AGENDA

DATE: Monday, October 19, 2015
TIME: 5:30 PM
PLACE: Public Works Center (Second Floor Conference Room), 15 South Smith Street

WPCA Regular Meeting:

1. Call to Order

2. Executive Session to discuss termination of Applied Technical Services

3. Approve the minutes from WPCA Meeting held on September 21, 2015 (copy included)

4. Authorize the Chairman or Vice Chairman of the Water Pollution Control Authority to execute an amendment to the June 11, 2013 Agreement with Arcadis U.S., Inc. in the amount of $68,000 to provide construction administration services for the Beacon Street Interceptor Service Area Project in accordance with a letter proposal dated October 15, 2015 (copy included).
   Account No. 09134062-5777-C0361

5. Contract Operations Report:
   a. OMI Monthly Operating Report – September 2015 (copy included)

6. Reports:
   a. FY15/16 Revenues/Expenditures MUNIS Report (copy and comptroller email included)
   b. WPCA Steffing Authorization (memorandum included)
   c. Discussion on the WWTP Capacity (memorandum included)
   d. Discussion on WPCA Projects:
      1) Main Lift Pump Replacement Project
         i. Flygt Pump Price Proposal
      2) Beacon Street Interceptor Service Area Sewer System Rehabilitation Project
      3) Sammis Street Pump Station and Ann Street Flood Damage Upgrade
   e. Sewer Use Bill Appeals/Adjustments Update
      1) Appeal status

7. Adjournment

Next WPCA Meeting: Monday, November 16, 2015
5:30 PM
Second Floor Conference Room, Public Works Center
15 South Smith Street
1. CALL TO ORDER

Chairman Oustafine called the meeting to order at 5:30PM

2. ELECTION OF OFFICERS AND SECRETARY

** MR. McCARTHY MOVED TO NOMINATE THE CURRENT SLATE OF OFFICERS AND SECRETARY

** MOTION PASSED UNANIMOSLY

3. APPROVE THE MINUTES FROM WPCA MEETING HELD ON JUNE 15, 2015 (COPY INCLUDED)

** MR. McCARTHY MOVED TO APPROVE THE MINUTES

** MOTION PASSED

** ONE ABSTENTION- MS. BIKAKIS-HAJIAN
4. AUTHORIZE THE CHAIRMAN OR VICE CHAIRMAN OF THE WATER POLLUTION CONTROL AUTHORITY TO EXECUTE AN AGREEMENT WITH CH2M IN THE AMOUNT OF $1,000,000 TO PROVIDE ON-CALL PROFESSIONAL ENGINEERING SERVICES FOR THE WASTEWATER COLLECTION SYSTEM IN ACCORDANCE WITH SCOPE OF SERVICES LETTER DATED SEPTEMBER 14, 2015 (COPY INCLUDED)

ACCOUNT NO. 09144062-5777-C0361

Ms. Burns said that is one of a series of three on-call contracts that the WPCA staff is putting before the Board for approval. She said that the intent is that each of the on-call engineering agreements will have a project or task order for the hours for each of the categories and that it will be led by staff. She said that the WPCA has not gone out for any solicitation for professional services in quite a long time so staff thought the procurement should be refreshed. She said that the scope of services for that the agreement with CH2M is for the on-call engineering services for the wastewater collection system, and the current programs are the Ely Avenue replacement or construction of the pump station, the Marvin Beach force main replacement, the East Avenue interceptor capacity restoration project and various priority sewer rehabilitation projects.

** MR. FLYNN MOVED TO APPROVE THE ITEM
** MOTION PASSED UNANIMOUSLY

Mr. Petrini arrived at 5:50PM

5. AUTHORIZE THE CHAIRMAN OR THE VICE CHAIRMAN OF THE WATER POLLUTION CONTROL AUTHORITY TO EXECUTE AN AGREEMENT WITH ARCADIS U.S., INC. IN THE AMOUNT OF $1,000,000 TO PROVIDE ON-CALL PROFESSIONAL ENGINEERING SERVICES FOR THE WASTEWATER TREATMENT PLANT IN ACCORDANCE WITH SCOPE OF SERVICES LETTER DATED SEPTEMBER 4, 2015 (COPY INCLUDED)

ACCOUNT NO’S. 09084062-5777C0256, 09124062-5777-C0360, 09154062-5777-C0544, 09154062-5777-C0545

Ms. Burns said that the scope of services for the ARCADIS agreement is for the solids handling facility improvements, aeration system and blower improvements, wet weather treatment improvements and influent sluice gate replacement within the Wastewater Treatment plant site. She said that staff anticipates looking at the solids handling facility for improvements which will need to be done prior to the agreement expiring with CH2M for contracts operations, and said that staff may want to separate out the solids handling and disposal from the O&M agreement when it goes out to bid for the operation of the Wastewater Treatment Plant.
** MR. MCMARTHY MOVED TO APPROVE THE ITEM

** MOTION PASSED UNANIMOUSLY

6. AUTHORIZE THE CHAIRMAN OR THE VICE CHAIRMAN OF THE WATER POLLUTION CONTROL AUTHORITY TO EXECUTE AN AGREEMENT WITH WRIGHT-PIERCE IN THE AMOUNT OF $250,000 TO PROVIDE ON-CALL PROFESSIONAL ENGINEERING SERVICES FOR THE PUMP STATION AND ANN STREET SIPHON CHAMBER PROJECT (PROJECT: WPCA2013-1) (MEMORANDUM INCLUDED)

ACCOUNT NO. 09124062-5777-C0360

Ms. Burns said that the scope of services for the Wright-Pierce agreement is to begin looking at the problematic pump stations and will begin with the Keeler Brook pump station and then the Fort Point pump station.

** MR. MCMARTHY MOVED TO APPROVE THE ITEM

** MOTION PASSED UNANIMOUSLY

7. AUTHORIZE THE CHAIRMAN OR THE VICE CHAIRMAN OF THE WATER POLLUTION CONTROL AUTHORITY TO EXECUTE AN AMENDMENT TO THE FEBRUARY 24, 2014 WITH DELRAY CONTRACTING INC. IN THE AMOUNT OF $22,499.66 FOR THE SAMMIS STREET PUMP STATION AND ANN STREET SIPHON CHAMBER PROJECT (PROJECT: WPCA2013-1) (MEMORANDUM INCLUDED)

ACCOUNT NO. 09114062-5777-C0360

Mr. Kolb said that the $22,499.66 deficiency is for the clean-up of the project. Mr. McCarthy said that the pump station looks great. Mr. Clark asked if this will conclude the project. Mr. Kolb said "yes" with the addendum the only item that is outstanding is the automatic air relief valves, and the check valve limit switch and that they are in and now need to be installed. Mr. Clark asked if there will be a change order for that work. Mr. Kolb said "no" and that the cost is included. Mr. Flynn asked when they will be installed Mr. Kolb said that he is waiting to hear back from the engineer on the dates but that it will be soon.

** MR. FLYNN MOVED TO APPROVE THE ITEM

** MOTION PASSED UNANIMOUSLY
8. AUTHORIZE TRANSFER FROM REPLACEMENT RESERVE ACCOUNT (224062-5789) TO CONTRACT OPERATIONS ACCOUNT (224062-5258) IN THE AMOUNT OF $200,000 THAT WAS PREVIOUSLY APPROVED BY THE BOARD ON DECEMBER 15, 2014 TO REIMBURSE OMI AND THE WASTEWATER AND COLLECTION SYSTEM MAJOR REPAIR AND REPLACEMENT FUND (MRR)

Mr. Kolb said that the $200,000 was approved by the Board on December 15, 2014, and that the monies are going to get put into MRR and utilized once the Pine Point sewer work was completed. He said because this is an operating account that staff will need a re-authorization of the funds because it is a new fiscal year. Mr. McCarthy asked if Pine Point Road will now be paved. Ms. Burns said that is now at Public Works and that she would get back to them with the schedule.

** MR. FLYNN MOVED TO APPROVE THE ITEM

** MOTION PASSED UNANIMOUSLY

9. AUTHORIZE TRANSFER FROM REPLACEMENT RESERVE ACCOUNT (224062-5789) TO PROFESSIONAL SERVICES ACCOUNT (224062-5258) IN THE AMOUNT OF $314,458.50 THAT WAS PREVIOUSLY APPROVED BY THE BOARD ON JANUARY 12, 2015 FOR PAYMENT OF INVOICES TO ARCADIS U.S., INC. RELATED TO THE MAIN INFLUENT PUMP AND RELATED EQUIPMENT REPLACEMENT PROJECT

Mr. Kolb said this is the same situation as the prior agenda item and is for monies that were approved for ARCADIS for the main lift pump project for $314,458.50, and is for the payment of invoices that have not been paid to date.

** MS. BIKAKIS-HAJIAN MOVED TO APPROVE THE ITEM

** MOTION PASSED UNANIMOUSLY

10. AUTHORIZE THE CHAIRMAN OF VICE CHAIRMAN OF THE WATER POLLUTION CONTROL AUTHORITY TO EXECUTE A SETTLEMENT AGREEMENT AND GENERAL RELEASE WITH THERESA PONGER AT 23 MACINTOSH ROAD FOR A SUM NOT TO EXCEED $5,000 FOR REIMBURSEMENT OF SEWAGE DAMAGE (CLAIM SUBMISSION AND DRAFT AGREEMENT INCLUDED)

Mr. Kolb said that staff had originally requested the homeowner to sign a release or go through the claim process. He said she has now submitted a claim on June 23, 2015, and documented the damage. He said that the issue now is that she does not have the
funds to pay for the damages and the City will not release the funds. Attorney Orenstein said that the proper approach to this is to have a settlement agreement and have a general release signed by both the WPCA and the resident. Mr. Kolb said that due to the concerns with the situation Mr. Orenstein's firm would be the escrow agent, and that the WPCA would pay the escrow agent and they would release the funds to the contractor and whatever funds are not used once the work has been completed would be released back to the WPCA.

** MR. FLYNN MOVED TO APPROVE THE ITEM

** MOTION PASSED UNANIMOUSLY

11. REPORTS

a. FY 14/15 and FY 15/16 Revenues/Expenditures MUNIS Report (copy included)

Ms. Burns reported and said that fiscal year 1 4/15 ended positively, and that the WPCA continues to be in a healthy financial position, and continues to maintain a healthy operating reserve.

Mr. Kolb reported on FY 15/16 and said that there is over $600,000 in additional sewer use charges received which is more than was anticipated. Ms. Bikakis-Hajian said that the principal debt service is over $5 million dollars but that it was not paid. Ms. Burns said that she thinks it is due to the cash versus accrual basis but that she would check with the Finance Director. Mr. McCarthy said to get a better clarity since there has been a change he requested that Mr. Barron and or Mr. Gilden attend the next WPCA meeting.

b. Contract Operations Status- Annual Inspection Report (please bring draft report previously distributed to Board members, representatives from ARCADIS, US. Inc. to attend)

Ms. Metzler reported and said she is happy to report that overall the improvement and observations were positive this year, and that nothing that is not typical at a Wastewater Treatment Plant was observed, and that the focus areas continue to be addressed. She reported on the pump stations and said that this year there was an added table for pump stations to the report where all 25 pump stations are now shown, and includes the current rankings on them, and that overall out of the 22 wastewater pump stations, eight of them currently have a risk ranking of two, and that none had a risk rating of one, and that most of them are already identified as part of a maintenance program. She said that from a permit perspective there were no permit violations for the fiscal year other than
a maximum daily on one occasion that was due to high flows, and there were no monthly exceedences. She said that from a nitrogen perspective for calendar year 2014, the Wastewater Treatment Plant ended up owing the State money to buy credits to break even with their limit and this year from the point the evaluation was stopped the plant is in line to receive credits back.

c. WPCA Staff Organizations Restructuring:

1) Operations Manager

Ms. Burns said that there have been some changes and that her position as Operations Manager has been moved to City Hall to overlap with the existing Principal Engineer who plans to retire soon. She said that previously she was a 0.6 employee with the WPCA and that 60% of her time was spent on WPCA projects, and it is yet to be determined moving forward on how much of her time will now be available to the WPCA. She did not believe there is a plan to fill the Operations Manager position once she vacates it to Principal Engineer. Ms. Bikakis-Hajian asked who is now doing the work of the Operations Manager. Ms. Burns said that she will continue to assist with the capital projects aspect of WPCA work. Ms. Bikakis-Hajian asked who was currently doing the day to day work that the Operations Manager was doing, and said that she does not think it is fair to pass the work onto someone who is already overworked, and that there is a need to find a qualified individual that can fill the position to continue the great work that has been done.

2) Sr. Environmental Engineer

Ms. Burns said that Mr. Kolb is the Senior Environmental Engineer and is a .75 employee to the WPCA, and said that he also does stormwater and solid waste programs and projects. She said that he is essentially doing the same things now minus the solid waste portion which has been moved to another employee in the department.

3) Junior Engineer- Introduction of Chris Cavalier

Ms. Burns said that there has been a staff change with the Jr. Engineer and the Wastewater Systems Technician, and said that two Jr. Engineers have been swapped. Mr. Berkun has been moved to City Hall to work on permits. He has DPW permit experience previously. She said that Mr. Cavalier was the Permit Engineer and is now with the WPCA and is new to wastewater.
Ms. Burns said that the Wastewater Systems Technician, which had been Kyle Bader is responsible for approximately $1 million dollars worth of revenue has left to take a promotion at the Health Department.

Mr. Chimento said that Mr. Kolb will be more involved with the day to day operations at the Wastewater Treatment Plant. The position is currently vacant and being advertised. Some existing DPW interns are interested in the position. Mr. McCarthy said that he understands the movements, and has no problem with them, but that he is a bit concerned with the size of the operation if something were to happen. Mr. Petrini said that he shares the same feelings and that he has serious concerns with the changes, and that he is willing to give anything a try but that he is opposed to defunding the position of the Operations Manager. Ms. Bikakis-Hajian said that she agrees. Mr. McCarthy said that he doesn’t know if this many changes this fast is the right way to go. Mr. Chimento said that the Wastewater Systems Technician will be filled soon, and that Mr. Cavalier is a fast learner and has a lot of experience with city construction and plan reviews. Mr. McCarthy asked since a portion of the Operations Managers salary is funded thorough the WPCA if the Board has a vote. Mr. Orenstein said that the WPCA is an authority created by statute, and that the powers would be designated by statute and city ordinance, and he does not know what it states as far as the ability to determine staffing, but that he would add it to his lists of tasks and report back to the Board if desired.

** MR. FLYNN MOVED TO SUSPEND THE RULES

** MOTION PASSED UNANIMOUSLY

** MR. MCCARTHY MOVED TO DIRECT SCOTT ORENSTEIN TO PROVIDE COUNSEL ON THE STAFFING ISSUE

** MOTION PASSED UNANIMOUSLY

d. Discussion on the Proposed Mall Project

Mr. McCarthy said that he had attended the public hearing and that gentlemen had stood up and spoke, and that he had also put his thoughts into a letter that was in the newspaper last night. Mr. McCarthy read the letter and said that it is a valid concern at some level, and since it was put forth publicly twice he wanted to be sure that everyone on the Board and staff was aware of it. Mr. Kolb said that in the NFDES permit the design rating the State has for Norwalk is 18MGD and that the Wastewater Treatment Plant would have to be at 90% of that flow for
180 days, and that the Wastewater Treatment Plant now is less than 14 MGD per day on an annual average. Ms. Burns said that average daily flow has been coming down which is primarily due to the wet weather projects, and rehabilitation projects that have been done in the collections system. She said that in addition to that in 2006 the Board had adopted the sewer connection fee and any developer coming into the City pays a significant connection fee to connect to the system, and the fee is based on the size of the water meter. Mr. McCarthy requested that a semi-annual report be done on the new large developments that would be adding large capacity to the system so that the Board is aware of what that number is.

e. Discussion on WPCA Project:

1) Main Lift Pump Replacement Project

   i. Flygt Pump Price Proposal

Ms. Burns said that the main lift pump project is out to bid and that the bids are due back on October 21, 2015. She said that there was a mandatory pre-bid meeting held today, and that the engineers estimate for the job is between $3.9 and $4.8 million dollars. Mr. Bazydola provided an update on the project. Ms. Burns asked if the Board had an upper negotiating limit. After further discussion it was the census of the Board that there is no limit but to get the best deal possible.

2) Beacon Street Interceptor Service Area Sewer System Rehabilitation Project

Mr. Kolb said that a majority of the work has been completed but that on William Street there is approximately a 600 foot section of pipe that needs to be elevated to identify any repairs and that will close out the original project. He said that in addition to that smoke testing was done in the Saddle Road area on Clara Drive due to a pollution concern, and that will also be addressed under the lining and point repair project. Mr. Flynn asked what a pollution concern is. Mr. Kolb said it is wastewater getting into the storm pipe. He said that staff is putting a scope together to obtain pricing from the contractor. He said that on Lockwood Lane is another location where it was identified approximately 1200 feet that staff would like to line because sewage is leaking out of the sanitary main into the storm.
3) Sammis Street Pump Station and Ann Street Flood Damage Upgrade
   Mr. Kolb said that there are a few minor items to be addressed and then the project can be closed out with FEMA and the insurance company.

f. Sewer Use Eill Appeals/Adjustments Update
   1) Appeal status
      Mr. Kolb said that the adjustments to date are $24,115.

g. Information Copies:
   1) OMI Monthly Operating Reports-June/July/August 2015 (copy included)
      Mr. Kolb reported and said that nitrogen was in band “D” and that the Wastewater Treatment Plant continues to perform very well.

   2) Contract Year 16-CPI Adjustment Letters (copy included)
      Mr. Kolb said that there is a zero percent CPI adjustment.

   3) Sewer Rate Information
      No discussion.

   ** 12. EXECUTIVE SESSION TO DISCUSS ONGOING LITIGATION WITH FLOWSERVE ABOUT MAIN LIFT PUMPS’ FAILURE AND EXPERT WITNESSES **

** MR. MCCARTHY MOVED TO ENTER INTO EXECUTIVE SESSION **
** MOTION PASSED UNANIMOUSLY **

Executive session began at 6:55PM
Executive session ended at 7:37PM
No action was taken.

** 13. ADJOURNMENT **

** MR. MCCARTHY MOVED TO ADJOURN **
** MOTION PASSED UNANIMOUSLY **

The meeting adjourned at 7:37PM

Respectfully Submitted,

Dilene Byrd
Ralph Kolb  
Wastewater Systems Manager  
City of Norwalk WPCA  
15 South Smith Street  
Norwalk, Connecticut 06855

Re: Beacon Street Interceptor Service Area  
Sewer Rehabilitation  
Additional Construction Phase  
Engineering Services

Dear Mr. Kolb:

ARCADIS is pleased to provide our scope of services and budget to assist the Water Pollution Control Authority for the City of Norwalk (WPCA) with additional construction phase engineering services for the subject project. The proposed services include construction administration and full-time, on-site resident engineering services for additional sewer rehabilitation work under the Beacon Street Interceptor Service Area Sewer Rehabilitation construction contract.

The enclosed scope of services and budget have been drafted as the Second Amendment to our Agreement, dated June 11, 2013 ("Original Agreement"), as amended by the First Amendment to the Agreement, dated July 7, 2014, including all Schedules thereto.

We appreciate the opportunity to continue to assist the WPCA with this important project. Should you have any questions or require any additional information, please do not hesitate to contact me.

Sincerely,

[Signature]

Date:  
October 15, 2015

Contact:  
Scott Haynes

Phone:  
781.213.4905

Email:  
scott.haynes@arcadis-us.com

Our ref:  
00867590.0000
Schedule A
Scope of Additional Engineering Services for City of Norwalk
Beacon Street Interceptor Service Area
Sewer System Rehabilitation - Construction Phase Services

This Schedule A to the Second Amendment – Scope of Additional Engineering Services, amends Schedule A of the First Amendment – Scope of Service and Schedule A1 – Detailed Construction Phase Engineering Services. All services described under Schedules A and A1 to the First Amendment shall remain in effect and apply as they pertain to this Scope of Additional Services for the following additional construction work:

- William Street Siphon
  - Completed pipeline dewatering, cleaning, condition assessment, and rehabilitation recommendations for previously untelevised pipe, which was previously not known to be a siphon
- Additional Point Repairs
  - Structural issues identified during pre-rehabilitation investigations at five locations, which could not be rehabilitated via trenchless repairs and required the construction of excavation point repairs
- Saddle Road Area
  - Completed inflow investigations, report, and rehabilitation recommendations for stormwater overflow area and subsequently identified illicit discharges
- Frances Avenue
  - Repaired separated stormwater pipe joint utilizing injection grouting and hydraulic cement
- Pine Point
  - Assessment of approximately 800 LF of sanitary sewer pipe for cured-in-place pipe lining due to structural condition and possible, tidally influenced infiltration. Pipe condition was deteriorated to the point that an excavation repair was necessary
- Roodner Court
  - Additional cured-in-place lining of approximately 120 LF of sanitary sewer pipe, which is structurally comprised and located under a construction site’s material stock pile
- Lockwood Lane
  - Additional cured-in-place lining of approximately 1,200 LF of sanitary sewer pipe that is exfiltrating (leaking) into the adjacent stormwater pipe
- Macintosh Road
  - Investigate and resolve sewer back-ups, which potentially could have occurred as a result of construction work, but were ultimately determined to not have been related to the contractor’s work
- Bypass Piping Extension
  - Extension of bypass piping route required by DPW to mitigate residential and vehicular impacts
- Jefferson School
  - Cleaning of blocked storm pipe, which was preventing drainage and causing overflows into Jefferson School’s playground
- Nathan Hale Field Redevelopment
  - Emergency cured-in-place lining of structurally damaged sewer pipe in advance of athletic field redevelopment, in which prolonged use of heavy equipment would be occurring above the sanitary sewer
- Clara Drive
  - Disconnect private lateral from abandoned sanitary sewer and reconnect to active line. Finish abandonment of old sanitary sewer line and manholes

The services to be provided for the above-listed, additional construction work items includes all services described in the Schedules A and A1 of the First Amendment, as they may apply, namely:

- TASK 1 – CONSTRUCTION ADMINISTRATION SERVICES
- TASK 2 – FULL-TIME, ON-SITE RESIDENT ENGINEERING
- TASK 3 – AS-BUILT RECORD DRAWINGS
- SCHEDULE A1 – DETAILED CONSTRUCTION PHASE SERVICES
Schedule B
Compensation for Construction Phase Engineering Services
City of Norwalk
Beacon Street Interceptor Service Area
Sewer System Rehabilitation

For the engineering services described in Schedule A, ARCADIS will be compensated a lump sum fee of $68,000.

This fee will not be exceeded without prior authorization from the City of Norwalk.

Invoices. ARCADIS will submit invoices to Client for each month during which services were performed. Invoices will be based on a "percent complete" basis.
1 Plant Activities

A Maintenance

MRR Repairs/Upgrades
Dumped and cleaned Dechlor tank. Installed water meter on plant water line to track reuse water in vector trucks. Repaired FST #2 gasket on suction line. Cleaned and performed PM on FST #2. Repaired BFP sludge pump #2. Contractor repaired and replaced broken doors in the plant. Replaced filters in MCC room in New Headworks. Replaced UPS for RAS pumps. Installed vertical pipe on BFP control panel to prevent water intrusion.

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<th>Work orders</th>
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<td># of WOs completed</td>
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<tr>
<td>Ending WO backlog</td>
<td>996</td>
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</tbody>
</table>

B Violations

Permit Monthly
Excursion - Reason
None

Performance Guarantee
Fecal Excursion Monthly exceedence due to break point
Chlorination Excursion of 15 , Guarantee 10

C Training

Safety
Continues with Safety Training and Smith Driving, forward and Reverse.
Updated and conducted training on Work Control Plan, AHA's and pre-task planning

Other
Conducted Safety evaluations at Devils Garden, Old Trolley Way, Bell Island, Bouton Street and Sammis St. Pump Stations

2 Collection Systems

A Pump Stations

MRR Repairs/Upgrades
Fences installed at Fort Point and Howard Ave. Pump Stations replaced UPS at the Ann St. Syphon. Replaced high level float at Howard Ave PS. Replaced check and discharge valves 5 Mile

B Collection System

Spill / Overflow Reports
AJ Penna repaired force main at Gull Rd. Force main ruptured resulting in a 200 gal. sewage spill. Penna repaired line at 69 Lockwood La. Penna replaced 6' of sewer pipe at Roland Rd.
### Personnel

#### Number of Associates / Wastewater Operator Certifications

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<th>Total Personnel</th>
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<th>Maintenance</th>
<th>Collection Systems</th>
<th>Administration</th>
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#### Changes

- OSHA Recordable Incidents: None
- Lost Time Incidents: None

### Safety

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<td>Lookup Value (lbs./day)</td>
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<td>Uncontrollable Circumstances</td>
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**Operational Review Findings**

- CH2MHiil conducted a Project Compliance & Reporting Assessment

**Summary of Findings**

- Inventory at targets.

### Total Nitrogen Performance

#### Description of Ranges/Bands

- **Expected Operating Range**
  - Band A: atTN between 1 and 175 lbs./day less than LV
  - Band B: atTN between LV and up to 117 lbs./day in excess of LV
  - Band C: atTN between 118 and 234 lbs./day in excess of LV
  - Band D: atTN greater than 234 lbs./day in excess of LV
  - atTN 176 lbs./day less than LV

### Miscellaneous

- **Regulatory Inspections**
  - Chronic Toxicity test performed
  - None
WPCA for the City of Norwalk and OMI, Inc.
Collection System Progress Meeting
October 19th, 2015

1) Collection System Data Management and Inspection

(a) Cityworks data entry for September 2015 are reflected in attached tables
   (i) Production rate for CCTV for the month of September is 2.17 miles. Next month's TV
       inspection efforts continue to focus on documenting known critical areas and sewers lines
       crossing streets on the 5-year paving list.
       1. Monthly rolling averages
          a. TV 0.08 miles a month
          b. Cleaning – 5.87 miles a month
   (ii) Focused CCTV and Cleaning being performed on clay pipes in the system. The city is
        divided into 4 quadrants and current CCTV and cleaning effort focused on the Northwest
        quadrant. The crews perform the work in a sequence from upstream to downstream, with
        a priority on inspecting pipes that have not been CCTVed in the last three years. The SW
        quadrant will be the next focus, since the system is older and likely in more need of
        repair.
        1. Older clay pipes that haven't been TV'd in over 3 years (NW Quadrant)
        2. Sewer problem areas
        3. CCTV lines that intersect the paving list – 2 paving list received from the City:2015
           paving; 5-year paving list. Three areas remaining to be CCTV-ed on the 2015 paving
           list.

(b) Hot spot list –
   (i) Final review of list has been completed and this layer is in GIS as of Nov 2014.
   (ii) Monthly work on hot spots are tracked/document separately for clarity.
   (iii) Completed three rounds of cleaning since new hot spot list was created. The 3rd round
        completed in a period of six weeks.
   (iv) Currently the crews are on the 4th round of hotspot cleaning.

(c) Deformed pipe list
   (i) 61 out of 61 deformed pipe segments have been inspected and these pipes have been
        reviewed and rated based on LOF, COF and total risk.

(d) Pipe condition downstream of PS forcemains
   (i) TV work completed for 18 PS and these pipes have been reviewed and rated based on
       LCF.
   (ii) Bouton Street PS done. 2 PS remaining – Fort Point and Perry Ave PS. CCTV to be
        performed when flows are low and will need police traffic protection.

(e) Protruding laterals
   (i) Cutter has been used to remove protruding laterals as they are found
   (ii) 3 protruding laterals cut in the month of September.

(f) Manhole raising
   (i) No manholes were identified to be raised in September.

2) Major Repair & Replacement Projects:

(a) New Manholes - Bouton Street,
   (i) Bouton Street: DPW issued permit. Working with WPCA to determine manhole location.

(b) Connecticut Avenue
   (i) Previous point repair fix required. The 8 inch repair coupling deformed due to concrete
       vault on top. The concrete vault contains utilities for Frontier communications, & CL&P.
   (ii) Penna has the required State permits to do the repair.
   (iii) Plan is to redirect the line, to move away from the vault for CL&P and Frontier
        communications. New manhole to be placed. Waiting for City approval.

(c) Pine Hill Ave Extension: Collapsed pipe found at 01-46 to 01-19. Waiting on quote from Penna.

(d) Spring Hill Ave: Sink hole at Spring Hill Ave and Springview Ave. Offset joint. Waiting for quote from
    Penna.

(e) Work Completed in September
   (i) 18 Garver. Spill was reported and lines were CCTVed. The pipe lines upstream and
       downstream of 18 Garver was CCTV-ed. There are pipe segment that need repair.
2) WPCA Capital Improvement Projects (CIPs):
   (a) Beacon St Project
      (i) Minor lining work to be Amended
   (b) Bouton St and Ely Ave
      (i) This area will continue to be monitored for a potential new pump station
      (ii) OMI will continue to monitor on a monthly basis for any changes
   (c) Ann St & Ely
      (i) Consider tying and alarm and elevation trend to SCADA through Aron Associates

3) Current Evaluations:
   (a) East Avenue (West Port Ave to Merrill) - Wet weather issues – OMI CCTV data Merrill @ East Ave – state drainage tied to sanitary?
      (i) Maps prepared for the area. Specific manholes are being monitored for surcharge and flooding issues.
      (ii) Focused CCTV/ manhole inspection along state road.
   (b) Locate all Pump Station Force mains. CH2M has contact contractors. WPCA delivered as-built information to CH2M. BSII provided an estimate in the six digits. Requested quote from Underground Surveying.
   (c) 261 Ely Ave & Roodner Court - CCTV and identify why we had multiple spills from this location. The City's line goes through an easement that includes a construction company that has a mound of soil on top of MH. Contractor removed the mound of soil and line CCTV-ed. Recommend lining pipe. Lining currently scheduled.
   (d) 24 Isaac St. - Bypass reported on April 13th. CCTV performed. Cracks in the line and bad repair from previous fixes. CCTV tape being reviewed by CH2M followed recommend replacement of 10-454 to 10-453 and 10-453 to 10-453.1. Point repair on 10-453.1 to 10-452 at 57 ft. where there is a large void. Currently on hold due to developer work.
   (e) Crescent Street – CH2M is working with the City to locate and raise the manhole. This will help to clean and CCTV the segment (23-50 to 23-52). Without raising this manhole, the pipe segment is too long to clean. City has not been able to locate the manhole since it is believed to be over 3 feet deep. Penna located line 12 feet deep, directly under the Gas Main. Penna going to locate another buried manhole about 50’ downstream off to the side of the road
   (f) Clara Drive – CCTV of several segments completed. Lining of the south segment to be scheduled. Dye testing of north segment to verify lateral connections scheduled for this week. Only house #24 is connected to the north segment. This is Ralph’s court.
   (g) Lockwood Lane - Found some contamination in the storm line and this was traced back to Lockwood lane.
      (i) Point repair completed
      (ii) Lining of the pipe being scheduled
   (h) Riverside Ave. - Performed dye testing to evaluate the odor issues. First try did not see any traces of dye leakage. Crews plan on performing the test again.
   (i) Timothy St: We had a call-out for this street (sinkhole) and crews determined the sewer line needs repair. Waiting on evaluation from CH2M to get a quote.
   (j) Glover Ave: Relocation of sewer line. WPCA is requesting a locate of the existing line to add new manhole.
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# OMNI NORWALK
## SERVICE REQUEST SUMMARY
9/1/2015 - 9/30/2015

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| GRAND TOTAL: | 7                |

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### 22 WATER POLLUTION CONTROL

**040 PUBLIC WORKS**

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**TOTAL WATER POLLUTION CONTROL**

| 16,274,589 | 0 | 16,274,589 | 5,063,267.93 | 4,462,315.99 | 6,749,005.08 | 58.5% |

**TOTAL PUBLIC WORKS**

| 16,274,589 | 0 | 16,274,589 | 5,063,267.93 | 4,462,315.99 | 6,749,005.08 | 58.5% |

**TOTAL WATER POLLUTION CONTROL**

| 16,274,589 | 0 | 16,274,589 | 5,063,267.93 | 4,462,315.99 | 6,749,005.08 | 58.5% |

**TOTAL EXPENSES**

| 16,274,589 | 0 | 16,274,589 | 5,063,267.93 | 4,462,315.99 | 6,749,005.08 | 58.5% |

**GRAND TOTAL**

| 16,274,589 | 0 | 16,274,589 | 5,063,267.93 | 4,462,315.99 | 6,749,005.08 | 58.5% |

**End of Report - Generated by Dilene Byrd**
### FOR 2016 99

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**TOTAL WATER POLLUTION CONTROL** | -15,424,589 | 0 | -15,424,589 | -15,056,950.46 | .00 | -367,638.54 | 97.6% |

**TOTAL PUBLIC WORKS** | -15,424,589 | 0 | -15,424,589 | -15,056,950.46 | .00 | -367,638.54 | 97.6% |

**TOTAL WATER POLLUTION CONTROL** | -15,424,589 | 0 | -15,424,589 | -15,056,950.46 | .00 | -367,638.54 | 97.6% |

**TOTAL REVENUES** | -15,424,589 | 0 | -15,424,589 | -15,056,950.46 | .00 | -367,638.54 | 97.6% |

**GRAND TOTAL** | -15,424,589 | 0 | -15,424,589 | -15,056,950.46 | .00 | -367,638.54 | 97.6% |

**END OF REPORT - Generated by Dilene Byrd**
From: Gilden, Frederic  
Sent: Tuesday, September 29, 2015 1:01 PM  
To: Burns, Lisa  
Subject: RE: WPCA MUNIS Report

To WPCA BOARD

The WPCA fund is an enterprise fund within the City’s Financial Statements. There are certain items that are an expense on a budgetary basis, but are not on an accrual basis. Similarly there are certain items that show on an accrued basis but are not on a budgetary basis. Our Financial System shows the accrued basis. Principal payments are a reduction of bonds payable and are not expense. Also Construction costs are moved to fixed assets which is an asset and not expense. In lieu of these items, depreciation of fixed assets is shown on an accrual basis. When we close the year account 5777 (construction) will be zero as well as 5521 which is principal payments.

Principal payments of $4,693,539 went to reduce the bond payable outstanding and Construction costs of $2,994,695 are moved to Fixed Assets.

Frederic Gilden  
Comptroller  
City of Norwalk  
Tel (203) 854-7711

From: Burns, Lisa  
Sent: Tuesday, September 22, 2015 10:21 AM  
To: Gilden, Frederic <fgilden@norwalkct.org>  
Cc: 'Oustafine, Darren' <DOustafine@darienct.gov>; 'Frederika Bikakis-Hajian' <fhajian@aol.com>; Kolb, Ralph <RKolb@norwalkct.org>  
Subject: WPCA MUNIS Report

Hi Fred:

The WPCA Board had some questions at last night’s meeting about the attached budget report (see highlights). I wasn’t able to answer their questions about 5521, 5222 and 5777. If you could answer in a memo that I could include in the next Board package or attend the next meeting on October 21, 2015 at 5:30 PM, the Board would appreciate it.

Thank you,

Lisa Burns, PE  
DPW/WPCA  
City of Norwalk  
15 South Smith Street  
Norwalk, CT 06855  
203 854 7797
October 15, 2015

Water Pollution Control Authority of the City of Norwalk ("WPCA")
15 South Smith Street
Norwalk, CT 06855

RE: Staffing Authority

Dear WPCA Board Members:

During the WPCA’s September 21, 2015 Board meeting, you requested that I provide you with an opinion regarding the WPCA’s ability to make staffing decisions. For the reasons more fully explained below, it is my opinion that the WPCA and the Director of Public Works should work together to reach an agreement on appropriate staffing levels for the WPCA’s proper operation.

Because the WPCA is an entity created pursuant to the Connecticut General Statutes, said statutes define the outer limits of its power. As stated in Chapter 103, “[a]ny municipality may, …create a new board or commission to be designated, as the water pollution control authority for such municipality.” Conn. Gen. Stat. § 7-246. Once created, “the WPCA “may enter into and fulfill contracts, including contracts for a term of years, with any person or any other municipality or municipalities to provide or obtain sewerage system service for any sewage, and may make arrangements for the provision or exchange of staff services and equipment with any person or any other municipality or municipalities, or for any other lawful services.” Conn. Gen. Stat. § 7-247. However, “[t]he water pollution control authority of the town within which there is a city or borough shall not exercise any power within such city or borough without the express consent of such city or borough.” Conn. Gen. Stat. § 7-246.

Based upon the statutory authority, the subject municipal establishes the terms and conditions under which its water pollution control authority shall operate. Here, the Norwalk Municipal Code states that:

- “The Director of Public Works shall have responsible charge, jurisdiction, rights and powers to perform all duties relating to the supervision, operation, repair, maintenance and upkeep of the wastewater system of the City.” Norwalk Municipal Code §90-1C;

- “The WPCA shall be staffed by the Director of Public Works and as many persons as the Director may determine to be necessary or convenient for the performance of its duties.” Norwalk Municipal Code §113-8;

- “The Director of Public Works and the Director of Finance shall serve ex officio without the right to vote.” Norwalk Municipal Code §113-3
“The Director shall have the responsibility for creating an organizational structure that fulfills the requirements of the WPCA.” Norwalk Municipal Code §113-10A; and

“The personnel needs of the WPCA shall be presented annually with the WPCA budget to the City in accordance with procedures established by the WPCA.” Id.

However, the Norwalk Municipal Code also impliedly provides the WPCA with the power to establish bylaws. See Norwalk Municipal Code §113-6. The “By-Laws,” which were enacted June 15, 2006, and revised on October 16, 2006 and May 19, 2009, state that “[t]he Board may hire such other agents, technical consultants, legal counsel and employees as it seems (sic) necessary to carry out its purposes.” Bylaws, Section 8. (I assume the word “seems” should have been “deems.”)

The question is then whether Section 8 exceeds the power granted the WPCA by the City of Norwalk. The key inquiry is whether the WPCA’s staffing determinations conflict with the Director of Public Works’ powers under the Norwalk Municipal Code. Here, while the Norwalk Municipal Code does reserve certain powers for the Director of Public Works, the Director of Public Works is an ex officio member of the Board, the WPCA is entitled to establish a budget that meets its staffing needs, and the By-Laws have been in place for almost a decade. In light of the foregoing, as long as the WPCA’s staffing determinations are approved or, at least, not objected to by the Director, then WPCA may make such determinations.

My recommendation is therefore for the WPCA and the Director of Public Works to work together to reach an agreement on the appropriate staffing levels for the WPCA’s proper operation.

If you should have any questions, please give me a call.

Sincerely,

[Signature]

Scott Orenstein
MEMORANDUM

TO: WPCA Board of Directors

FROM: Ralph Kolb, Sr. Environmental Engineer, WPCA

CC: Bruce Chimento, Director of Public Works, DPW/WPCA
    Lisa Burns, Operations Manager, DFW/WPCA

DATE: October 7, 2015

REASON: WWTF Available Flow Capacity

The Norwalk Water Pollution Control Facility (WPCF) is an 18 million gallon per day (MGD) advanced wastewater treatment facility using the Modified Ludzack-Ettinger (MLE) nitrogen removal process. Its most recent upgrade to its headworks system was completed in 2012, which included new main lift pumping, screening, and grit removal. The plant handles wet weather flows up to a peak of 95 MGD. Wet weather flows up to 30 MGD receive secondary treatment and flows higher than that receive preliminary treatment and additional screening, before being discharged into the Norwalk River and must meet both Federal and State effluent quality standards.

Wastewater flow through the WPCF is continuously monitored. A data analysis of the WPCF flow over a period of the last three years (October 2012 to September 2015) is presented below:

<table>
<thead>
<tr>
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<th>Flow (MGD)</th>
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</thead>
<tbody>
<tr>
<td>1-Yr Average Flow (Current Annual Avg.)</td>
<td>12.7</td>
</tr>
<tr>
<td>3-Yr Average Flow (Sept 2012 to Aug 2015)</td>
<td>12.7</td>
</tr>
<tr>
<td>180-day Rolling Flow Average</td>
<td>10.7 to 14.2</td>
</tr>
</tbody>
</table>

The City of Norwalk’s National Pollutant Discharge Elimination System (NPDES) permit (ID: CT0101249) Section 4 Condition (L) includes language identifying when the WPCA must evaluate WPCF expansion for future flow as follows:

"When the arithmetic mean of the average daily flow from the POTW for the previous 180 days exceeds 90% of the design flow rate, the permittee shall develop and submit within one year, for the review and approval of the Commissioner, a plan to accommodate future increases in flow to the plant. This plan shall include a schedule for completing any recommended improvements and a plan for financing the improvements."

Per the NPDES permit language and flow data the WPCF does not have a capacity issue. The WPCF must have an average flow of 16.2 MGD over 180 days for future expansion consideration.