



**Unapproved
Town of Ridgefield
Water Pollution Control Authority**

**WPCA Special Meeting
February 27, 2020 5:30 p.m.
66 Prospect Street
Ridgefield, Connecticut 06877**

WPCA: Amy Siebert, Gary Zawacki, Rudy Marconi, Kevin Briody
WPCA absent: Ron Hill
Suez: Jeff Pennell, Michael Burke, Matt Brown
AECOM: Jon Pearson, Matt Formica

These are not verbatim minutes of the proceedings but identification of general items and specific actions undertaken.

WPCA Special Meeting called to order at 5:30 by Ms. Siebert

1) New Business

- a) Approval of Minutes. **Motion to approve January 23, 2020 minutes by Mr. Zawacki, seconded by Mr. Briody, passing 3-0**, Ms. Siebert abstaining (did not attend the January 23, 2020 meeting).

2) Old Business

- a) **South Street WWTF Upgrade Short Term Funding.** Mr. Marconi confirmed the Town had issued the \$10 million Bond Anticipation Note (BAN) for the short-term funding of the project until the Clean Water Fund Grant/Loan funds are available, and a competitive interest rate was obtained.
- b) **Transfer of Funds**
 - i) Discussed accounting transfer between the special revenue funds to the non-bonded capital fund. **Motion to approve the accounting transfer between the special revenue funds to the non-bonded capital fund as outlined in the Town Controller's memorandum Transfer 2020-1 by Mr. Marconi, seconded by Mr. Zawacki, 4-0.**
 - ii) Discussed inviting Kevin Redmond to the next WPCA meeting to review and discuss capital funds and short-term financing for the Wastewater Facilities Upgrade project.

3) AECOM Report

- a) **WWTF Upgrade Design**
 - i) Discussed status of the 2 Clean Water Fund applications that have been submitted. AECOM has been in contact with the DEEP Clean Water Fund accountant who indicated that the design grant amount DEEP has determined is within \$20 of the \$886,887 amount AECOM had determined in the design grant application, and the Draft Clean Water Fund Design Grant Agreement has been forwarded to the State Treasury Dept. for final review. Upon this agreement being completed, the state can disburse the grant funds to the WPCA.
 - ii) Earlier in the day, DEEP had forwarded the construction project sign details for the South Street WWTF Upgrade construction contract to AECOM that included the grant amount of \$12,116,983 (which is an increase from the grant amount of \$11,917,037 included in the South

Street WWTF Upgrade grant/loan application). The DEEP is currently working on the draft Agreement for the South Street WWTF Upgrade grant/loan.

b) South Street WWTF Upgrade Construction

- i) Discussed 901 Ethan Allen Highway permanent and temporary easements. Discussed the next steps are to obtain both an appraisal of the property and an assessment of value from a real estate broker for the Route 7 WWTF property after Route 7 is decommissioned. Mr. Pearson noted that the current project schedule is to advertise the Route 7 Pump Station, Force Main, and WWTF decommissioning contract for bids this fall, and award a contract for construction by the end of 2020. In order to obtain DEEP approval to award the construction contract before the end of the year, the WPCA will need to have the easements from 901 and 871 Ethan Allen Highway secured by late 2020.
- ii) Discussed previous meeting with the owner of 871 Ethan Allen Highway regarding the need for a temporary easement on their property during construction. Subsequently, the property owner forwarded an email to the WPCA with concerns about noise during construction requesting a mitigation plan for the construction impacts on his property. AECOM presented an approach that would involve two elements: installation of a 10 foot high temporary barrier with sound absorbing panels and the provision of in-office noise diffusers (white noise machines) by the Contractor during construction. Following discussion, AECOM was requested to provide a written noise mitigation plan with these elements that can be forwarded to the property owner. The WPCA requested that if the barriers are purchased and not rented, the temporary barrier and panels be turned over to the Town for use at other locations.
- iii) Mr. Pearson discussed the meeting with Police Department regarding Route 7 force main route earlier in the day. Progress was made regarding the sections of the force main route where night work may be required versus closing a road section with detours. The Police Dept. recommended further discussion with the school department regarding bus routes and impacts along the force main route. AECOM will confirm the date for a meeting with the school department.
- iv) Mr. Pearson indicated that Spectraserv has confirmed that after this week the WPCA will need to stop receiving septage at the South Street WWTF to allow construction to proceed. A request for Danbury to charge Ridgefield resident rates for septage from Ridgefield has been made, but no definitive response has been received.
- v) AECOM submitted Progress Payment Estimate No. 6 for Spectraserv in the amount of \$493,401.82. **Motion to approve Estimate No. 6 for payment by Mr. Zawacki, seconded by Mr. Marconi, passing 4-0.**

Mr. Marconi left the meeting at 6:58 p.m. to attend another meeting.

- vi) Mr. Pearson noted that the discussion at a prior WPCA meeting regarding the procedure for addressing change orders during construction was not brought to conclusion. It was noted that often decisions are needed promptly on addressing and authorizing change order work to minimize delays in providing direction to the Contractor that can in turn result in additional costs. AECOM noted that all change order items will be included in written change orders that will need to be approved by the WPCA prior to costs being paid to Spectraserv for a change item. Smaller items are typically reviewed by the Engineer with authorization to proceed given on a timely basis, while larger change order items would be brought to the WPCA for discussion and action prior to authorizing a change item. **Motion to authorize AECOM to review and authorize change order items up to \$25,000 each by Mr. Briody, seconded by Mr. Zawacki, passing 3-0.**

4.) Suez Report.

i) Mr. Pennell presented Suez Environmental report for January 2020. There were no major issues and both WWTFs were in compliance for January. He stated that the Vactor truck needs major repairs the cost of which may exceed the value of the truck. Mr. Burke stated that he would get pricing on different options regarding leasing, purchasing, and setting up-contracts with firms that provided contract vactor truck services.

Motion to adjourn by Mr. Zawacki, seconded by Mr. Briody at 7:52p.m. passing 4-0

Submitted by Diana Van Ness