

received 11/19/2020 4:00 pm
C. J. O. Tc

MEMBERS OF THE WPCA THAT ARE UNABLE TO ATTEND THIS MEETING, PLEASE CALL
ETHER DIAZ, (860) 644-2511, EXT. 243, ON OR BEFORE 4:30 P.M. ON THE DAY OF THE
MEETING

**WATER POLLUTION CONTROL AUTHORITY
TOWN OF SOUTH WINDSOR**

**REGULAR MEETING
VIRTUAL MEETING
SOUTH WINDSOR TOWN HALL**

AGENDA

**TUESDAY, DECEMBER 1, 2020
7:00 P.M.**

This meeting can be viewed on Cox Channel 16 or Channel 6082 if your provider is Frontier and will be live streamed on the Town's website at <http://gmedia.swagit.com/live>.

WEBEX Conference Call-In Number: 855-925-2801

Meeting Code: 9068

Public is welcome to email comments to Wpcacomments@southwindsor-ct.gov or to call in through the above referenced WEBEX call.

A. Roll Call

B. Acceptance of Minutes of Previous Meeting

1. November 4, 2020 Regular Meeting

C. New Business

1. Costco Wholesale Evergreen Walk, 151 Buckland Road- Units 4, 5, 9, 12, 13-
Approval to connect

D. Communications and Reports

1. Superintendent Report

E. Public Participation (Items not on the agenda)

F. Bills, Change Orders, Disbursements

G. Unfinished Business

H. Executive Session

I. Adjournment

rwd 01/07/2021
@ 3:50pm
KACDg (1st)

**WATER POLLUTION CONTROL AUTHORITY
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MINUTES

**TUESDAY, DECEMBER 1, 2020
7:00 P.M.**

Chairman Thomas Ruby called the Regular Meeting/Virtual Meeting to order at 7:00 p.m. and explained that the public is welcome to email comments to Wpcacommments@southwindsor-ct.gov or to call in through WEBEX at 855-925-2801; meeting code 9068

A. Roll Call

Members Present: Carol Fletterick, Toby Lewis, Steven King, Jr. (7:01 p.m.), Thomas Ruby, and Stephen Wagner

Members Absent: Erik Dabrowski, and Ashwatha Narayana

Alternates Present: Vicki Paliulis (7:21 p.m.)

Alternates Absent: Shawn Jacobaccio

Staff Present: Tony Manfre, Superintendent of Pollution Control
Michael Lehmann, IT Technician/Webmaster

Others: Jessica Bates, P.E., Senior Civil Engineer II, BL Companies

B. Acceptance of Minutes of Previous Meeting

1. November 4, 2020 Regular Meeting

Motion was made to approve the minutes of the November 4, 2020 Regular Meeting.

The motion was made by Mr. Toby Lewis and seconded by Mr. Stephen Wagner.
The motion carried unanimously.

C. New Business

1. Costco Wholesale Evergreen Walk, 151 Buckland Road – Units 4, 5, 9, 12, 12 – Approval to connect

Included with the Agenda packet was a narrative report for this project (see Exhibit A). Mr. Tony Manfre explained that he gave his comments to Ms. Jessica Bates, P.E., Senior Civil Engineer II of BL Companies on the project. Some of the comments included the request for the forcemain discharge manhole to have an internal protective coating to prevent the deterioration of concrete. There's a monitoring easement throughout Evergreen Walk that was granted in 2018; therefore, an easement is not necessary for this property, said Mr. Manfre. The sewer connection charge is going to be based on 15.06 buildable acres and the capacity charge is based on the quantity and size of the water meters. The comments have been addressed and the plans have been revised.

Ms. Jessica Bates, P.E., Senior Civil Engineer II of BL Companies presented the application. She explained that the Planning Department has assigned 1220 Tamarack Avenue and 1251 Tamarack Avenue as an address for this proposed development. She

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also explained that the site contains multiple connections around the building that are discharging to a sanitary pump station. There's two proposed grease interceptors, a 1500 gallon and a 1000 gallon for the discharge waste from the bakery and the food preparation areas in the building. Ms. Bates also explained that the Town Engineer, Jeff Doolittle requested that the last ten feet of sanitary pipe be gravity fed to the forcemain discharge manhole. There were no further comments from Ms. Bates and there were no questions asked from members of the Authority.

Motion to approve the connection of 151 Buckland Road subject to the following conditions:

1. Forcemain discharge manhole needs to have an internal protective coating;
2. Payment of the Connection Charge in an amount based on 15.06 buildable acres; and
3. Payment of the Capacity Charge in an amount to be determined by the EDU value and quantity of domestic water meters;

The motion was made by Mr. Stephen Wagner and seconded by Mr. Toby Lewis.
The motion carried unanimously.

D. Communications and Reports

1. Superintendent Report

Included with the Agenda was a report from Mr. Tony Manfre, Superintendent of Pollution Control (see Exhibit B). Mr. Tony Manfre briefly discussed each item on his report. There was a brief discussion on the following report items:

Supplemental Sewer User Collection Services: Mr. Toby Lewis asked if there will be a charge from the Collector of Revenue for administrating the delinquent accounts currently handled by Taxserv. Mr. Tony Manfre responded that currently the WPCA pays the Finance Department and the Engineering Department \$47,000 a year for their services; there's not going to be any additional cost for this service. Chairman Thomas Ruby explained that Taxserv needs to be notified that it is the intention of the WPCA to not renew a contract with them. Also, he explained that the total number delinquencies prior to the current years billing was over \$350,000 and almost 41% of that was involved with 27 accounts that were five years or more in delinquency. Chairman Ruby recommended obtaining an update on what the status is of all those delinquent accounts on a quarterly basis to determine what progress is being made. Mr. Manfre responded that yes, they can provide a report. Mr. Wagner asked if the 27 accounts that are delinquent also have problems paying their regular taxes. If so, he asked, what's the Town going to do about that. Mr. Manfre responded that he needs to review those accounts, however, a lot of them have tax liens as well. He explained that the Collector of Revenue did a tax sale last year and collected a significant portion on the delinquent accounts. The Collector of Revenue is planning on doing a tax sale as an annual event, however, due to the executive orders with the Governor that has been postponed. Mr. Manfre also explained that he will present the new Standard of Procedures (SOP) that will be in place for this matter. The commercial

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collection rate for 2020 is 99.17% and 92.41% on the residential accounts. The WPCA budgeted a 92% collection rate for this year and that ratio has been met. The Collector of Revenue will also be placing liens December 2nd and alias tax warrants will be issued to Town Constables shortly.

Capital Improvement Project Updates: Chairman Ruby asked for confirmation that the WPCA already provided an authorizing motion to move forward with any contractual element of that project. That is correct, responded Mr. Manfre. The WPCA approved to move forward with this project.

Mr. Stephen Wagner explained that a lot of great technical improvements have been done in the whole system. About a year ago he talked to all the departments about the energy savings that they are expected to get. Mr. Wagner asked Mr. Manfre to provide a rough idea of which of these projects are actually going to lead them to some electric usage reductions relative to the past. Mr. Manfre responded that the three pump stations that they are planning to upgrade are at the twenty years life expectancy and the equipment in there is essentially anywhere from 10 to 20 years old. Therefore, they'll certainly see a lot of electrical savings in that regard.

Mr. Toby Lewis expressed that he had a conversation with someone whereby they have a chemical that they put in the waters to create a longer life for their existing pipes. Is there a chemical that has been used, asked Mr. Lewis. No, we don't have any chemical additions at this point, responded Mr. Manfre. However, he asked Mr. Lewis to try to find the name of the chemical so that it can be researched. There were no further questions on the Superintendent's report.

E. Public Participation (Items not on the agenda)

None

F. Bills, Change Orders, Disbursements

None

G. Unfinished Business

None

H. Executive Session

None

I. Adjournment

Motion was made to adjourn the meeting at 7:27 p.m.

The motion was made by Mr. Toby Lewis and seconded by Mr. Steven King, Jr.
The motion carried unanimously.

Respectfully submitted,

Ether Diaz, Recording Secretary



Exhibit A

An Employee-Owned Company

November 12, 2020

Mr. Thomas Ruby, Chairperson
Water Pollution Control Authority
Town of South Windsor
1540 Sullivan Avenue
South Windsor, CT 06074

Re: Costco Wholesale Evergreen Walk
151 Buckland Road- Units 5, 9, 12, 13 and a portion of 4 - South Windsor, CT
BL Project No. 13C4718

Dear Mr. Ruby:

On behalf of the Applicant, Costco Wholesale, BL Companies is submitting the attached sanitary sewer plans for the proposed Costco at Evergreen Walk. At the regularly scheduled Planning and Zoning Commission meeting held Tuesday, November 10, 2020, the Costco Site Plan of Development was approved. The approved plans consist of a new 163,265 SF Costco warehouse and fueling station.

The proposed 163,265 SF Costco warehouse will be serviced by domestic water via an on-site pipe network. A proposed 8" fire service will connect to the existing 8" water main north of the site and the 12" water main on the southern end of the site. The 4" domestic water service will connect to a separate 8" water main to the south and will be metered via a 2.5" meter within the building.

The wastewater flow from this development is approximately 52,200 gallons per day or 36.25 gallons per minute. This flow was calculated using a base flow of 11,600 gallons per day, a safety factor of 1.5 and a peak factor of 3. Based on design calculations, a 14 minute cycle time is expected for the pump station. A flow of approximately 66 gallons per minute is expected in the force main. The static and dynamic head losses were calculated to ensure proper pump sizing.

The warehouse wastewater will be discharged at multiple locations around the building to an 8-inch PVC private sewer lateral. In addition to the domestic wastewater, the Costco building will generate wastewater discharges from kitchen facilities and a floor sink in the receiving area. The kitchen waste area and the floor sink will drain to grease traps and an oil and water separator, respectively, prior to discharging to the proposed sewer laterals carrying the domestic wastewater. The on-site sewer network flows by gravity to an on-site private pump station to the south of the building. The pump chamber is a 5-foot diameter precast concrete structure approximately 19-feet in depth with duplex submersible 5 HP Vaughan chopper pumps. A 3-inch force main will convey the discharge to a proposed manhole on the existing 8-inch sanitary sewer main in Evergreen Way at the intersection with the new access road behind the Costco warehouse. The Town Engineer has requested that the discharge from the force main terminate in a pipe 10 feet from the sanitary manhole to then flow by gravity to the connection point of the existing sanitary system.



We look forward to continuing to work with the Town of South Windsor on this project. Please do not hesitate to contact me if you have any questions or need additional information.

Sincerely,

A handwritten signature in black ink, appearing to read 'Michelle Carlson'.

Michelle Carlson, P.E.
Director of Land Development/Principal

cc: Mark Marchisano - Costco Wholesale Corporation
John Finguerra - Evergreen Walk, LLC

WPCA COMMUNICATIONS AND REPORTS

December 1, 2020

The following is a monthly report from the Superintendent of Pollution Control as an appendix to the Water Pollution Control Authority meeting.

General Information

Odor Control

Over the last year we have been addressing odor complaints from the neighboring property owners. In the spring we replaced the media in the biofilter which has helped the efficiency of our odor control system, however, we have still been receiving odor complaints. As a short term solution we are exploring the possibility of adding an odor compound oxidizer to the sludge storage tanks. These tanks have been one of the largest sources of odor from the treatment plant despite improvements to the air handling and minimizing the amount of material stored in each tank.

Supplemental Sewer User Collection Services

In 2017 a three year contract was executed with TaxServ to supplement the collection of delinquent sewer user accounts. The collection of delinquent accounts is overseen by the Finance Departments, Collector of Revenue and the Town Constables. Due to past systematic shortfalls, delinquencies rose to unacceptable levels which lead to the TaxServ partnership. Since that time the deficiencies have been identified and corrected to create a much more comprehensive standard operating procedure (SOP).

With the expiration of the TaxServ contract, the Collector of Revenue has proposed revisions to the SOP which will eliminate the need for a supplemental collection agency saving delinquent accounts the 15% collection fee. Over the last three years the Collector of Revenue has maintained a 100% collection rate on commercial/industrial accounts and a 98% collection rate for residential. Through a written SOP, issuing and renewing warrants to Town Constables in a timely manner the Collector of Revenue's office has proven to be significantly more effective than in past years.

Though TaxServ has been an asset in bringing sewer user accounts current, their collection rates have declined each year indicating that all of the "low-hanging fruit" has been collected. Their collection rates the past three years are as follows:

Fiscal Year 17/18	59.59%
Fiscal Year 18/19	15.19%
Fiscal Year 19/20	14.72%

Over the next month I will be working closely with the Collector of Revenue to make revisions to the current SOP which will ensure the efficient administration of delinquent accounts.

Treatment Plant and Collection Systems

Treatment Plant

Process

TREATMENT PLANT	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20
AVG FLOW (MGD)	2.21	2.93	2.84	2.82	2.74	2.93	2.70	2.19	2.10	2.04	1.85	1.92
BOD REMOVAL	99.0%	98.0%	99.0%	99.0%	99.0%	97.0%	98.0%	99.0%	98.8%	99.1%	98.8%	98.0%
TSS REMOVAL	99.0%	99.0%	99.0%	99.0%	99.0%	98.0%	98.0%	99.0%	98.9%	99.0%	98.6%	98.0%
NITROGEN LBS. (106 LBS. LIMIT)	86	103	104	87	96	126	108	82	95	84	80	87

Maintenance

- Repair of faulty Secondary Clarifier Scum Pump.
- Replacement of Main Plant Generator Block Heater. The old unit failed and without this heater the generator will not automatically transfer during a power outage.
- Installation of 2 Mass Thermal Air Flow meters on Aeration Basins 1 and 2. These meters will allow us to better control Dissolved Oxygen distribution in these tanks.
- Keeping up with Preventative and Scheduled Maintenance with limited manpower.
- 2 operators completed an intense course in Infrared Thermography. This is a technology that uses a specialized camera to detect electrical issues without having to open up panels and buckets. This type of testing is critical but can be very expensive. With these operators trained we now have the ability to do this testing in house. A third operator will receive this training in December.

Collection System

COLLECTION SYSTEM	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	TOTAL FT
CCTV (FEET)									23,128	23,724	58,045	9,992	114,889
Contracted CCTV									0	0	13,744	17,617	31,361
CLEANING (FEET)									27,458	25,301	65,099	28,250	146,108

- Troubleshooting and replacement of failed Variable Frequency Drive (VFD) for Pump 2 at Clark Street Pump Station.
- Repair of bad wiring in CCTV Van.
- Replacement of multiple hydraulic components on Combination Jet/Vac Truck.
- Fence repair at Barrington Estates, Ellington Road, and Avery Street Pump Stations.
- Removal of problematic in-line check valves in a manhole on Sullivan Ave.

Capital Improvement Project Updates

Quality Based Selection for Engineering Services – Pump Station Upgrades

- The draft scope and fees for the project design have been submitted to DEEP for review and approval on June 23, 2020.
- DEEP has verbally approved the submitted documents and I am expecting to receive the signed approval letter the first week of December.

Next Steps:

- *Execute agreement with Arcadis.*
- *Project design phase (est. 36 weeks).*
- *Submit design to DEEP for review and approval (min. 90 day review).*

Chapel Road Phase 2

- Heavy cleaning of the pipes to remove grit and debris have been completed.
- Pre-installation pipe inspection has begun.
- Material has been ordered.
- Installation is scheduled to start late December.

Collection of Sewer User Fees and Delinquent Accounts

TaxServ Collection Report

Please see attached report.

Respectfully submitted by: Tony Manfre, Superintendent of Pollution Control