

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

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

SPECIAL MEETING

AGENDA

MONDAY, SEPTEMBER 27, 2021

TOWN HALL, COUNCIL CHAMBERS

7:00 P.M.

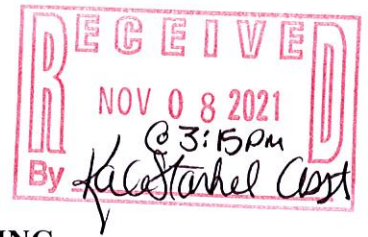
A. Roll Call

B. New Business

1. American Rescue Plan Act Funding - Project Accounts Priority List (Discussion and Approval)

C. Adjournment

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SPECIAL MEETING

SEPTEMBER 27, 2021 AT 7:00 PM

Chairman Thomas Ruby called the Regular Meeting to order at 7:00 p.m. The following actions were taken during the September 27, 2021 Special Meeting.

A. Roll Call

Members Present: Thomas Ruby, Carol Fletterick, Toby Lewis, and Stephen Wagner

Members Absent: Erik Dabrowski and Bala Ramasamy

Alternates Present:

Alternates Absent: Shawn Jacobaccio and Vicki Paliulis

Staff Present: Ether Diaz, Recording Secretary
Jeff Lemay, Treatment Plant Supervisor
Tony Manfre, Superintendent of Pollution Control

Others Present: Steven King, Jr., Council Liaison

B. New Business

1. American Rescue Plan Act Funding-Project Accounts Priority List (Discussion and Approval)

Mr. Tony Manfre was remotely in attendance this evening and Mr. Jeff Lemay, Treatment Plant Supervisor was also in attendance this evening to present the project accounts priority list (see Exhibit A) and to answer any questions.

For point of clarification, Chairman Thomas Ruby explained that Mr. Manfre gave some assurance to the WPCA that the funds have been received by the Finance Department and allocated to the WPCA budget. That is correct, responded Mr. Tony Manfre and explained that the funds have been received and the Finance Department has indicated that the Pollution Control Department is ready to proceed as soon as the projects are approved by the WPCA.

Mr. Jeff Lemay presented the power point presentation (see Exhibit B) and explained that \$2.5 million was allocated to the WPCA for sewer infrastructure improvements. He expressed his appreciation and excitement about the funds made available to the Pollution Control Department for said purpose. He explained how the American Rescue Plan Act is directly impacting South Windsor's Water Pollution Department. The purpose of this act is funding coming from the federal government that can be used to help public health and some of the negative economic impacts that have occurred due to the Covid 19 virus. The State of CT has received \$2.6 billion in grant funds and their responsibility is to allocate that to different municipalities for water, sewer, and broadband infrastructure improvements. Out of the \$2.6 billion that the State received \$7.7 million was allocated to the Town of South Windsor. Prior to knowing how much South Windsor was going to

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receive, Mr. Manfre and Mr. Lemay came up with a list of projects totaling \$6 million in fundable projects. Of those funds, \$2.5 million was allocated to the Pollution Control Department for sewer infrastructure improvements. Any unexpended funds from other accepted town projects will also be allocated to sewer projects, said Mr. Lemay.

As far as transparency goes Mr. Lemay explained that in an effort for Town residents to be informed of how these funds are being spent, the Town is now using ClearGov on the Town's website which will provide project updates and status reports, budgets, locations of projects, etc.. Mr. Manfre added that the IT Department is administering ClearGov on the Town's website and it is his understanding that there's going to be a button right on the home page of the Town's website that will directly link to ClearGov so that people can click on each project and be able to view its progress report. Also, Mr. Manfre will be able to update the information as needed. With regards to accountability, Mr. Lemay explained that part of the process is making sure that every dollar spent is accounted for in an effort of being transparent and that funds are being used as intended. Also, there will be quarterly reporting of which the Finance Department will be responsible for and providing detailed information on how all the funds are being used.

In referencing to the three proposed projects for funds to be allocated for, Mr. Lemay explained that the color coded in Red are the most critical projects; the less important projects to complete are color coded in Yellow and the least important projects to be completed are color coded in Green. In reference to the Treatment Plant, Mr. Lemay explained that a total of \$2.72 million was estimated worth of projects that are in critical need to be completed. The projects are as follows:

UV Disinfection system: This system is twenty years old. The new UV systems consume about 1/3 of the electricity of what the current ones do. Currently their disinfection season is five months and upcoming permits with the State of CT Department of Energy and Environmental Protection (DEEP) have upped that to seven months out of the year which is going to make this an important project to get done. Also, parts for this system are becoming more difficult to come by and operators that know how to work with it. Thankfully the Pollution Control Department has two operators that are very familiar with the system, however, it's getting more and more difficult. The new systems are easier to use and they use a lot less energy.

Odor Control: Mr. Lemay explained that currently Tighe and Bond is doing a study of the current odor control system and will provide recommendations for improvements to remove odors once the study is completed. The odor control system is a biological system and is basically a mix of soil and woodchips that microlife lives on to help consume odors. It is problematic because it decays every two to three years, said Mr. Lemay. The estimated costs is \$1.2 million for this system. Also, this is very important particularly to the neighbors that are on Main Street that live in such a close proximity to the plant, said Mr. Lemay.

Work Order Software: The current software in use is not efficient and is dated. They are looking for a software that will make it easier to assign specific tasks to specific staff, to keep a better tracking system of parts and how much time and money is spent in

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different projects. It will also allow to determine what maintenance work has been done and on what pieces of equipment.

Sludge Line Replacement: There are a couple of lines in the plant that convey sludge from one treatment process to another. Some of those lines were not upgraded when the treatment plant was upgraded, therefore, grease has solidified around the interior of the pipes reducing the diameter of the pipe and it takes a lot of chemical at times and a lot of manual labor to keep those lines clear and keep the treatment process moving.

In reference to the Collection System needs, Mr. Lemay explained that the most critical projects are the Phase IV Part 2 Sewer Rehabilitation and the Clark Street pump station bypass valve projects. The **Phase IV part 2 Sewer Rehabilitation** is the relining project in the sewer lines. Part 1 is already budgeted for this year but they are proposing to complete Part 2 as well with the additional \$1.2 million. Combining Parts 1 and 2 will have a cost savings (est. \$15,000 to \$20,000) particularly in the mobilization and demobilization cost. Also, there are parts of the town's sewer system that are of considerable age and considerable risk of failure. Getting this portion done is going to go a long way towards really getting the town's sewer system very healthy.

Clark Street PS Bypass Valve (estimated cost \$100,000): Mr. Lemay expressed that the other critical project in the Collection System is that the Clark Street, Please Valley and Benedict Drive pump stations are due for an upgrade. The Clark Street pump station conveys a massive portion of the town's wastewater and due to be upgraded as soon as the next construction season. In order to do that construction a new bypass valve will be needed and will be vital if any pump station failures occur beforehand. A cost estimate to install a new valve without draining the force main was received (\$100,000). Mr. Lemay explained that the engineers have assured them that they will be doing the exact thing for the upgrade anyway.

SSES (cost estimate \$1.0 million): This is Sanitary Sewer Evaluation Study which was completed in 2015. The study identifies areas of weakness within the sewer system such as deteriorating pipes, pipe breaks, etc. Currently they are completing Phase IV and they are due for a new study which will provide recommendations of projects to fortify the sewer system.

Manhole Replacements (cost estimate \$120,000): There are some manholes on Avery Street and Chapel Road that are in poor condition and it might make more sense to do a total replacement versus trying to rehab and risking failure.

Clark Street Forcemain Evaluation (cost estimate \$35,000): This will be a study by an engineer to help determine the structural integrity of the forcemain.

Concerning the Pump Station Needs, Mr. Lemay explained that the Pump Station Upgrades are critical projects to complete. Currently the Clark Street (\$3.5 million), Benedict Drive (\$3.0 million) and Pleasant Valley Pump Station (\$2.5 million.) are in the design phase with Arcadis and they are estimating \$9.0 million for these projects.

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Install Fire Alarm Panels in Pump Stations (cost estimate \$50,000): Currently there is a fire alarm panel at the Treatment Plant. The fire detection runs through the SCADA system and alerts the operators and the Police Dispatch. Mr. Lemay recommends installing fire alarm panels at each one of the pump stations.

The SCADA Radio System Upgrade (cost estimate \$80,000): This system allows the staff to communicate with the pump stations. If the system isn't working properly then the staff doesn't get notification on the cell phones and the computers letting them know that something is going wrong at a pump station. The current equipment is no longer supported and in need of replacement.

To summarize this presentation Mr. Lemay explained that the most three critical projects to complete are as follows:

UV Disinfection System: this system is very expensive to run right now. Based on the typical electric costs of the treatment plant over the summer, depending on how much flow they are getting, it is very expensive to run the UV disinfection system. The new bulbs use only 1/3 of that energy. There is a project savings of about \$17,000 a year on energy usage with the new systems. Also, the project would likely be eligible for some Eversource funding which funds are not included in this project cost estimate.

Phase IV part 2, Sewer Rehabilitation: This is in an effort to maintain the collection system as up to date as possible. In addition to making sure that these pipes don't collapse. Mr. Lemay explained that when these pipes are in bad condition they let in extraneous waster. For example, over the summer typically they would receive about 2.0 mgd of wastewater under normal weather conditions, however, over this past summer they've seen the number up at 10.0 million gallons instantaneously. They would get 7 to 9 million gallons over the course of the day for treatment. The disinfection system has to work harder and it's more wear and tear on the equipment.

Clark Street Pump Statin bypass valve: the force main valve for the Clark Street pump station currently does not work. A valve for the force main will be needed for the pump station upgrade and will be vital if any pump station occur before hand.

Mr. Manfre explained that completing these projects is going to set for the next three to five years for capital projects. It is also going to benefit the sewer users with lower user rates. The reason why these projects were chosen is so it will be an immediate cost savings.

Chairman Ruby thanked Mr. Lemay for the presentation. He stated that in the presentation it was noted that there's quarterly reporting. Who do those reports goes to, he asked. Mr. Manfre responded that the Finance Department will handle the reports which will be sent to the Treasury Department.

Chairman Ruby also asked that there was a note that by doing Phase IV there will be a cost saving of \$15,000 in mobilization cost. Will that \$15,000 be rolled into the Phase IV project to get more done, asked Mr. Ruby. Mr. Manfre responded that if they do it as two

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separate projects typically as part of the contract there is a mobilization and demobilization costs involved. However, if they do it as one project, that cost will be charged once. Also, they may obtain better bid prices if they have a larger quantity of assignments that need to be completed, said Mr. Manfre.

It was also mentioned that there may be funds available from outside sources for the UV replacement. Is that accurate, asked Chairman Ruby. It is, responded Mr. Lemay and explained that a couple of years ago when they were looking at the viability of the system over the next few years he was informed by a vendor that there's energy savings on these projects. If funds are available from another source does that free the federal funds for other projects on the priority list, asked Chairman Ruby. Mr. Manfre responded that if they have available funds from these projects, they'll review the priority list of projects and find a project that will fit within that budget.

Mr. Stephen Wagner asked what happens if the bid projects comes lower than estimated. He asked if there's a list of other projects that can be identified should the proposed critical projects bids comes lower. Mr. Manfre responded that if the project bid comes lower than estimated, he'll present to the Authority another priority list of projects for approval to allocate any available funds.

Mr. Wagner asked for the need to identify now other projects should there be any money left over from the three proposed projects that can be used. Mr. Toby Lewis responded that included with the Agenda packet was a priority list of proposed projects (see Exhibit A). Chairman Ruby explained that the funds have been placed in the Replacement Reserve as the WPCA regulation requires. The action this evening is to identify projects and getting them in motion to take funds from the Replacement Reserves to fund those projects. Under the WPCA regulations any funds left over in a project are returned to the Replacement Reserve account. The ARPA funds are to be spent by December 2024 otherwise they will be returned to the federal government. Mr. Manfre explained that included with the Agenda packet was a priority list of projects along with the three projects that they are seeking approval for.

Motion to authorize the use of allocated \$2.5 million in American Rescue Plan Act grant funds for the following projects:

1. UV Disinfection System upgrade in the amount of \$1,300,000;
2. Phase IV Part 2 in the amount of \$1,100,000; and
3. Clark Street bypass valve installation in the amount of \$100,000.

The motion was made by Mr. Toby Lewis and seconded by Ms. Carol Fletterick.

The motion was amended by Mr. Stephen Wagner to include that should the cost of the three projects be less than \$2.5 million the remaining money will be allocated to other high priority projects.

The amendment to the motion was seconded by Ms. Carol Fletterick.

The motion to amend the motion carried unanimously.

The motion as amended then passed unanimously.

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C. Adjournment

Motion to adjourn at 7:38 p.m.

The motion was made by Mr. Toby Lewis and seconded by Ms. Carol Fletterick.
The motion carried unanimously.

Respectfully Submitted,

Ether Diaz, Recording Secretary

Proposed Use of Funds - Priority List

Date: September 27, 2021
Budget: \$2,500,000

Priority	Project	Cost Estimate	Estimated Annual Savings	Status	Location	Project Type	Comments
1	Phase IV Part 2 Sewer Rehab.	\$1,100,000		Ready to Bid	Collection System	Phase IV has been broken up into two parts. The WPCA has budgeted for Part 1 in the FY21 budget. Part 2 included sewer pipe lining and manhole rehab.	Phase IV Part 1 has been budgeted for this year. Combining Parts 1 and 2 will have a cost savings if done as one project. Phase IV is bid ready.
2	UV Disinfection	\$1,300,000	\$17,000	Concept	Treatment Plant	Our current disinfection system is 20 yrs/old and due for replacement. There is a projected savings of 70% on energy usage with the new systems.	Replacing the UV Disinfection equipment is still in the conceptual phase. We were planning to replace the equipment in Fiscal Year 2024. This would be a good use of funds that will suppress user rate increases and will have an immediate cost savings with regards to energy use. We are working on a more accurate cost estimate.
3	Clark St PS bypass valve	\$100,000		Active	Clark St PS	A valve replacement on the Clark St FM is necessary to isolate the pump station from flow coming back to the pump station. This will be necessary for the pump station upgrade.	The force main valve for the Clark Street pump station currently does not work. We have received cost estimates to install a new valve without draining the force main (\$100,000). A valve for the force main will be needed for the pump station upgrade and will be vital if any pump station failures occur before hand.
		\$2,500,000					

	Odor Control	\$1,200,000		Concept	Treatment Plant	We have begun an odor control study. Depending on the results there may be a recommendation for improvements to remove odors. The estimate reflects a full demolition and reconstruction of a carbon filter and tank covers.	
	Install Fire Alarm Panels in Pump Stations	\$50,000		Active	Pump Stations	Fire detection runs through the SCADA system and alerts operators. Installing a fire alarm will notify Dispatch directly.	Fire detection runs through the SCADA system and alerts operators. Installing a fire alarm will notify Dispatch directly.

Exhibit A

Priority	Project	Cost Estimate	Estimated Annual Savings	Status	Location	Project Type	Comments
	Sanitary Sewer Evaluation Study	\$1,000,000		Concept	Collection System	The last sewer was performed in 2015. The study identifies areas of weakness within the sewer system such as deteriorating pipes, pipe breaks, inflow/infiltration, etc.	
	SCADA Radio System Upgrade	\$80,000		Active	Pump Stations	Current equipment is no longer supported and in need of replacement.	
	Woodside Drive Sewer	\$70,000	\$840 in manhours	Concept	Collection System	130' of the sewer line pitches the wrong way. Considerable maintenance time is spent preventing build up of solids. One home is disrupted during pipe cleaning ops.	
	Clark St FM Evaluation	\$35,000		Concept	Clark St PS	Our consulting engineer recommended monitoring the condition of the FM pipe every 5 yrs or so.	The condition of the Clark Street force main has been a concern in the past. As a result of an initial evaluation the consulting engineer has recommended a continuation of the monitoring efforts. The proposed evaluation would be a more in depth look at the pipes structural integrity. This project was scheduled for FY 2024.
	Quarry Brook PS Upgrade	\$1,400,000		Concept	Quarry Brook PS	Quarry Brook is scheduled to be upgraded FY26.	
	Primary Sludge Line Replacement - Primary to Thickner	\$150,000		Concept	Treatment Plant	Grease has solidified around the interior of the pipe reducing the diameter of the pipe. If the pipe is plugged we will not be able to process sludge.	
	Primary Sludge Line Replacement - Thickner to Storage	\$50,000		Concept	Treatment Plant	Grease has solidified around the interior of the pipe reducing the diameter of the pipe. If the pipe is plugged we will not be able to process sludge.	
	Work Order Software	\$20,000		Active	Treatment Plant	Current work order system is not efficient and is dated.	

American Rescue Plan Act of 2021

Federal Funding Action Plan

September 27, 2021

ARPA Overview

US Dept of the Treasury

- Administering grant funding to the states, territories and Tribal governments
- Program goals
 - Water, sewer, and broadband infrastructure improvements
 - Funding may also be used for public health support, negative economic impacts, premium pay for essential workers

Connecticut

- Received \$2.6 billion in grant funds
- Responsible to facilitate funds to municipalities

South Windsor

- Receiving \$7.7m
- Prior to knowing how much SW was going to receive Town Manager requested qualifying project proposals
- WPC submitted over \$6m in fundable projects
- \$2.5m was allocated to WPCA for sewer infrastructure improvements
- Any unexpended funds from other town projects will be allocated to sewer projects

Reporting Guidance

- Accountability
 - Account for every dollar spent
 - Provide detailed information on how funds are used
 - Quarterly reporting (first report due October 31, 2021)
- Transparent
 - Types of projects funded
 - Project updates
 - Financial data
 - Contract information – Bid docs, bid tabs, etc.
 - Provide the public data on how these funds were used and the outcomes achieved

Meeting Treasury Requirements

Finance Department

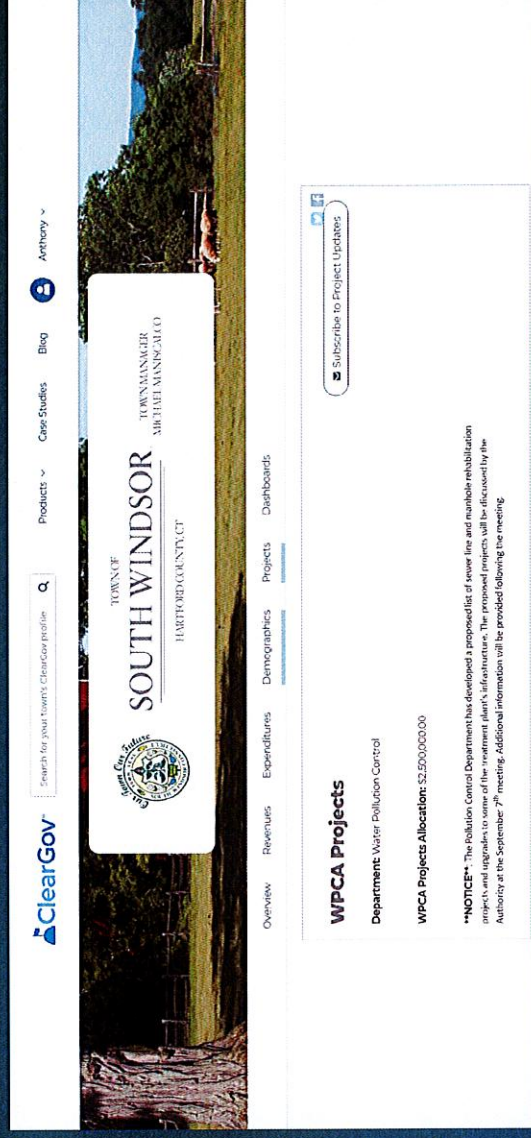
- Submit Quarterly reports and financials

IT Department

- Administers ClearGov

Department Heads

- Update ClearGov as projects progress



Treatment Plant Needs \$2.72m

****Most critical projects in RED****

- **UV Disinfection (est. \$1.3m)**
 - Current system is 20 y/o
 - New models consume 1/3 of the electric as our current system
 - Projected savings of \$17,000/yr
- **Odor Control (est. \$1.2m)**
 - Currently undergoing a study to find the root cause
- **Work Order Software (\$20,000)**
- **Sludge Line Replacement (est. \$200,000)**

Collection System Needs \$2.35m

Most critical projects in RED

- **Phase IV Part 2 (\$1.1m)**
 - Part 1 is budgeted this year
 - Potential cost savings with more work
 - Cost savings on mobilization if completed with Part 1
- **Clark St. PS Bypass Valve (\$100,000)**
- **SSES (est. \$1.0m)**
- **MH Replacements (\$120,000)**
 - Avery St and Chapel Rd
- **Clark St FM Evaluation (\$35,000)**

Pump Station Needs

Most critical projects in RED

- **Pump Station Upgrades (est. \$9.0m)**
 - Clark St \$3.5m
 - Benedict Dr \$3.0m
 - Pleasant Valley PS \$2.5m
- **Fire Alarm Panels (\$50,000)**
- **SCADA Radio System Upgrade (\$80,000)**
 - Progressively upgrading over the next two years

Proposed Projects

Project

- **UV Disinfection Upgrade**

- Existing system 20 y/o
- Expensive to run
 - Immediate cost savings (\$17,000/yr)

- **Phase IV Part 2**

- Part 1 is planned for this year
- Potential cost savings with additional work

- **Clark St FM Valve**

- Need to have in place for maintenance and upgrade

Benefit to Sewer Users

- Complete critical short term projects
- Set up WPCA for long term borrowing (Pump Station upgrades)
- Minimize Sewer User rates over the next three years
- Cost Savings
 - UV - \$17,000/year in electric
 - Phase IV - \$15,000+ in mobilization
- Ability to set aside funds for Quarry Brook PS upgrade (FY2026)

Questions

