

WATER POLLUTION CONTROL AUTHORITY
Town of Trumbull
CONNECTICUT

TOWN HALL
(203) 452-5048



5866 MAIN STREET
TRUMBULL, CT 06611

JANUARY 26, 2022
MINUTES

Call to Order: The Chair called the meeting to order at 7:02 p.m.

Roll Call: The clerk called the roll and recorded it as follows:

Present: Chairman, Jon Greene, Vice-Chairman Andrew Palo, Frank Regnery, Secretary, Tom Kelly, Richard Boggs

Also Present: William C. Maurer, Town Engineer/WPCA Administrator, Town Attorney James Nugent and Fred Mascia of Tighe & Bond

Approval of Minutes:

- Moved by Palo, seconded by Regnery to approve the December 15, 2021 meeting minutes as submitted. VOTE: Motion CARRIED by unanimous consent.

New Business:

- *Year-To-Date Budget Report:*
Mr. Maurer reported the over-time account is over budget, everything else in the budget is stable. All the other accounts are on track or under. It was confirmed the capital work is underway and the Capital Outlay funds would be taken out before the end of the fiscal year.
- *FY 2022-2023 WPCA Budget:*
The clerk sent a revised budget to the commission earlier in the day, (Attached). Mr. Maurer explained salaries and utilities numbers are place holders carried over from last year, the Finance Department will input those numbers later in the budget process. All other numbers are inputted by Mr. Maurer, such as the line item 20100000501103 Sal-Seasonal, this represents the intern hired to help with document scanning and/or miscellaneous sewer assignments. Account number 20100000-522202 SVS-Prof was increased for alternate flow, this will either be needed or not depending on what the Commission decides to do. It is a better number to use at this time. The biggest portion of the budget is 20100000-522204 SVS-Contractual, the account Bridgeport is paid from. Mr. Maurer budgeted for a 2% discount, and a 3% increase on the sewer usage rate. Currently there is a 3% discount on \$6.080 per ccf. We won't what Bridgeport will charge for FY2023 until

July of 2022 after the Bridgeport WPCA votes on their FY 2023 Budget, which is why we budget for an increase now to make sure we have the funds in our budget. Additionally there is a cap of \$125,000 for the penalty if we have more than the average 4.2 million gallons in any given month sent to Bridgeport. We pay this every year.

Commission Discussion points are as follows:

- It was confirmed the Finance Department inputs the salary numbers because there are multiple union contracts with different increases, not all the contracts are the same.
- It was confirmed the Commission could vote on this budget even though the salaries and utilities' number will change.
- 20100000-567702 TRNSP-VEH - Vehicle Maintenance was increased based on historical data, the Vac-all truck is getting older and has been needing more maintenance.
- 20100000-581888 CAP OUTLAY –
 - \$17,000 - A new Rack-truck has been put into this budget, and is replacing a 16 year-old truck, which constantly needs to be repaired. The rack truck is more suitable for the department. A truck capable of carrying and plowing. When pulling a pump the truck can carry the pump to where it needs to be and the plow is because access to all the pump stations is necessary during winter storms.
 - \$35,000 - Adjust manholes represents when a road is pave roads sometimes the height of the manholes has to be adjusted, either raised or lowered, also many get paved over and we have to go back and cut them out. The State of Connecticut paves over manholes pretty regularly on state roads and we have to go back and cut them out and raise them up.
 - \$80,000- The revised budget sent to the commissioners today includes two (2) generators, one for the Hawley Lane Pump Station and one for the Scenic Hill Pump Station. These were not included in the original budget in the agenda packet. Both of the current generators are inoperable, and always run the risk of having to go out there with a portable generator. The current generators have reached their life capacity, we can't get parts for them anymore. It was confirmed for the Commission the generators are in case of a pump failure. The other stations have sufficient capabilities in case of a failure.

Moved by Regnery, seconded by Boggs to amend the FY2022-2023 WPCA Budget by adding \$80,000 to Capital Outlay, Acct. #20100000-581888, representing two (2) generators, one for the Hawley Lane Pump Station and one for the Scenic Hill Pump Station. VOTE: Motion CARRIED by unanimous consent.

Moved by Regnery, seconded by Boggs to approve the FY2022-2023 WPCA Budget as amended. VOTE: Motion CARRIED by unanimous consent.

Old Business:

- Beardsley Force Main Update: Mr. Maurer reported the FOI hearing took place the other day and expects to get the information from Bridgeport in the next week or two. The hearing was continued for 30 days, hopefully they won't have to go back.

All permits have been filed with the state. Mr. Maurer has asked Arcadis for a list of all the pipe and valves needed. The fear is the state might take too long and the current supply chain issues may continue. It may be prudent to order the parts now to expedite and is not sure if they should go out to bid as a whole package now or order the parts now to be proactive. The force main needs to be replaced no matter what. The materials will be approximately \$100,000. Attorney Nugent agreed, at minimum they should get the materials and stock pile. Mr. Maurer confirmed they have most of the funding in place, but is not sure what the exact number will be until they are done.

Attorney Nugent cautioned that the contractors that bid will give a price for a certain period of time, but if we can't do the work for a year they may not hold the price for that long. The worst case scenario would be to rebid. It was confirmed having the materials avoids the contractor mark-up, which does save money. The Chair explained they would be buying at a bad time, when the supply chain has issues, but do know this force main could fail at any time, noting we have to be prepared.

The last signature needed for the state permits was received today. DEEP Land Use, will give a temporary easement and when the project is done they will give a permanent easement.

Mr. Maurer needs the final specs from Arcadis to put a bid together and anticipates to have those by the next WPCA meeting. They need approval from the Commission to go out to award the bid but does not need approval to put the bid together.

Mr. Maurer explained it was premature to request a meeting with DEEP, everything has been sent to them, and should give them a couple weeks to respond, if they do not by mid-February they should look at setting the meeting.

- Old Town and Reservoir Avenue Pump Stations Update: Mr. Maurer reported the main on Reservoir Avenue has been upsized and replaced. They are waiting for the valves and pieces. The precast pumps are done, and are just waiting for the attachments to go in. They have the pumps for Old Town not Reservoir. Mr. Maurer will get an update next week. There is no point in diverting the station now until all the parts have been received, bypass pumping is an expensive process. This was supposed to be done by the end of March, beginning of April, and are now months behind. Kovacs can ask for an extension, but Mr. Maurer needs it in writing. He has asked them to document all of this so they could push out their completion date, so the Town doesn't have to enforce. Attorney Nugent explained questions about COVID as force majeure have been litigated all across the country, there's no clear

cut answer to say whether it would apply in a particular situation. And some contracts can arguably be construed to apply COVID as force majeure, but others do not. Mr. Maurer confirmed the contractor has not submitted anything in writing to date. The commission agreed this is an excusable delay. As of now it does not appear the contractor will look for compensation.

Moved by Boggs, seconded by Regnery to take Alternate Flow out of order. VOTE: Motion CARRIED by unanimous consent.

- Alternate Flow: Mr. Maurer stated Bridgeport's EIE was approved and they can start the design process, but does not know if Bridgeport has gotten more money. The Chair added Bridgeport has indicated they were going to pursue additional dollars but had not heard anything on whether they have been successful. Their original proposal referenced 30% from the state and that they were going to go for additional funds beyond that. Mr. Maurer explained the budgetary numbers asked for under FOI were about how much it would cost not how it was funded. The infrastructure does have money in for water
- Contract 5 Update: Moved by Palo, seconded by Boggs to Enter into Executive Session based on CGS 1-210b-7 to present engineering or feasibility estimates relative to the public supply construction costs. VOTE. Motion CARRIED by unanimous consent.

The WPCA entered into Executive Session at 7:38 p.m. with the following people present: WPCA Chairman, Jon Greene, WPCA Vice-Chairman Andrew Palo, Frank Regnery, WPCA Secretary, WPCA Commissioners Tom Kelly, Richard Boggs, Town Attorney Jim Nugent, Town Engineer/WPCA Administrator William Maurer, Fred Mascia of Tighe& Bond

Moved by Boggs, seconded by Regnery to END Executive Session at 8:15 p.m. VOTE: Motion CARRIED by unanimous consent.

Adjournment: There being no further business to discuss and upon motion made by Boggs, seconded by Regnery the WPCA adjourned by unanimous consent at 8:18 p.m.

Respectfully Submitted,

Margaret D. Mastroni
WPCA Clerk

01/26/2022 12:09
1789wmaurer

TOWN OF TRUMBULL
NEXT YEAR BUDGET LEVELS REPORT

REVISED FY2022-2023 BUDGET

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PROJECTION: 20231 2022-23 BUDGET

FOR PERIOD 13

SEWER	2021 REVISED BUD	2022 REVISED BUD	2023 DEPT REQ	2023 FIRST SEL	2023 BD OF FIN	2023 TOWN CNCL
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10 ENTERPRISE FUNDS

20100000 SEWERS-ENTERPRISE

20100000	501101	SAL-FT/PER	333,992.00	347,244.00	347,244.00
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Salaries increased by 2.00% per union contract.

Delinquency & Collections Administrator position is shared (50/50) with Tax Collector.

20100000	501103	SAL-SEASON	4,800.00	4,800.00	5,120.00
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\$5,120- Summer college intern - 40 days x \$16.00/hour x 8 hours/day

20100000	501105	SAL-OVRTIM	10,000.00	8,000.00	12,000.00
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Includes: Emergency service calls, Clerical. Attendance at WPCA meetings and other Town meetings. Overtime for all employees.

20100000	501888	UNIFORMALL	1,610.00	1,610.00	1,610.00
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\$ 450 Safety shoes (3 employees @ \$150 each)
\$ 200 Safety shoes (1 employee)
\$ 960 OSHA require apparel
\$1,610 TOTAL

20100000	522201	SVS-CLRC	1,750.00	1,750.00	1,750.00
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Clerical services for WPCA Meetings

20100000	522202	SVS-PROF	120,982.00	150,000.00	165,000.00
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Outside Professional Services as needed (including but not limited to the following):

\$ 30,000 Sewage Discharge Alternatives (Legal)
\$ 100,000 Sewage Discharge Alternatives (Consultant)
\$ 35,000 General Legal services from #01012800
\$165,000 TOTAL

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TOWN OF TRUMBULL
NEXT YEAR BUDGET LEVELS REPORT

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PROJECTION: 20231 2022-23 BUDGET

FOR PERIOD 13

SEWER			2021 REVISED BUD	2022 REVISED BUD	2023 DEPT REQ	2023 FIRST SEL	2023 BD OF FIN	2023 TOWN CNCL
20100000	522204	SVS-CONTRC	6,676,132.00	6,935,620.00	7,162,857.00			
			\$6,769,400 - (BRIDGEPORT WPCA sewage treatment 1,100,000 CCF X \$6.154/ ccf (6.28 @ 0.02 reduction) \$ 203,082 - Add 3% for potential rate increase from Bridgeport \$ 125,000 - Potential payment for excess flow amounts \$ 7,097,482 - Projected BPT WPCA \$ 45,000- QDS- WPCA Sewer Usage Billing (incl. Aquarion sewer use readings) \$ 1,800 - QDS - Software mtce. fee for sewer assesement collection \$ 7,000 - Mission - Pump Station Online Monitoring Services \$ 3,800 - 1 year subscription for ARC GIS (1/2 Engineering - 1/2 WPCA) \$ 5,675 - 1 year subscription for Auto Cad Civil (1/2 Engineering - 1/2 WPCA) \$ 2,100 - United Alarm for pump station \$ 7,162,857.00 - TOTAL					
20100000	522210	REIMB-GF	654,444.00	577,225.00	577,225.00			
			WPCA reimbursement to the Town of Trumbull per schedule prepared by Finance Dept.					
20100000	534402	MTLS-PROG	18,000.00	12,000.00	14,000.00			
			The program account is used provide the WPCA with the office supplies, misc. supplies, janitorial accessories, road safety apparel, chemical solvent and misc. items necessary to maintain safe and sanitary working environment. Also used for training staff and software programs.					
20100000	545501	COM-LEGAL	3,500.00	3,500.00	3,500.00			
			The account is used for the Tax Collector's quarterly newspaper notices and the required advertising of legal and assessment notices. Amount is based on 2019-2020 projections.					
20100000	567701	TRNSP-GAS	9,200.00	9,200.00	9,200.00			
			Estimated Fuel Costs based on historical usage/expected fuel rates.					
20100000	567702	TRNSP-VEH	8,618.00	6,600.00	10,000.00			
			Anticipating routine maintenance on the department vehicles.					

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TOWN OF TRUMBULL
NEXT YEAR BUDGET LEVELS REPORT

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PROJECTION: 20231 2022-23 BUDGET

FOR PERIOD 13

SEWER		2021 REVISED BUD	2022 REVISED BUD	2023 DEPT REQ	2023 FIRST SEL	2023 BD OF FIN	2023 TOWN CNCL
20100000	578801 MNTNCE-SV	37,982.00	25,000.00	25,000.00			
	Preventive maintenance of 13 pump station generators; annual main line cleaning and inspection of problem areas that are prone to overflows; annual wet well cleaning. Reduced by \$5,000.00 from previous year.						
20100000	578803 MNTNCE-PRG	70,000.00	50,000.00	50,000.00			
	The program-related account is used to fund parts needed for the repair and routine maintenance of 13 pump stations, their electrical control equipment, flow metering and chart recorders, pumps, hoists, hydraulic check valves, mechanical seals, hoses, hardware, pipe cleaning and inspection equipment, etc.						
20100000	578805 XTRA ITEM	80,000.00	50,000.00	50,000.00			
	Requesting \$50,000 for unforeseen repairs for sanitary system.						
20100000	581888 CAP OUTLAY	621,281.00	2,345,000.00	802,000.00			
	Requesting Capital Outlay - Pay as part of user rate						
	\$ 5,000 - G.I.S- updates for Infrastructure Inventory assest management program						
	\$ 35,000 - Adjust manholes on various paving roads						
	\$ 40,000 - Sanitary sewer inspection on 2022 paving roads						
	\$ 35,000 - Easement Maintenance & Clearing						
	\$ 80,000 - Two Replacement Generarors (Hawley Lane & Scenic Hill Pump Stations)						
	\$ 40,000 - I/I - Study - Continue town wide smoke testing, video inspection, etc.						
	\$ 17,000 - Rack truck with lift & Plow (\$85,000 1st year payment spread over 5						
	\$400,000 Inspection and Construction of high pressure force main						
	\$150,000 Town Wide Repairs						
	\$802,000 Total						
20100000	589901 RNTLS-A/LS	11,340.00	.00	.00			
20100000	590011 UTIL-HEAT	10,615.00	7,728.00	7,728.00			
	Annualized FY21 actual expense plus 8% for any potential rate/usage increases in fuel.						
	Results compared against historical activity and adjusted accordingly.						

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TOWN OF TRUMBULL
NEXT YEAR BUDGET LEVELS REPORT

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PROJECTION: 20231 2022-23 BUDGET

FOR PERIOD 13

SEWER		2021 REVISED BUD	2022 REVISED BUD	2023 DEPT REQ	2023 FIRST SEL	2023 BD OF FIN	2023 TOWN CNCL
20100000	590012 UTIL-ELECT	216,518.00	183,600.00	183,600.00			
	Adjusted for additional usage, cooler temperatures, and increased rates. Results compared against historical activity and adjusted accordingly. Generation contract is until June 2022; however, new CT law is causing this contract to be increased slightly. Distribution costs increased 6% in 2019 and 5% in 2020; additional increase is expected 5/21.						
20100000	590013 UTIL-WATER	2,504.00	2,556.00	2,556.00			
	Annualized FY21 actual expense plus 8% for potential rate/usage increases. Results also compared against historical activity and adjusted accordingly.						
20100000	590014 UTIL-PHONE	1,602.00	1,602.00	1,602.00			
	On a town wide level this budget includes charges for Verizon wireless. Frontier charges have been eliminated as the town is now on a VoIP telephone system that is included in the IT budget. All service costs were annualized for FY21 and compared to prior year budget and actual costs. In addition, the Town's technology department continually monitors cell plans for usage and potential rate savings.						
20100000	595888 INT-BOND	207,590.00	224,260.00	224,260.00			
	\$ 224,260 - Interest on 8/2014, 8/2015, 8/2018 and 8/2020 bonds						
20100000	597888 PRINC-BOND	163,000.00	409,250.00	409,250.00			
	\$ 409,250 - Principal over 20 yrs on 8/2014, 8/2015, 8/2018 and 8/2020 bonds						
	TOTAL SEWERS-ENTERPRISE	9,265,460.00	11,356,545.00	10,065,502.00			
	TOTAL ENTERPRISE FUNDS	9,265,460.00	11,356,545.00	10,065,502.00			
	TOTAL SEWER	9,265,460.00	11,356,545.00	10,065,502.00			
	GRAND TOTAL	9,265,460.00	11,356,545.00	10,065,502.00			

** END OF REPORT - Generated by William Maurer **

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TOWN OF TRUMBULL
NEXT YEAR BUDGET LEVELS REPORT

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PROJECTION: 20231 2022-23 BUDGET

FOR PERIOD 13

SEWER	2021 REVISED BUD	2022 REVISED BUD	2023 DEPT REQ	2023 FIRST SEL	2023 BD OF FIN	2023 TOWN CNCL
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Sequence	Field #	Total	Page Break
Sequence 1	1	Y	N
Sequence 2	2	Y	N
Sequence 3	9	Y	N
Sequence 4	0	N	N

Report title:
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TOWN OF TRUMBULL
NEXT YEAR BUDGET LEVELS REPORT

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PROJECTION: 20231 2022-23 BUDGET

FOR PERIOD 13

Report type: 2
 Budget level: 1
 Percentage change calculation method: 1
 Print first or second year of budget requests: F
 Print revenue as credit: Y
 Include cfwd in rev bud: N
 Include cfwd in actuals: N
 Print totals only: N
 Include segment code: N
 Include report grand totals by account type: N
 Print full GL account: N
 Double space: Y
 Suppress zero bdgt accts: Y
 Print as worksheet: N
 Print percent change or comment: C
 Print text: Y
 Amounts/totals exceed 999 million dollars: N
 Print five budget levels: N
 Report view: D

Find Criteria
 Field Name Field Value
 Org 20100000
 Object
 Project
 Account type Expense
 Account status