attorney Ackerly & Ward
Lynda Roca	CompUtil

### Call to Order, Pledge and Roll Call

E. Kelly, Chairman, called the meeting to order at 5:35 pm with roll call; there was no pledge of allegiance. A quorum was present seven (7 Board Members).

### Public Participation

No members of the public were present.

### Minutes Approval of the Full Board Meeting of August 19, 2024

E. Kelly made a motion to approve the August 19, 2024, minutes; seconded by F. Salem. There was no further discussion. **Vote 7-0-0.**

### Administrative/Budget Report

R. Bull briefly reported the following:

- Staffing vacancies
- Staffing issues
- No COVID19 case reported
- Three (3) Injuries reported
- One (1) vehicle accident reported
- KUBRA EZPay progress
- Special Site safety meeting

### Sub-Committee Reports

#### Finance Committee

R. Barocas stated that the Finance Committee was held before the Board meeting and the following occurred:

- Approval of the August 19, 2024, Meeting Minutes
- Received an update on the August 2024 Financials and Receivables

- Discussed catastrophic insurance options
- Discussed Pro-forma (3) three plus year financials
- Operating Budget deferred until next meeting

### **Technical Committee**

E. Kelly reported the committee meeting was held on Wednesday, September 11, 2024, and the following was discussed:

- Review and approval of Bid Waiver for Konecranes to replace in kind a manual hoist at Dyke Lane Pump Station with an electric wire rope hoist and motorized trolley
- S. Pietrzyk provided an update on the Collection System, noting that during the extreme weather event of August 18<sup>th</sup>, high flows occurred around Virgil Street. As a result, this street will now be included in the ongoing infiltration and inflow project
- B. Brink provided an update on Plant Operations
- A. Brown provided an update on engineering studies, design, and construction projects, including specific details on the Perna Lane sewer extension. She indicating that the contractor is completing Somerset Lane. They have encountered rock that must be removed and has slowed down their progress, but things are still moving along

### **Workforce Development Committee**

S. Bagwin reported the committee meeting was held on Wednesday, September 11, 2024, and the following was discussed:

- Position vacancies and strategies to fill them
- Changes in job descriptions
- Workplace injuries
- Building 6A update

### **Financial Update**

#### **CompUtil Report**

L. Roca reported that Computil is preparing to bill and has been actively releasing liens, with payments steadily coming in. She said that the April bill is over 97% collected, while others are at 99.9% and 98%, indicating that the WPCA is in good shape. She stated that collection calls are being made, and liens are being released as previously mentioned. She also acknowledged Customer Service Specialist Darlene Day for her hard work on accounts returned from Ackerly and Ward, helping customers avoid legal fees. She highlighted D. Day's efforts in staying on top of customers by sending emails and making calls. L. Roca mentioned that she believes customers are pleased with how Stamford conducts business and are receptive to the collection calls, as they are proactive in helping customers avoid liens and attorney fees. She added that Kubra is addressing the account dash issue customers have been experiencing and hopes it will be resolved before the October billing cycle.

### **Receivables & Arrears**

B. Brink reported for the month of August

- \$310k total Sewer Usage collection for the month of August
- \$10k sewer assessment & connection charges for the month of August
- \$926k total Sewer Usage & Assessment & Connection collection for FY' 2024-2025
- 4% of the budget revenues collected YTD
- April billing collection rate near 97%
- 98.19% of the October 2023 bill collected
- Average collection rate is 99.42% vs 99.38% last month's

### **Ackerly & Ward Collections Report & Update**

T. McKirdy reported the following

- 282 active files
- 23 accounts with balances above (\$5,000) Foreclosure Threshold
- 1 account with payment plans that are not in foreclosure, but are over the threshold
- 1 stayed due to bankruptcy filing
- 20 active foreclosures
- 14 foreclosure files that are in payment plans
  - 13 are making payments
  - 6 are not in full compliance with the agreement
  - 6 accounts in foreclosure without a payment plan

- 9 accounts foreclosure eligible
- 253 with no payment plan below Foreclosure Threshold
- 31 files referred
- 6 Files closed since last meeting
- Collected \$34,462 for August 2024 (an increase of \$12,312 from last meeting)
- Collected \$1,924.27 as of September 5<sup>th</sup>
- Total collected for 2024 \$315,878.55

### **Executive Director's Top Ten**

B. Brink briefly went over his monthly report; the report will be made a part of these minutes.

### **FY 2024 SWPCA Connection Charge Program**

#### **a. Vote to Adjourn for the 6:00 pm Public Hearing**

At 6:04 pm, E. Kelly, Chairman, motioned to adjourn the regular Board meeting and convened the public hearing for the FY '24 SWPCA Connection Charge Program; seconded by J.R. McMullen. There was no discussion. **Vote: 7-0-0**

#### **b. Vote to Reconvene after Public Hearing**

At 6:12 pm, since no one was present for the public hearing, E. Kelly made a motion to adjourn the public hearing for the FY '24 Connection Charge Program; seconded by R. Barocas. There was no further discussion. **Vote: 7-0-0**

At 6:13 pm, E. Kelly made a motion to reconvene the regular board meeting; seconded by J.R. McMullen. There was no further discussion. **Vote: 7-0-0**

#### **c. Discussion & vote of FY 2024 Connection Charge Program**

E. Kelly read the Resolution for the 2024 Connection Charge Program that are made a part of these minutes in accordance with the Connection Charge Policy. B. Barnes made a motion to adopt the Resolution as read; seconded by J. R. McMullen. There was no further discussion. **Vote: 7-0-0.**

E. Kelly made a motion to approve the FY 2024 Connection Charge Program; seconded by R. Barocas. There was no further discussion. **Vote: 7-0-0.**

### **Discussion & Vote: KUBRA's Proposed New Convenience Pay Plan**

R. Bull explained that some time ago, Board members asked why the WPCA wasn't accepting VISA credit cards and requested that the administration investigate the possibility since VISA is widely used. She stated that after consulting with KUBRA, who conducted the investigation as part of the new EZ Pay 6 module, it was found that in order to accept VISA, a flat transaction fee of \$2.75 would need to be applied to all payments, including e-checks and ACH transactions.

She explained that currently, customers are charged 25 cents for an e-check or ACH payment, and \$4.75 for using Mastercard, Discover, American Express, and Diner's Club cards for transactions up to \$500. She presented a handout showing the number of e-checks and credit card transactions for FY '24 and FY '25 to date, along with a comparison of the current customer costs versus what those costs would be if each transaction were charged the flat fee of \$2.75.

She explained that while the cost to customers using credit cards would decrease, the cost for those using e-checks and ACH—a much larger portion of the customer base—would rise significantly. She said that as a result, the WPCA recommends not accepting VISA cards as a payment option, as it would disproportionately affect the majority of customers.

After some discussion about whether the Board should vote on this matter, B. Barnes suggested that taking formal action seemed unnecessary and that the Board could simply move forward without a vote. The Board agreed to take no action, leaving customer costs unchanged.

### **Discussion & Vote: Approval of Bid Waivers for Konecranes to replace "in kind" a manual hoist at Dyke Lane Pump Station with an electric wire rope hoist and motorized trolley for an amount not to exceed \$63,385.11**

A. Brown explained that the Board previously approved a bid waiver for this work in May 2024 and that the quote given for that order was valid for 30 days but, the WPCA failed to issue a Purchase Order to Konecranes within the order date. She stated that Konecranes supplied a new quote with an end date of December 2024, in order for the WPCA can get the necessary approvals and issue a PO. She explained that the cost of the equipment was increased by \$920. After a lengthy discussion, E. Kelly who explained that this matter was presented to and recommended by the Technical Committee, made a motion to approve the bid waiver for Konecranes to replace "in kind" a manual hoist at Dyke Lane Pump Station with an electric wire rope hoist and motorized trolley for an amount, not to exceed \$63,385.11; seconded by S. Bagwin. There was no further discussion. **Vote: 7-0-0.**

**Old Business:**

No old business discussed.

**New Business:**

No new business discussed.

At 6:30pm, E. Kelly made a motion to adjourn the September meeting; seconded by R. Barocas. There was no further discussion. **Vote: 7-0-0.**

### Stamford WPCA Top Issues (9/16/24)

No.	Issue	Action Description	Impact	Status	Schedule
1	The Plant Supervisor position is open. This position requires a Class IV Operator license to meet the Plant's permit.	Advertise and interview qualified candidates for Plant Supervisor and fill the position as soon as possible.	Regulatory and Operations	Completed.	Keith May has accepted the position of Plant Supervisor and will start on September 30 <sup>th</sup> .
2	Building 6A has a leaking roof and mold.	Either repair the roof of Building 6A and remediate the mold or move the Collection System staff to a new building.	Operations	Collection System staff moved into temporary office trailers. Building 6A roof currently being repaired by contractor under City supervision.	Will remediate interior of building after completing roof repairs.
3	Primary sludge pumping and degritting equipment is aged and in need of replacement. Equipment in primary clarifier No. 1 is severely corroded and needs to be replaced.	Upgrade the primary sludge pumping and degritting system with new equipment to improve primary sludge pumping and grit removal. Replace the equipment in Primary Clarifier No. 1	Increase system reliability and improve grit removal to protect downstream equipment.	C H Nickerson has installed the first (of two) Slurry Cup degritter and classifier. Currently working through start up issues with very heavy grit and gravel to the slurry cup that are presumed to have accumulated in the existing sludge piping,	Construction is on schedule to be substantially completed by end of 2024.
4	Providing sanitary sewers to Perna Lane Area	Evaluate cost effective options for providing sanitary sewers to the Perna Lane Area.	Operations	Sanitary sewers have been installed in Perna Lane and are continuing to be installed in Somerset Lane, which was slowed by the presence of rock. Sewer installation continues in High Ridge Road.	Grasso Construction has provided a schedule for sewer construction on each street and Ann Brown posts construction updates on our web site to inform the residents. Schedule calls for installation of the pump stations and sewers by the Fall of 2024 and project completion by the Spring of 2025.
5	Extreme wet weather - high flow discharge and permit exceedance on 5/1/14. Record rainfall on 7/9/21 and 9/1/21 caused plant flows that approached or exceeded plant capacity.	Perform an Infiltration and Inflow (I/I) Study to identify and remove extraneous flows caused by rainfall and high groundwater	Regulatory and Operations	CTDEEP has approved CDM-Smith Engineers' proposal for the next phase of a sewer system evaluation survey (SSES) of those sewer subareas next on the priority list for I/I removal.	Will present CDM-Smith's proposal to the Technical Committee in October.

6	Hurricane barrier gate on East Branch of Stamford Harbor needs repair. Gate may need to be removed for at least 4 to 6 months to do the repair.	Need to evaluate impact of an extreme weather event and storm surge occurring during the gate repair on the treatment plant and three (3) storm water pump stations.	Operations	Army Corps of Engineers currently evaluating the extent of the repair and duration the harbor gate will be out of service. SWPCA needs to evaluate impact of a major storm event on the treatment plant without the protection of the gate.	The Army Corps of Engineers has advised that the schedule for repair of the Hurricane barrier gate depends on availability of federal funds for the project.
7	Personnel Safety	Comply with requirements for arc flash protection.	Operations	Siemens has been retained to perform the arc flash hazard analysis and label electrical switchgear for proper PPE.	Siemens has completed checking the field data that was previously collected. Arc flash hazard analysis will then take 20 days to model.
8	Sludge dryer is operating close to its capacity and there are limited options for disposal of sludge cake due to incinerators operating at their capacity and landfills that are closing or won't accept sludge cake.	SWPCA needs to evaluate its future options for sludge processing and disposal and develop a long-term Sludge Management Plan.	Operations	Hazen has finalized the study report and the "road map" to guide our future course of action.	Will continue to monitor the development of sludge treatment technologies, especially pyrolysis and gasification. Hazen and Sawyer advised a number of new facilities are starting up and we will monitor their progress.
9	WPCF evaluations and improvements	Study, design, and construct new plant water and return activated sludge (RAS) and waste activated sludge (WAS) pumps to replace aged equipment and increase operations and energy efficiency.	Regulatory and Operations	Gannett Fleming is progressing on the final design of the Plant Water, RAS and WAS pumps and piping.	Gannett Fleming to complete final design by the end of 2024.
10	Upgrade Alvord Lane, Commerce Drive and Saddle Rock Pump Stations	Pump Stations are aged and in need of upgrade or replacement	Operations	Tighe & Bond has submitted their design of the upgrade of the Saddle Rock Road Pump Station for WPCA staff to review.	The upgrade of the Saddle Rock Road Pump Station is expected to go to bid for construction in the fall. Design of Alvord Lane and Commerce Drive PS's to be done in FY25.



**Resolution  
2024 Connection Charge Program**

WHEREAS: During the period from March 1, 2023 to February 29, 2024 various construction throughout the City of Stamford, Connecticut, has resulted in the connection of new units to existing sanitary sewers, and

WHEREAS: The City of Stamford is empowered by § 7-255 of the Connecticut General Statutes, to establish charges for connection with a sewerage system, and

WHEREAS: This Authority has published a proposed connection charge assessment, and

WHEREAS: This Authority has held a public hearing where those affected were allowed to be heard.

NOW THEREFORE, BE IT RESOLVED: The Water Pollution Control Authority of the City of Stamford, Connecticut, hereby determines the amount of the connection charges to be levied against property owners throughout the City of Stamford. Said determination is attached to and made a permanent part of these minutes. The assessments will be filed with the Town and City Clerk of the City of Stamford on September 25, 2024 and any appeals from such filing must take place within twenty-one (21) days after such filing.

BE IT FURTHER RESOLVED: The charge may be paid in fifteen (15) equal annual installments. The first installment shall be due on November 1, 2024 and must be paid by December 1, 2024. Each subsequent installment shall be due on the first day of November each year up to and including November 1, 2038. No interest shall be charged on the unpaid balance so long as each installment is paid within thirty days after the same shall become due. Delinquent installments, if not paid within thirty days after the same shall become due, shall be subject to an interest charge which shall be collected in a manner provided by the General Statutes for delinquent property taxes.

BE IT FURTHER RESOLVED: That for each parcel for which installments are payable, a "Certificate of Notice of Installment Payment of Connection Charge," signed by the Tax Collector shall be filed with the Town and City Clerk for recording on the land records. Prepayment of the connection charges shall be permitted in which case any "Certificate of Notice" will be released.



**CITY OF STAMFORD  
WATER POLLUTION CONTROL AUTHORITY**

**2024  
CONNECTION CHARGE  
PROGRAM**

**BOOK OF CHARGES**

September 16, 2024



1.	LMV II 885 WASHINGTON HOLDINGS, 500 EAST MOREHEAD STREET SUITE # 300 CHARLOTTE, NC 28202-2606	TRESSER BOULEVARD	2	N 011	23	\$881,875.00
2.	ROECO, LLC, 46 WESTCHESTER AVENUE POUND RIDGE, NY 10576	TRESSER BOULEVARD	6053	W 028		\$774,562.50
3.	SPRUCE CT OWNER LLC, 2 ENTERPRISE DRIVE #406 SHELTON, CT 06484-4657	SPRUCE STREET	290	W013	A	\$93,500.00
4.	ONE ATLANTIC OWNER, 30 PIAVE STREET STAMFORD, CT 06902-5519	ATLANTIC STREET	236	W 001	1&2	\$100,937.50
5.	STAMFORD BUILDING II LLC, 50 WASHINGTON ST HOBOKEN, NJ 07030	GREYROCK PLACE #UT 2	69	E 001	UT2	\$217,812.50
6.	1114 HOPE STREET LLC, 29 KNAPP STREET STAMFORD, CT 06907-1725	HOPE STREET	345	W 352A	A	\$42,500.00
7.	CAPPELLI GINA ET AL, GARBUIO PAUL SUR CL 6 KENILWORTH DRIVE EAST STAMFORD CT, CT 06902	KENILWORTH DRIVE EAST	150	E 001	1	\$5,312.50
8.	GAS SUMMER STREET LLC, 2770 SUMMER STREET STAMFORD, CT 06905-4300	SUMMER STREET	244	W 428	A	\$43,120.50
9.	JAIN ARIHANT ET AL, CHOUDHARY PRAKSHI SUR CL 185 COURTLAND AVENUE STAMFORD, CT 06906-2302	COURTLAND AVENUE	305	E 195	3	\$9,562.50
10.	CHATILA TAREK ET AL, SVYSTUN VALERIYA SUR CL 199 COURTLAND AVENUE STAMFORD, CT 06906	COURTLAND AVENUE	305	E 197	200	\$9,562.50
11.	CARDINEZ LAMAR ET AL, CARDINEZ ITALIA SUR CL 110 POND ROAD STAMFORD, CT 06902-1831	POND ROAD	360	W 006A	B	\$11,687.50
12.	ROLNICK RICHARD ET AL, ROLNICK LAURA SUR CL 23 GRAY FARMS ROAD STAMFORD, CT 06905	GRAY FARMS ROAD	328	S 001	1	\$9,562.50
13.	MALLOZZI PAOLA, 855 NEWFIELD AVENUE STAMFORD, CT 06905-2943	GRAY FARMS ROAD	328	S 004	2	\$7,437.50
14.	HAMILTON CHARLES J JR ET AL, CARLTON PAMELA G SUR CL 47 WALNUT RIDGE COURT STAMFORD, CT 06905-3043	WALNUT RIDGE COURT	359	W 040I	9	\$9,562.50
15.	FRONTIER GLENVILLE LLC, 1801 SW 3RD AVENUE SUITE 500 MIAMI, FL 33129-1532	HIGH RIDGE ROAD	268	W 002	B	\$31,875.00
16.	364 Wells Hope Street LLC, 195 East Avenue STAMFORD, CT 06855-1109	HOPE STREET	215	W 138	A	\$13,812.50

17.	PILVANKAR MINU RAVINDRA AL, SLATHIA RAHUL SUR CL 33 FENWAY STREET #3 STAMFORD, CT 06902-2803	FENWAY STREET UNIT 3	197	E 008	14	\$5,312.50
18.	STARR KIM C ET AL, SHORS THOMAS E SUR CL 34 FENWAY STREET #2 STAMFORD, CT 06902-2803	FENWAY STREET UNIT 2	197	E 008	14	\$7,437.50
19.	HIP YUE ENTERPRISES INC, 251 WEST ROCKS ROAD NORWALK, CT 06851	ATLANTIC STREET	1	W 024	18	\$6,375.00
	<b>TOTAL</b>					\$2,281,808.00