

**TOWN OF OLD SAYBROOK
WATER POLLUTION CONTROL AUTHORITY
302 MAIN STREET
OLD SAYBROOK, CT 06475-2369**

REGULAR MEETING MINUTES

Tuesday, November 29, 2011

The Town of Old Saybrook Water Pollution Control Authority met on Tuesday, November 29, 2011, in the Old Saybrook Town Hall, 1st Floor Conference Room, 302 Main Street, Old Saybrook, Connecticut, to conduct its second regularly scheduled meeting of the month.

I. Call to Order

The Meeting was called to order by Chairman Chuck Wehrly at 7:30PM.

II. Roll Call of Members and Seating of Alternates

Chairman Chuck Wehrly, Secretary George Gwizd, John Claffey, Jr., Doris Zumbroski, and Ian Featherstone were present. Vice Chairman Elsa Payne and Nelson Engborg were absent. Ed Gyllenhammer, Alternate, was absent.

III. Approval of Minutes: Special Meeting November 15, 2011

A motion was made by John Claffey, Jr. to approve the Special Meeting Minutes of November 15, 2011. The motion was seconded by George Gwizd. Chairman Chuck Wehrly noted an error made under the ATS Subcommittee Update: the not to exceed limit with regards to the URI team should be \$10,000 not \$1,000.

A motion was made by John Claffey, Jr. to approve the amended Special Meeting Minutes of November 15, 2011. The motion was seconded by George Gwizd. No further discussion. The motion was carried 4-0-1.

IV. Comments from Members and Chairman

Chairman Chuck Wehrly reported on receiving both an e-mail and a letter from Joel Anderson dated November 18, 2011 in which Mr. Anderson indicated that the Noel letter is a fraud and that there is no legal basis for the WPCA to enforce septic system upgrade.

V. Comments from Public

Robert Yust raised the question regarding what considerations were made by the WPCA for sea water rise. Eugene Evangelisti commented that current water level rises were taken into consideration when using test wells. Mr. Yust is concerned about future rises in sea water levels and the need for taking into consideration the long range impact of those rises before going further with the current WWMD project. Chairman Chuck

Wehrly recommended speaking with DEEP regarding this matter. Mr. Yost commented that DEEP has interactive maps on their website showing the potential future sea water level rises for Old Saybrook.

Chairman Wehrly suggested that Robbie Marshall contact Dennis Greci of DEEP regarding this matter.

VI. Staff Reports

a. Financial Reports

Gratia Lewis received a letter from Matt Rubin regarding Eden Harbour. Mr. Rubin informed the WPCA that the Eden Harbour Condominium Association will be collecting the \$30 per month septic reserve monies from each resident. Ms. Lewis will bill Eden Harbour monthly and, per Mr. Rubin, Eden Harbour Condominium Association will send a check for the monthly total starting January 2012. In addition, Mr. Rubin will receive the back payments due the WPCA and forward a check as soon as possible.

Ms. Lewis presented the opted-in Caveat for Thompson for review by the Board and for signature by the Chairman.

A motion was made by Doris Zumbroski to accept and to authorize the Chairman to sign the Caveat for Thompson dated November 29, 2011. The motion was seconded by John Claffey, Jr. No discussion. The motion was carried unanimously.

Ms. Lewis discussed the letter to be sent to the residents of SA-1 for the purposes of thanking the residents for their cooperation, informing them that if there were any landscaping issues outstanding that they would be rectified in the Spring of 2012, and responding to questions regarding the Benefit Assessment.

Ms. Lewis distributed the updated spreadsheet reflecting the final numbers on the SA-1 contract, as well as a completed spreadsheet detailing the change orders involved with the SA-1 contract.

Ms. Lewis presented an invoice for Lombardi Gravel & Excavation LLC for 7 Maynard Circle in the amount of \$18,408.54. Eugene Evangelisti discussed the punch list prepared for Lombardi Gravel & Excavation LLC for the properties where landscaping work will need to be redone in the Spring of 2012. The financial value of the punch list was determined to be \$5,480.64 and was deducted from the total retainage of \$15,649.31. Ms. Lewis presented a check request for reimbursement of the adjusted retainage to Lombardi Gravel & Excavation LLC in the amount of \$10,168.67.

A motion was made by George Gwizd to approve the invoice for Lombardi Gravel & Excavation LLC for \$18,408.54 and the check request for Lombardi

Gravel & Excavation LLC for \$10,168.67 for payment. The motion was seconded by Ian Featherstone. No discussion. The motion was carried unanimously.

Ms. Lewis presented an invoice for Robbie Marshall for website hosting and maintenance in the amount of \$77.06 and an invoice for Saybrook Contractors LLC for repair of broken water main at 5 South View Circle in the amount of \$629.53.

A motion was made by George Gwizd to approve the invoice for Robbie Marshall for \$77.06 and the invoice for Saybrook Contractors LLC for \$629.53 for payment. The motion was seconded by Doris Zumbroski. No discussion. The motion was carried unanimously.

Ms. Lewis discussed that of the total change orders for SA-1, \$19,028.23 were a result of items not shown on the plans correctly. Ms. Lewis will be resolving the issue and will be charging back the full amount. Ms. Lewis will keep the Board apprised of the resolution.

b. Coordinator's Update

Robbie Marshall reported the need for more file cabinets in the office. Ms. Marshall will provide the WPCA with costs at the next meeting. Ms. Marshall reported that Carmody is updating their database. Ms. Marshall reported on a meeting being held in Westbrook on December 8, 2011 regarding a state-wide aerial flyover. Ms. Marshall will research this flyover as to its use by the WPCA.

Chairman Chuck Wehrly inquired as to who is responsible for signing Amendment #9; the Chairman of the WPCA, the First Selectman, or both. Ms. Marshall will discuss this matter with Attorney Eli Strassfeld of Shipman & Goodwin by the next regularly scheduled meeting on Monday, December 12, 2011.

c. Site Manager's Update

Eugene Evangelisti reported that overall the residents of SA-1 were pleased with the outcome of the construction project. The site investigations have been started in Cornfield Park. Mr. Evangelisti presented the WPCA datasheet for site investigations for comment and/or suggestions by the Board. Mr. Evangelisti reported that a meeting will be held with Mary Jane Engle, Health Director of CRAHD, to discuss soil testing protocols going forward. Mr. Evangelisti reported on sending an e-mail to Ms. Engle regarding the soil testing information obtained for Oyster River East, Thompson, Saybrook Point and any others that have been completed in order to start reviewing the results.

Mr. Evangelisti reintroduced discussion regarding obtaining a new truck for use by the WPCA. Mr. Evangelisti will have full specification information for next meeting, Monday, December 12, 2011. Mr. Evangelisti reiterated that the need for the new truck is to ensure the safety of the WPCA staff and to maintain the

integrity of the mini excavator and trailer given that Mr. Evangelisti is currently employing his own vehicle due to a lack of confidence in the safety of the Town of Old Saybrook vehicles. Mr. Evangelisti commented on some of the issues he has documented with regards to the Town vehicles. The purchase of a new vehicle would qualify as a capital expense and therefore the vehicle would be the property of the Town of Old Saybrook to be used by the WPCA. Chairman Wehrly requested that Mr. Evangelisti submit the justification and complete specifications in writing. Chairman Wehrly reminded the WPCA staff of the time sensitive nature of this matter given that the new budget is to be determined by the first of the year.

Doris Zumbroski inquired as to what has been learned from SA-1 that could be used in the future to cut costs. Mr. Evangelisti responded that much was learned in SA-1; some were cost cutting measures, but more importantly was the need to adhere to a timeline which would require the contractor to employ more than one crew, work weekends and potentially be penalized for going beyond the established timeline.

Mr. Evangelisti reported that Phil Forzley of Fuss & O'Neill indicated that 25 plans for SA-2 and SA-3 have been completed and that there are 22 plans in need of minor revision. Mr. Evangelisti reported that as matters stand, SA-2 and SA-3 will be able to go to bid no later than the first week of 2012. With regards to SA-4, Mr. Evangelisti reported that the plan format currently in hand is not the same as SA-1, SA-2 and SA-3. Mr. Evangelisti will be in touch with Kurt Mailman of Fuss & O'Neill to discuss SA-4 plans. Chairman Wehrly requested Mr. Evangelisti update Dennis Greci of DEEP regarding the SA-2 and SA-3 timeline for going out to bid. The next area after SA-2, SA-3 and SA-4 is Oyster River East with an estimated bid date of no later than March 2012.

VII. CRAHD Report

Mary Jane Engle, Health Director for CRAHD reported that CRAHD is waiting for the remaining revised plans for SA-2 and SA-3 from Fuss & O'Neill; a Class D survey recommendation sheet has been prepared for the SA-4 plans; organizing the soil testing for Thompson, Oyster River East and Saybrook Point; discussing staffing needs for the upcoming projects.

VIII. ATS Subcommittee Update

Robbie Marshall reported that an ATS agreement has been prepared and is ready for a homeowner's signature. Ms. Marshall reported that an ATS meeting with the Subcommittee members and URI will be scheduled before the end of the year.

Ms. Engle reported on a Chalker Beach resident in need of a septic system repair. Chairman Wehrly recommended contacting the DEEP on this matter.

IX. Old Business

a. Surveyor RFQs

Robbie Marshall reported that the Subcommittee has narrowed down the field to seven RFQs from twenty-two. Chairman Wehrly directed the Subcommittee to interview the surveyors and provide the Board with their recommendation.

b. Engineering RFQ

Robbie Marshall will submit the engineering RFQ to the Hartford Courant for advertisement requesting a response within approximately 30 days.

X. New Business – none.

XI. Adjournment

A motion to adjourn was made at 9:33PM by John Claffey, Jr. The motion was seconded by George Gwizd and carried unanimously.

The next regularly scheduled meeting will be held on Monday, December 12, 2011 at the Old Saybrook Town Hall, 1st Floor Conference Room, 302 Main Street, Old Saybrook, Connecticut.

Respectfully Submitted,

Melissa S Lewis
WPCA Clerk