AGENDA

DATE: Monday, December 16, 2019
TIME: 5:30 PM
PLACE: Public Works Center (Second Floor Conference Room), 15 South Smith Street

WPCA Regular Meeting:

1. Call to Order

2. Approve the minutes from WPCA Meeting held on November 18, 2019 (copy included)

3. Contract Operations Report:
   a. OMI Monthly Operating Report – November 2019 (copy included)
   b. Project Management Updates (copy included)
   c. End of Term Equipment Replacement Status (copies included)

4. Reports:
   a. FY19/20 Revenues/Expenditures MUNIS Report (copy included)
   b. Discussion on WPCA Projects:
      1) Sanitary Sewer System Rehabilitation – Various Locations
      2) Wall Street and Smith Street – Smoke Testing
      3) Keeler Brook PS Project – Variance application to ZBA (copy included)
   c. Sewer Use Bill Appeals/Adjustments Update
      1) Appeal status
   d. Information Copies:
      1) Clean Water Fund Application to CTDEEP (copy included)
      2) WPCA Contact List (copy included)

5. Adjournment

Next WPCA Meeting: Tuesday, January 21, 2020, 5:30 PM
Second Floor Conference Room, Public Works Center
15 South Smith Street
CALL TO ORDER

Mr. Oustafine called the meeting to order at 5:30PM.

APPROVE THE MINUTES FROM WPCA MEETING HELD ON OCTOBER 21, 2019
(COPY INCLUDED)

** MR. BOVI MOVED TO APPROVE THE MINUTES OF OCTOBER 21, 2019 AS
SUBMITTED.
** THE MOTION PASSED UNANIMOUSLY.

NORWALK HARBOR WATER QUALITY MONITORING PRESENTATION BY ROTON
MIDDLE SCHOOL STUDENTS

Mr. Kim introduced himself and his students from Roton Middle School science class and the
students provided a presentation of their findings on water quality in the Norwalk Harbor. Mr.
Kim thanked the WPCA and Mayor Rilling for all they do for water quality in Norwalk.
4. CONTRACT OPERATIONS REPORT

a. OMI Monthly Operating Report – October 2019 (copies included)

Ms. Molloy reported on the maintenance for the month of October and said there were 510 total work orders for the month and have completed 603 ending with a backlog of 132. She said that there were no permit or performance violations received for the month, and they have continued with the HANDS line training.

Ms. Molloy reported on the collections system and said that the rolling monthly average for CCTV was 1.61 miles and for cleaning as 4.42 miles.

b. End of Term Equipment Replacement Status (copies included)

Mr. Kolb reported and said to date based on the total spent and the ETR funds that are available he is projecting to be $177,000 over the budget, and that they had initially set but there are funds available in the operating account to cover the expenses. He said that $2.3 million dollars has been spent to date on equipment and that the secondary lift pump has been installed.

8. REPORTS:

a. FY 19/20 Revenues/Expenditures MUNIS Report (copy included)

Mr. Kolb said that everything is tracking as expected.

b. Draft FY 20/21 Capital Budget (copy included)

Mr. Kolb said that staff met with the Chief Financial Officer and presented the capital budget request of $3 million dollars for pump station upgrades/replacements and $750,000 for Wastewater Treatment Plant rehabilitations/improvements.

c. Discussion on WPCA Projects:

1. Sanitary Sewer Systems Rehabilitation- Various Locations

   a. 6 Gwendolyn

   Mr. Kolb presented the video of 6 Gwendolyn Avenue and said that the system could not handle the flow at the last heavy rain event. He said the pump station was recently upgraded and staff is working with Jacobs on a new design to eliminate the issue and are waiting on a final proposal. He said that City staff have met with the resident to inform her that staff are working on the issues and they should be resolved in the next few months.

   Mr. Capozzoli left the meeting at 6:00PM.
2. Wall Street Sanitary Sewer Relocation

Mr. Kolb provided an overview of the project and said that staff have been working with DPW for final project design.

Mr. Bovi left the meeting at 6:05PM.

3. Keeler Brook, Five Mile, and Old Trolley Way PS Rehabilitation

Mr. Kolb provided an overview of the project and said the project is 100% designed and they continue to work with Eversource to acquire a new easement for the Keeler Brook relocation project. In addition, the base application has been submitted and that DEEP has been very supportive.

4. SCADA Upgrade Phase I

Mr. Kolb said that Phase I of SCADA has been implemented and the test period has been completed and all of the issues have been resolved.

c. Sewer Use Appeals/Adjustments Update

1) Appeal status

Mr. Kolb said to date they have received an additional $97,241 in adjustments.

d. Information Copies:

1) 2020 WPCA Meeting Schedule (copy included)

There was no discussion.

6. ADJOURNMENT

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

The meeting adjourned at 6:16PM.

Respectfully Submitted,
Dilene Byrd
1 Plant Activities

A Maintenance

MRR Repairs/Upgrades
Replaced East and West hypo chemical tanks
Replaced PST 1 and 2 drives and flight shafts
Finalized plant water pump room painting project
Finalized installation of gravity thickener macerator #1

<table>
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<tr>
<th>Work orders</th>
<th>This Month</th>
<th>Last Month</th>
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<tr>
<td>Total Work Orders</td>
<td>643</td>
<td>617</td>
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<td># of WOs completed</td>
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<td>545</td>
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<td>Ending WO backlog</td>
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<td>59</td>
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B Violations

Permit Monthly
None

Performance Guarantee
None

C Training

Safety
Continued with HANDS on line training

Other

2 Collection Systems

A Pump Stations

MRR Repairs/Upgrades
Installed new control panel for Strathmore pump station
Replaced Pump #1 impeller at Strathmore pump station
Removed old generator and old louvers at Strathmore pump station
Finalized Fort Point pump station painting project
Finalized Westport pump station painting project
Replaced drive shaft for pump #1 at Woodward pump station
3 Personnel

A Number of Associates / Wastewater Operator Certifications

| Total Personnel | 25 |
| Operations      | 6  |
| Maintenance     | 9  |
| Collection Systems | 5 |
| Administration  | 4  |
| Turnover        | 1  |
| Certifications  | 12 |
| Class IV        | 2  |
| Class III       | 5  |
| Class II        | 2  |
| Class I         | 5  |

B Changes
Mechanic Specialist on medical leave. Temporary staffing to replace vacancy.

4 Safety

OSHA Recordable Incidents None
Lost Time Incidents None

5 Total Nitrogen Performance

| Avg. Influent Wastewater Temp. (°C) | 18 |
| Avg. BOD Loading (lbs./day)       | 12,658 |
| Actual TN Performance (lbs./day) | 432  |
| Lookup Value (lbs./day)          | 717  |
| Actual minus Lookup (lbs./day)   | -285 |

TN Performance Band
Band D

Uncontrollable Circumstances

Operational Review Findings
None

SOP Status
Band D

Summary of Findings

Description of Ranges/Bands
Actual TN (aTN), Lookup Value (LV)

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

6 Miscellaneous

Regulatory Inspections

Storm Flow Events
Norwalk WPCA
Norwalk WPCF - Monthly Report
November-19

1. Plant Operations
   A. Major Parameters

   **Monthly average BOD (mg/l)**

   **Monthly average TSS (mg/l)**

   **Monthly average Fecal (#/100 ml)**

   **Monthly average TN (lbs/day)**

   **12-month Rolling average TN (lbs/day)**

   **Monthly average Flow MGD**
1) Collection System Data Management and Inspection
   (a) Cityworks data entry for November 2019 are reflected in attached tables
       (i) Production rate for CCTV for the month of November was 1.37 miles. Next month's TV
           inspection efforts continue to focus on documenting known critical areas.
           1. Monthly rolling averages
              a. CCTV – 1.62 miles a month
              b. Cleaning – 4.86 miles a month
       (ii) Focused CCTV and Cleaning priorities
            1. Older clay pipes that haven't been TV'd in over 5 years
            2. Sewer problem areas
            3. Paving list
   (b) Hot spot list
       (i) Some hotspots that have not shown signs of debris build up will be added to a watch list and
           potentially phased out
   (c) Protruding laterals
       (i) One protruding laterals was cut in November
   (d) Manhole raising
       (i) Twenty-four manholes were raised

2) Major Repair & Replacement Projects:
   (a) None in the month of November

3) WPCA Capital Improvement Projects (CIPs):
   (a) Task Order 2: Construction work started in June 2019. In the month of November 2,735 LF of
       sewer pipe and 1,155 LF of stormwater pipe have been cleaned and CCTV-ed, 24 manholes were
       raised, and joint repairs completed at 2 locations.

4) Current Evaluations:
   (a) New items this month:
       (i) Lexington Ave: Performed dye test and CCTV-ed the sewer mains to identify leaks
       (ii) Strawberry Hill: CCTV-ed the end of the forcemain to identify pipe condition.
       (iii) 25 Theodore: CCTV-ed the sewer line to identify any leaks.
   (b) Carry over from previous months:
       (i) 112 Shorefront Park: The abandoned sewer main is being evaluated to ensure proper
           disconnection of laterals and odor control issues
       (ii) Wall St and Main St: Cleaning and CCTV of pipes on Wall St is currently under way. Smith St.
           completed
## Inspection Activities

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GRAND TOTAL: 7
December 10, 2019

Mr. Ralph Kolb, P.E.
Wastewater Systems Manager
City of Norwalk
15 South Smith St
Department of Public Works
Norwalk, CT 06855

Subject: Wastewater Treatment System Service Agreement - Project Manager Change

Dear Mr. Kolb:

This correspondence is issued to provide you notice of the Operations Management International Inc. (OMI) program management team in support of the efforts to close out the subject contract by May 17, 2020.

The current Project Manager, Monty Sedlak, will be replaced by Paola Molloy effective December 16, 2019. Ms. Molloy has supported this project for over 3 years and is very familiar with the day to day activities. To support her and the ongoing closeout efforts, OMI has committed to provide the following to ensure there are no interruptions in service:

- Greg Quink (Chief Operator) will work the first shift a minimum of four (4) days per week.
- It is not intended to directly replace the APM position at this time.
- Office coverage to receive deliveries and walk-ins will be supported by Sandy Crocker and Dale Schmude, Monday through Friday. Kevin Dahl (Regional Manager) will work out of the Norwalk office when not travelling which is expected to be 1-2 days per week.
- The Regional Maintenance Director will support the project as needed, expected to start in January 2020.
- Regional Support will be made available if any situations require resources to resolve. Additionally, Regional Support will be on-site during the last few weeks to formally close out the project.

It is our intent to work closely with you to ensure a seamless closeout and transition to the new Contractor.

Sincerely,

Kevin Dahl
Regional Manager
# ETER List

<table>
<thead>
<tr>
<th>List Number</th>
<th>WPCA Equipment Replacement List</th>
<th>Quantity</th>
<th>Initial Cost</th>
<th>Final Cost</th>
<th>Cost Savings</th>
<th>WPCA - ETER Approval Date</th>
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| Subtotal | 23 | 566,446.00 | 333,300.00 | 34,846.00 |

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| Wesco |                                  | 10/2/2019 | 10/2/2019 | 10/2/2019 |

| Subtotal | 7 | 169,959.00 | 166,060.00 | 8,000.00  |

| GA Fleet |                                      | 10/2/2019 | 10/2/2019 | 10/2/2019 |

| Hayes |                                      | 10/2/2019 | 10/2/2019 | 10/2/2019 |

| Subtotal | 6 | 189,732.00 | 189,840.00 | 700.00    |

| Technology Sales Associates |                                    | 10/2/2019 | 10/2/2019 | 10/2/2019 |

| Subtotal | 7 | 223,200.00 | 216,406.00 | 300.00    |

| Total | 94 | $2,117,684.14 | $1,924,773.25 | $192,910.89 |
## COST REPORT

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<td>$ (25,600.59)</td>
<td>$ (76,258.39)</td>
<td>$ (5,853.38)</td>
<td>$ (750.72)</td>
<td>$ (23,368.02)</td>
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<td>$ -</td>
<td>$ -</td>
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<td>$ (66,906.70)</td>
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<td>$ -</td>
<td>$ (166,006.00)</td>
<td>$ (195,615.00)</td>
<td>$ -</td>
<td>$ -</td>
<td>$ (325,200.00)</td>
<td>$ (104,400.00)</td>
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<td><strong>SUBTOTAL</strong></td>
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<td>$ (225,081.59)</td>
<td>$ (286,039.39)</td>
<td>$ (25,576.38)</td>
<td>$ (7,543.98)</td>
<td>$ (423,325.73)</td>
<td>$ (149,644.16)</td>
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<tr>
<th></th>
<th>AUG-19</th>
<th>SEP-19</th>
<th>OCT-19</th>
<th>NOV-19</th>
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<td>ETER</td>
<td>$ -</td>
<td>$ (508,181.00)</td>
<td>$ (251,266.00)</td>
<td>$ (1,635,588.09)</td>
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<td><strong>SUBTOTAL</strong></td>
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<td>$ (33,463.69)</td>
<td>$ (655,736.07)</td>
<td>$ (325,084.00)</td>
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<td><strong>TOTAL ETER FUNDS SPENT</strong></td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>$ (2,659,909.84)</td>
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</table>

## COST FORECAST

- **TOTAL EXPENSES (OCT-19)**: $2,659,909.84
- **TOTAL ONGOING EXPENSES**: $(550,639.95)
- **TOTAL ETER FUNDS AVAILABLE**: $413,986.33
# Year-to-Date Budget Report

## City of Norwalk  LIVE - 11.3.

**For 2020 99**

<table>
<thead>
<tr>
<th>ACCOUNTS FOR:</th>
<th>ORIGINAL APPROP</th>
<th>TRANFRS/ ADJSTMTS</th>
<th>REVISED BUDGET</th>
<th>YTD EXPENDED</th>
<th>ENCUMBRANCES</th>
<th>AVAILABLE BUDGET</th>
<th>PCT USED</th>
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</thead>
<tbody>
<tr>
<td>22 WATER POLLUTION CONTROL</td>
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<td></td>
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### 040 Public Works

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<th>TRANFRS/ ADJSTMTS</th>
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<th>YTD EXPENDED</th>
<th>ENCUMBRANCES</th>
<th>AVAILABLE BUDGET</th>
<th>PCT USED</th>
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<tr>
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**Total Public Works** | -17,825,161 | 0 | -17,825,161 | -17,366,216.99 | .00 | -458,944.01 | 97.4% |

**Total Water Pollution Control** | -17,825,161 | 0 | -17,825,161 | -17,366,216.99 | .00 | -458,944.01 | 97.4% |

**Total Revenues** | -17,825,161 | 0 | -17,825,161 | -17,366,216.99 | .00 | -458,944.01 |

Report generated: 12/13/2019 12:09
User: 286zbyrd
Program ID: gtybdbud
### YEAR-TO-DATE BUDGET REPORT

#### FOR 2020 99

<table>
<thead>
<tr>
<th>ACCOUNTS FOR:</th>
<th>ORIGINAL</th>
<th>TRANFRS/ADJSTMTS</th>
<th>REVISED</th>
<th>YTD EXPENDED</th>
<th>ENCUMBRANCES</th>
<th>AVAILABLE</th>
<th>PCT USED</th>
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<tbody>
<tr>
<td>22 WATER POLLUTION CONTROL</td>
<td>APPROP</td>
<td>ADJSTMTS</td>
<td>BUDGET</td>
<td>YTD EXPENDED</td>
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#### 040 PUBLIC WORKS

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<tr>
<th>ACCOUNTS FOR:</th>
<th>ORIGINAL</th>
<th>TRANFRS/ADJSTMTS</th>
<th>REVISED</th>
<th>YTD EXPENDED</th>
<th>ENCUMBRANCES</th>
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<td>.00</td>
<td>.00</td>
<td>4,888,332</td>
<td>0.0%</td>
</tr>
</tbody>
</table>

**TOTAL PUBLIC WORKS**: 18,675,161 | 0 | 18,675,161 | 4,680,804.57 | 3,629,961.25 | 10,364,395.18 | 44.5% |

**TOTAL WATER POLLUTION CONTROL**: 18,675,161 | 0 | 18,675,161 | 4,680,804.57 | 3,629,961.25 | 10,364,395.18 | 44.5% |

**TOTAL EXPENSES**: 18,675,161 | 0 | 18,675,161 | 4,680,804.57 | 3,629,961.25 | 10,364,395.18 | 44.5%
CITY OF NORWALK - VARIANCE APPLICATION

10/1/09

FEES (includes State of CT land use fee)

1&2 FAMILY RESIDENTIAL $260.00
MULTI-FAMILY $560.00
COMMERCIAL/INDUSTRIAL $560.00
APPEALS $260.00
EXTENSION OF TIME $510.00

FOR ZBA USE

VARIANCE #
Application for:
(x) Variance ( ) Appeal
( ) Special Permit ( ) Special Exception
( ) Extension of time

Eleven copies of this application must be filed with a check for $560.00 payable to "Treasurer - City of Norwalk", eleven (11) copies of Class A-2 Survey showing all buildings - existing and proposed; and 11 sets of dimensioned, scale general arrangement project drawings where applicable. Answer all questions fully using separate sheet if necessary. Please read instructions carefully. All applications and supplemental information sheets must be typed.

December 3rd, 2019

LOCATION: 473 Connecticut Ave
DATE ACQUIRED: Pending Easement from Eversource
(Street Address)

APPLICANT: Norwalk WPCA
ADDRESS: 15 South Smith Street, 2nd Floor
Norwalk, CT 06855 TEL. # 203-854-3242

OWNER: Eversource ATTORNEY: __________________________
(If other than applicant)

ADDRESS: 107 Seldon St, Berlin, CT 06037 ADDRESS:

PLATE 7SE DIST.5 BLOCK 73ALOT 11 ZONE B1 FL. ELEV. 88.0 CAM No

1. STATE VARIANCE OR APPEAL REQUESTED (SPECIFY ZONING SECTIONS).
The Norwalk WPCA is requesting a variance for a minimum height of two stories to one story
for a new sewerage pump station located on an easement to be granted to the City of Norwalk by
Eversource at 473 Connecticut Avenue. Zoning Section 118-522 C(2).

2. STATE PRACTICAL DIFFICULTIES OR UNNECESSARY HARDSHIPS. (VARIANCE ONLY.)
Please see attached project description.
3. IF APPLICATION IS FOR SETBACK VARIANCE, STATE REQUIRED DISTANCE, PROPOSED DISTANCE (EACH AS SHOWN ON SURVEY), AND STATE REQUIRED VARIANCE DIMENSION (FEET AND DECIMAL FRACTION).
   The minimum height requirement for a structure in the B1 zone is 2 stories. We are proposing one story. A variance allowing a one story structure is required.

4. IF APPLICANT IS NOT THE OWNER, STATE APPLICANTS INTEREST:
   The City of Norwalk WPCA is in negotiations with Eversource to obtain an easement for this sewage pump station while relinquishing their current sewage pump station easement located in the floodway. The easement cannot be finalized until all city approvals are obtained. Both easements are on the same parcel.

5. WHAT PREVIOUS APPLICATION(s) HAVE BEEN MADE FOR VARIANCE FOR THIS PROPERTY. (Give file number and copies if applicable).
   NA

6. DOES PROPERTY CONTAIN WETLANDS OR A WATERCOURSE?
   Yes

7. IT IS THE APPLICANT’S RESPONSIBILITY TO NOTIFY ALL ADJOINING PROPERTY OWNERS INCLUDING THOSE ACROSS THE STREET (SEE ATTACHED NOTIFICATION INSTRUCTIONS). LIST THE NAME AND MAILING ADDRESS OF SUCH OWNERS.
   Jostal Corporation, C/O Chick Fil A Inc
   5200 Buffington Rd, Atlanta, GA 30349
   Virginia Raymond Family Limited
   C/O Connecticut Ave Four LLC, D Marrella
   460 Coe Ave, East Haven, CT 06512
   MVA Holdings, LLC
   525 Connecticut Ave, Norwalk, CT 06854
   Rudolph Passerro Jr.
   410 Park Ave, Ste 1220, New York, NY 10022
   Eversource, Attn Tax Division
   107 Seldon St, Berlin, CT 06037

I HEREBY CERTIFY THAT ALL OF THE STATEMENTS HEREIN CONTAINED ARE TRUE AND CORRECT.

_____________________________  ________________________________
Property Owner Signature       Applicant Signature

(FOR BOARD USE ONLY)

HEARING DATE: ___________________    EFFECTIVE DATE: ___________________
GRANTED ( )                     GRANTED WITH CONDITIONS ( )
DENIED ( )                      DENIED W/O PREJUDICE

_____________________________
(Chair)
Background

The existing Keeler Brook Pump Station is a sanitary sewer pump station that conveys municipal wastewater for the City of Norwalk. The existing station was originally constructed in the mid 1970's and is located on an easement at 473 Connecticut Avenue, Norwalk, CT adjacent to Keeler Brook.

The existing pump station is located within flood Zone AE (EL 88 Feet) associated with the 100-year Base Flood Elevation (BFE) of Keeler Brook, as identified on the 2018 FEMA Public National Flood Hazard Layer mapping. The pump station is located within both the floodway and floodplain FEMA hazard zones. The pump station currently does not have any flood proofing features and is vulnerable to flooding during a 100-year flood event. Because the station is located in the floodway, we are not allowed to raise any of the structures to protect it from flooding. As a result, the City is relocating the station out of the regulated floodway to eliminate the potential for flooding up to the 500-year storm.

The proposed new pump station location will remain on 473 Connecticut Avenue and a new easement for the pump station and temporary construction easement for the work is pending from Eversource once all City approval are obtained. Once granted, the City will be required to relinquish its existing easement.

In order to obtain the easement from Eversource to relocate the pump station, several requirements have to be met. The proposed building needs to be outside of the Eversource work zone buffer and windage buffer relating to their high voltage transmission lines. In order to do so and maintain all required clearance, the new pump station structure can be no taller than one story and must have a flat roof.
Connecticut Clean Water Fund: Request to Place Project on Priority List

Beginning with this funding cycle (FY 2020 - 2021), all potential Clean Water Fund applicants must complete this request form for each project to be considered for funding assistance.

Municipality: Norwalk WPCA  Municipal contact person: Ralph Kolb

Project Name: WPCF Facilities Plan Update  Phone: (203) 854-3242  E-mail rkolb@norwalkct.org

Project Type: [ ] Treatment without nutrient removal  [ ] Rehabilitation of pump stations
[ ] Treatment with nutrient removal  [ ] New sewers
[ ] New pump station  [ ] Green Infrastructure
[ ] Infiltration / Inflow correction  [ ] Decentralized wastewater district
[ ] Combined sewer overflow abandonment [X] Other WPCF Facilities Plan Update
[ ] Resiliency project

Has project been assigned a Clean Water Fund project number? [X] No  [ ] Yes: CWF

For wastewater treatment facility projects, what year was last comprehensive upgrade completed?
In 2012, a new CSO / Wet Weather Preliminary Treatment System (headworks building) went online. The new headworks building consisted of preliminary treatment of wet weather flows up to 95 MGD that included screening, pumping, and aerated grit.

Brief project description:
The most recent comprehensive Facility Plan for the Norwalk WPCF (Plant) was prepared and approved in 2009. The project intent is to update the WPCF Facility Plan based on the current status of the Plant and future goals. The Facilities Plan Update will augment the prior Plan by reviewing changes to existing facilities, evaluating potential improvements, and recommending alternatives for implementation.

Please identify the project phase(s) for which funding is being sought at this time:

[X] PLANNING  (Estimated costs: $225,000)
A request for planning assistance should include all costs associated with the development of an engineering report (facilities plan).
Status of Planning Effort (as of the date of this form):
[ ] Not yet started.
[X] Consultant selected. (Name of firm: Arcadis U.S., Inc. )
[ ] Scope of work approved by DEEP. Date ___/___/___ Approved costs: $
[ ] Planning underway.
Planning complete. (Date of Final Engineering Report: __/__/_____
Engineering report approved by DEEP? Date __/__/____

DESIGN
(Estimated costs: $__________)
Design is the preparation of contract plans and specifications needed to implement the recommendations of an engineering report. It may also include legal costs associated with the identification of needed easements and land acquisition.
Status of Design Effort (as of the date of this form):
[ ] Funding for design & construction has been authorized locally.
    [ ] Design consultant selected. (Name of firm: ______________________)
[ ] Scope of work approved by DEEP. Date __/__/____ Approved costs: $_______
[ ] Design underway. Estimated completion date __/__/____
[ ] Design complete. DEEP approval date __/__/____

CONSTRUCTION
(Estimated costs, including engineering: $__________)
(Date of construction cost estimate (mm/yyyy) __/__/______)
Status of Construction Effort (as of the date of this form):
[ ] Construction has not started. Date expected to bid (mm/yyyy): __/__/_____
[ ] Construction underway. DEEP deviation letter date: __/__/____

COST INCREASES ON EXISTING PROJECTS
Occasionally, cost increases (due to change orders or high initial bids) are required on individual projects when they exceed their CWF allotment. In such a case, it becomes necessary to seek additional funds in subsequent fiscal years. If this is the reason for your request, indicate the status of your project below. §

What is the current CWF allotment for the project? Grants: $__________
    Loans: $__________

Is the project still under construction?
[ ] Yes, approximate completion will be (mm/yyyy) __/__/_____
    [ ] No, but some billing is outstanding which is estimated to exceed allotment.
    [ ] No, all bills are in, but there are insufficient funds to pay them.

How much additional funding will be needed to fully pay the bills? $__________

If you have any questions concerning this form, please contact Syed Bokhari at (860) 424-3107.

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* This form is a planning tool intended to collect standardized information for all projects, and to ensure that projects which have been completed without Clean Water Fund assistance, or for which the municipality no longer seeks assistance, are no longer carried as future needs. This request form is NOT a Clean Water Fund application. In order to officially apply for Clean Water Fund assistance, a funding application must be submitted for each project.

† A comprehensive upgrade is defined as any significant change in treatment process requiring construction or expansion of treatment tankage or replacement of mechanical processes with a value of at least 5 times the annual operation and maintenance budget at the time of construction. It is meant as a comprehensive refurbishing or expansion of the entire facility.

‡ Note that, in order to retain eligibility for Clean Water Fund assistance, prior approval of the scope of work is required for all consulting services initiated prior to a Clean Water Fund agreement. To retain eligibility for a construction project initiated prior to a Clean Water Fund agreement, a letter approving a deviation from Clean Water Fund regulations, signed by the Commissioner of DEEP, is required.

§ Note that a request for additional funds is not a guarantee that funding can be secured through the CWF.
WATER POLLUTION CONTROL AUTHORITY
December 16, 2019

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