

**CITY OF NORWALK
WATER POLLUTION CONTROL AUTHORITY VIA ZOOM VIRTUAL
VIDEOCONFERENCE AND TELECONFERENCE
REGULAR MEETING
January 21, 2025**

Attendance: Darren Oustafine, Chairman
John Igneri, Vice Chairman
Chris Mannella
John Bove
James Frayer
Barbara Smyth

Staff: Vanessa Valadares, Chief of Operations and Public Works
Ralph Kolb, WPCA Senior Environmental Engineer
Nelya Bauer, Wastewater Systems Manager
Chris Torre, Superintendent of Operations, DPW
Jared Schmitt, Chief Financial Officer

Others: Trever Steeprock, Project Manager, Veolia, Inc.
Ross Gambino, Asst. Project Manager, Veolia, Inc.
Ken Kohlbrenner, Woodard and Curran

1. CALL TO ORDER

Chairman Oustafine called the meeting to order at 5:32PM.

2. PUBLIC INPUT- (GUESTS AT THE WPCA MEETING MAY SPEAK TO ANY ITEM ON THE AGENDA. COMMENTS SHALL BE LIMITED TO NO MORE THAN THREE (3) MINUTES PER SPEAKER.)

There were no public comments this evening.

**** MR. IGNERI MOVED TO SUSPEND THE RULES TO TAKE THE AGENDA OUT OF ORDER.**

**** THE MOTION PASSED UNANIMOUSLY.**

**8. EXECUTIVE SESSION TO DISCUSS PENDING AGREEMENTS FOR THE KEELER
BROOK PS PROJECT**

**** MR IGNERI MOVED TO ENTER INTO EXECUTIVE SESSION.**

**** THE MOTION PASSED UNANIMOUSLY.**

The executive session began at 5:33 PM.

The executive session ended at 6:29 PM.

There were no motions made, and no votes were taken.

Mr. Frayer left the meeting at 6:30 PM.

3. APPROVE THE MINUTES FROM THE WPCA MEETING HELD ON DECEMBER 16, 2024

**** MR. IGNERI MOVED TO APPROVE THE MINUTES AS SUBMITTED.**

**** THE MOTION PASSED WITH FOUR (4) IN FAVOR AND ONE (1) ATTENTION- MS.
SMYTH.**

4. FINANCIAL MODEL UPDATE (PRESENTATION BY WOODARD AND CURRAN

Mr. Kohlbrenner presented an update on the WPCA's financial plan and said it covers a forecast period of five years from 2026 to 2030, and provided an overview of the assumptions and said they have not modeled any change in the customer accounts or flows, and are projecting that to be steady and estimates a provision for uncollectible accounts, as well as the flow from Wilton remaining the same, and the revenue projection staying level.

Mr. Kohlbrenner said the financial plan objectives are to meet or exceed the minimum operating cash reserve target, to meet or exceed the minimum debt service coverage target, and to fully fund operating expenses, the replacement reserve, and debt service with current values.

Mr. Kohlbrenner presented the financial plan results including proposing a 4.4% increase in FY 2025/26, followed by a steady 4% rate increase over the next four years. He said all the capital expenditures over the next several years are funded by bonds so there will be no cash expenses for those capital projects. He said that the typical residential single-family annual fee will increase by \$18.00 to \$20.00 per year over the five-year projection.

Ms. Valadares said staff is trying not to burden the residents too much and are trying to work to be very close the exactly what they had forecasted last year, and had forecasted a 4.5% increase for next fiscal year but were able to do a 4.4% increase while keeping the following four years at a 4% increase. She said because they do not know when they will receive the Consent Order there may be a few changes to the 4% increase, but as of now next fiscal year's increase will be just below what was projected on last year's financial model.

5. SCHEDULE PUBLIC HEARING FOR PROPOSED FY 2025-26 SEWER USE RATES ON TUESDAY, FEBRUARY 18, 2025, AT 5:30 PM

**** MS. SMYTH MOVED TO APPROVE SCHEDULING A PUBLIC HEARING FOR THE PROPOSED FY 2025-26 SEWER USE RATES ON TUESDAY, FEBRUARY 18, 2025, AT 5:30 PM.
** THE MOTION PASSED UNANIMOUSLY.**

6. CONTRACT OPERATIONS REPORT

a. Veolia Monthly Operating Report- December 2024 (copy included)

Mr. Steeprock reported and said that in December, the Veolia collections system team completed 1.69 miles of TV inspection, the cleaning of .48 miles of sewer lines, 72 manhole inspections, .92 miles of SL Rat, and 2.0 miles of hot list cleaning. He said it is difficult to get a lot of cleaning done when the temperatures get as low as it has been.

Mr. Steeprock said Veolia responded to 16 service calls, and the IPP inspection program conducted 33 inspections.

Mr. Steeprock reported on the maintenance and said the anoxic mixer in aeration tank #1 was replaced and successfully repaired one of the primary clarifiers.

Mr. Steeprock said the facility's nitrogen performance for the year totaled an average of 685 pounds per day and the target is 718 pounds per day and he is very happy with the way the facility is performing, and the team has done a great job using all the instrumentation on the aeration basins to drive the number where it needed to be. He said that everything is performing well at the facility but did have one near storm event on New Year's Eve when a quick rainstorm came through the coast area and the flows were up to 30MGD but had a great team response and were able to handle the flow without going into stormflow.

Mr. Steeprock said that the water pollution control facility followed all permit requirements for December, and all the reporting was completed and submitted to the CT-DEEP and the EPA and the quarterly and annual sludge report was submitted to Synagro.

b. Major Repair or Replacement/ Out of Scope Items: None

7. REPORTS

**a. FY 24/25 Revenues/Expenditures MUNIS Reports (copy included)
There was no discussion.**

**b. Draft FY 25/6 Capital Budget (copy included)
There was no discussion.**

**c. Draft FY 25/6 Capital Budget (copy included)
There was no discussion.**

d. Discussion on WPCA Engineering Projects:

1) Beacon Street Sanitary Sewer

Ms. Bauer said staff provided Brown and Caldwell the 30% design comments and they are currently progressing to 30% to 60% design.

2) Catch Basin Disconnect Program

Ms. Bauer said the program is currently on hold and that it is part of the Collection System Master Plan which is currently under review by DEEP.

3) Hubbell's Lane Relief Sewer

Ms. Bauer said that staff is working with Brown and Caldwell to progress from 90% to 100% design including updates of the specifications and they are preparing to do test kits as well to confirm the utilities.

e. Discussion on WPCA Construction Projects

1) Collection- Sammis and Bell Island Sewershed Rehabilitation

Ms. Bauer said the Instituform crews are currently preparing to start up the manual rehabilitation and lateral grouting work in the next few weeks.

2) Supervisory Control and Data Acquisition (SCADA) Updates

Ms. Bauer said they are continuing with SCADA enhancements at the pump stations and the wastewater treatment plant.

3) Keeler Brook PS Replacement

Ms. Pacelli said that staff has been working with the insurance company as well as FEMA on the claims for the Keeler Brook Pump Station.

f. Sewer Use Bill Appeals/Adjustments Update

1) Appeal Status

Ms. Bauer said the sewer use appeals/ adjustments to date are \$82,724.

8. ADJOURNMENT

**** MR.IGNERI MOVED TO ADJOURN.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting was adjourned at 6:48 PM.

Respectfully submitted,

Dilene Byrd