

WATER POLLUTION CONTROL AUTHORITY

Town of Trumbull

CONNECTICUT

TOWN HALL
(203) 452-5048



5866 MAIN STREET
TRUMBULL, CT 06611

MINUTES

Water Pollution Control Authority Special Meeting May 5, 2011

Members Present:

Jeanine Maietta Lynch, Chairman
Paul Kallmeyer, Vice Chairman
Ennio DeVita
Timothy Hampford (9:10 left meeting)
Karen Egri, Alternate (arrived 7:55; voting after 9:10)

Also Present:

Joseph Solemene, Assistant WPCA Administrator
Stephen M. Savarese, PE/LS, Town Engineer
Dennis Kokenos, Esq., Town Attorney
Mary Moran, Tax Collector (8:00 left meeting)
Roberta Rubenstein, Assistant Tax Collector (8:00 left meeting)

Members Absent:

Laurie Pulie

The Trumbull Water Pollution Control Authority held a special meeting on Thursday, May 5, 2011 in the Long Hill Room, Trumbull Town Hall Chairman Lynch called the meeting to order at 7:00 p.m.

Chairman Lynch informed the Commissioners she would like to have a discussion at the next meeting regarding setting and implementing policies for monthly meetings relating to a cut-off time for closing the meeting and establishing a 5 minutes time limit for residents. She asked the Commissioners to mull it over prior to the next meeting.

MOTION made (Lynch) 2nd (Kallmeyer) to move up on the Agenda item number 2 billing procedures. No discussion. ALL IN FAVOR. MOTION CARRIED UNANIMOUSLY.

2. Billing procedures:

Mary Moran, Trumbull Tax Collector and Roberta Rubenstein, Assistant Tax Collector were present to participate in the billing procedures discussions. Mary Moran said they get hundreds of calls a week relating to sewers. She submitted a memo stating her recommendations and had examples of billing procedures from area tax offices. Mrs. Moran also said the criteria for the delinquent notice is \$1,000.00 and between 150 and 200 letters are going out.

She requested her office be included in establishing and implementing the new procedures. Commissioner DeVita stated he feels billing should be based strictly on consumption.

Roberta Rubenstein provided the following billing/account breakdown from Computil:

413 extension fee accounts at \$23.83; 265 flat rate/well user accounts at \$123.39; and 8,864 consumption averaging accounts.

She went into detail on how the quarterly averaging is configured and the months that are used. It was explained that an extension relates to current homeowners who have not connected and applied for an extension of time until they sell and once the house is sold the new owner has 90 days to connect. If a homeowners does not connect or apply for an extension the flat rate fee is initiated. Commissioner Kallmeyer said averaging probably

costs the Town about \$500,000.00 a year. Discussion included Trumbull's previous billing policies, flat rate, billing policies used by area towns and cities, separate meters for irrigation systems, adjustments for closings, one time leak adjustments, end of year true-up with Bridgeport, billing based on actual consumption and quarterly or semi-annual billings. Currently the March reading is used for April, May and June and Roberta suggested bill in April using the March reading for January, February and March. Ways for implementing new billing policies and ways to inform homeowners of the billing change were addressed. A general time period and recommendations including interim billing and gradually changing over were also discussed. Attorney Kokenos will review the contract for information regarding end of year true-up and credit for leaks.

Main topics for further consideration:

1. quarterly billings, billing averaging, actual or arrears billing;
2. irrigation system questions;
3. leak questions;
4. flat rate and or/consumption;

Billing procedures will be put on the May 25th meeting Agenda.

1. Discussion and review:

- City of Bridgeport's Water Pollution Control Authority's proposed budget for fiscal 2011-2012
- Increase in unit charge

Joe Solemene went over his MEMO dated April 20, 2011 and gave a summary of Bridgeport's proposed 1.88% increase for 2011-2012. Based on 1,100,000 CCF's used for the monthly invoice Trumbull's estimated cost to Bridgeport this year is \$4,064,808 and based on more consumption than what we estimated for there is a projected shortfall around \$83,019.00 or 219,000 CCF's and a true up will be done at the end of the year. He also highlighted the operating budget showing an estimated surplus of \$38,823. He suggested a 2% increase in the unit rate to cover Bridgeport's proposed increase and cover capital costs. Commissioner Kallmeyer gave a brief synopsis of future costs the WPCA is facing and he suggested taking \$225,000 out of the 59 account and other means that may be available to cover future costs. The increase in user rates and maintenance charges are based on and determined by the number needed that has been budgeted for necessary items to be done. Discussion took place regarding increasing residential and commercial unit charges and the commercial unit formula was explained, increasing flat rate charges, funding that is necessary for I&I study, repairs to the pump stations, and other costs. Projects, repairs and renovations that need to be done were addressed. The Commission wants to add additional funds to its capital account above the operating budget for projected maintenance.

Trumbull's new rate with Bridgeport starts July 1, 2011 and new user rates have to be set now and a public hearing scheduled.

\$6,104,543 budget amount approved by Board of Finance

-4,906,100 estimated cost for Bridgeport

$\$1,198,443 / 12,543 = 95.546 / 4 = \23.886 . To cover just the contract with Bridgeport \$23.886 is needed.

It was noted that commercial accounts currently pay a higher consumption fee and maybe a higher unit charge should be initiated and the current rate for all accounts is \$23.83. Lengthy discussion focused on residential and commercial increases and the following amounts are several possibilities the Commission considered: \$26.00 for residential and \$34.00 for commercial; \$26.00 for everyone; \$26.50 for everyone; \$27.00 for residential and \$27.50 for commercial.

MOTION made (Kallmeyer) 2nd (Hampford) that the WPCA present for public hearing the annual maintenance charge of \$27.00 for residential units and \$27.50 for commercial units. Discussion. ALL IN FAVOR. MOTION CARRIED UNANIMOUSLY.

The Commission also stated the consumption rate needs to be raised to match Bridgeport's proposed 1.88% increase and recommended raising the rate 2%.

MOTION made (Kallmeyer) 2nd (Hampford) that the WPCA increase the current consumption rate by 2% for industrial and residential customers. Discussion. ALL IN FAVOR. MOTION CARRIED UNANIMOUSLY.

Commission Hampford left the meeting at 9:10 p.m. and the chairman noted for the record that Commissioner Egri will now be voting.

3. F.O.G. Presentation: Attorney Kokenos

Steve Savarese and Attorney Kokenos gave a brief overview of the DEP's regulations for a general permit. Food preparation establishments (FPE) have to comply with fats, oils and grease (F.O.G.) discharges into sanitary sewer systems and the goal is to get the F.O.G. out of our treatment facilities and pipes. There are two types of FPE's, those that have self contained units on the inside and ones that have grease traps on the outside. An ordinance has to be drafted, written and implemented by July 1, 2011 granting the Town the right to inspect, go into buildings, collect fees, collect and review documents and other pertinent duties. The Trumbull Monroe Health District will conduct the interior inspections and the sewer department employees will conduct grease trap inspections as indicated on the FPE list from Joe Solemene. Attorney Kokenos gave the following examples of some of the information and procedures that will be included in the ordinance: inspection schedules, fees, penalties, fines, compliance, documentation and record keeping by the establishments.

Attorney Kokenos will have the proposed ordinance drafted for the May 25th WPCA meeting and it should be ready to be submitted to the Town Council by June 17th to be included on the July Agenda.

4. Any other business that may come before the Commission:

Wright-Pierce:

Christine from Wright-Pierce requested by e-mail to have Amendment #1 added to the Agenda. Chairman Lynch stated it was not reviewed by her or Attorney Kokenos and suggested it be put on the Agenda for the next meeting. The Commission and Attorney Kokenos were not comfortable with voting on it at this time. Questions were asked regarding budgeted and encumbered funds in this year's budget for Wright-Pierce.

Tighe & Bond contract:

Commissioner DeVita had questions regarding Tighe & Bond and renewal of their contract. The Commission requested that review and discussion regarding renewal of Tighe & Bond's contract be an Agenda item for the next meeting.

RFP:

Commissioner Kallmeyer said the RFP is going out the way the Commission wanted.

MOTION made (Lynch) 2nd (Kallmeyer) to adjourn the special meeting of May 5, 2011 at 9:40 p.m. No discussion. ALL IN FAVOR. MOTION CARRIED UNANIMOUSLY.

Submitted by,

Joyce Augustinsky