



Stamford Water Pollution Control Authority Board Meeting
Wednesday, February 6, 2013 – 5:30 PM
Stamford Government Center – Board of Finance Room
888 Washington Blvd, Stamford, CT
Full Minutes
(The meeting was videotaped.)

Attendees

Ernie Orgera (absent)	Chairman, WPCA Board
Tim Abbazia	WPCA Board Member
Cristina Andreana	WPCA Board Member
Daniel Capano	WPCA Board Member
Michael Handler	WPCA Board Member
Donald Huppert	WPCA Board Member
Mitchell Kaufman (absent)	WPCA Board Member
Donald Rullman	WPCA Board Member
Dan Schwartz	WPCA Board Member
William Brink	Interim Executive Director, WPCA
Rhudean Bull	Administration Manager, WPCA
Prakash Chakravarti	Supervising Engineer, WPCA
William Degnan	Plant Supervisor, WPCA
Marie Sabo	Laboratory Director, WPCA
Mark Turndahl	Accountant, WPCA
Daniel McCabe	WPCA Legal Counsel

Call to Order, Pledge and Roll Call

C. Andreana called the meeting to order at 5:38PM with Roll Call and the Pledge of Allegiance. A quorum was present (6 Board Members).

Public Participation

Three public participants asked and were granted permission to speak at the meeting: C Reeder, K. Murphy and J. Zelinski.

Minutes Approval

December 5, 2012 Full Board Meeting Minutes

A motion to accept the December 5, 2012 Full Board Meeting Minutes was made by M. Handler, seconded by D. Capano. There was no discussion. **Vote:** 4-0-2 (abstentions: D. Rullman and D. Schwartz); the motion carried.

January 9, 2013 Full & Voting Board Meeting Minutes

A motion to accept the January 9, 2013 Full and Voting Board Meeting Minutes was made by M. Handler, seconded by D. Huppert. There was no discussion. **Vote:** 6-0-0; the motion carried.

January 16, 2013 Full Special Board Meeting Minutes

A motion to accept the January 16, 2013 Full Special Board Meeting Minutes was made by D. Huppert, seconded by D. Schwartz. There was no discussion. **Vote:** 5-0-1 (abstention: D. Capano); the motion carried.

Update: Status of Bond Refunding and Engineering Report

a. Discussion & Vote: Bond Refunding Resolution

P. Privitera starting his presentation by stating he wanted to set the record straight, that OPM did not prepare the SWPCA Capital Budget. He went on to say that the representative from Webster Bank could not be present and explained the supplemental appropriation process requested by the SWPCA staff. After a brief explanation regarding the procedure for Bond refunding, potential savings and what occurred with the previous request, he requested that the SWPCA Board approve authorization to appear before the City Boards to ask for refunding on their behalf.

Note: Board Member Abbazia arrived at 6:00PM during the discussion (7 Board Members present).

M. Handler made a motion to accept the Bond Refunding and move forward; seconded by C. Andreana. Discussion: M. Handler stated that the DEEP has made it clear that reserves need to be established. **Vote:** 7-0-0; the motion carried. P. Privitera added that he will bring the Financial Advisors and Underwriters along with Malcolm Pirnie to discuss this topic with the Board at the appropriate time.

Update: FY 2011-2012 Financial Statements / CAFR and Management Letter

D. Yanik reported that copies of the Financial Statements will be ready for distribution by end of following week and that the dollar amount did not change in the final document. He stated that most of the issues were discussed at the recent Financial Committee meeting but briefly discussed revenue growth, surplus and stated that cash flow was slightly negative. He said that the most significant issues noted from the Audit were the Ex. Director vacancy and lack of staff to do financials but remarked that the Board is working on the Ex. Director vacancy and with the hiring of the Accountant, the SWPCA now has appropriate resources to post its cash and do the financials.

Approval: Bid Waiver - Hine Brothers International, LLC \$69,000

P. Chakravarti presented a request to approve a Bid Waiver for the purchase of a truck to move rag and grit tubs, stating that the vehicle chosen had been recommended by the Supervisor of Vehicle Maintenance. During the discussion, Board Members questioned why it had not been competitively bid and if it was an emergency. P. Chakravarti stated that it was not an emergency and explained that the truck selected was a quality truck, and that he did not want a low bid item instead. Board Members and B. Brink further discussed the need to follow the RFP process for a non-emergency purchase of this magnitude and the need to write the specifications to assure that the exact quality item desired is obtained at the best price. They questioned whether this purchase was anticipated and why it was being rushed as a bid waiver. C. Andreana made a motion to follow the RFP process for this purchase, seconded by D. Capano. There was no further discussion. **Vote:** 7-0-0; the motion carried.

Billing / Financial Update

M. Turndahl presented a handout and explained the collections thru January 31st. He stated is working on the Sewer and Connection charge numbers for the budget to get a more accurate accounting. He closed his report stating the collection efforts are working.

L. Roca from CompUtil discussed the accounts placed with Ackerly & Ward. She reported that Liens will be placed on accounts with balances of \$30.00 or more around the middle of February.

D. Rullman questioned the amount owed by BLT. P. Chakravarti and R. Bull explained the events surrounding the BLT appeals and stated that legal actions are being handled by Attorney William Ward at the request of Chairman Orgera.

C. Andreana requested a monthly a draft statement of revenue and any changes, net actuals as well as actuals to budget for the next meeting.

Executive Session: SWPCA Staffing Reorganization

At 6:36PM, D. Huppert made motion enter into Executive Session to discuss SWPCA Staffing Reorganization, seconded by D. Rullman. There was no discussion. **Vote:** 7-0-0; the motion carried.

At 7:20PM, D. Huppert made a motion to exit Executive Session, seconded by D. Capano. There was no discussion. **Vote:** 7-0-0; the motion carried.

C. Andreana stated that no action was taken during Executive Session and there was no further discussion.

Discussion & Approval FY 2013-2014 Budget

M. Handler motioned to table discussion of the budget until the Board has had time to review it, seconded by D. Huppert. Discussion: D. Rullman suggested that the Fiscal Committee review the budget at their next meeting and generate questions for the WPCA Management. C. Andreana stated that the Fiscal Committee will meet on February 13th at 6:00PM and that all are welcome to attend, however, after some discussion, the meeting time was moved to 5:30PM. T. Abbazia asked B. Brink how much time he had spent on this budget and whether he was taking ownership of it. B. Brink replied that he had spent a lot of time on it, working together with R. Bull and M. Turndahl, and that he did take ownership. After discussion about the deadline for the budget, C. Andreana stated that a special meeting will be held after the Financial Committee meeting for full Board discussion and vote. **Vote:** 7-0-0; the motion carried.

T. Abbazia suggested that the Special Meeting could be held after the Fiscal Committee Meeting if that were to take place at the Government Center since some Board Members also had a Board of Finance Meeting to attend at 7:00PM on the 13th.

Update

B. Brink presented a handout and reported on the top ten SWPCA issues—odor control being the number one issue presently. He reported on the metering pumps to get the appropriate chemicals to the scrubbers and that he is planning to have two pumps running by April 1st. D. Capano stated that he and D. Rullman addressed this odor control problem last March and questioned what happened. He stated that there is no excuse not to have this problem solved. D. Capano expressed vehemently the need to have this problem solved and the scrubbers working by summer and mentioned that last Tuesday the odor on Harbor View would have bowled you over. B. Brink stated that as soon as the necessary quotes are received, this issue will be pushed through.

He briefly reported on the Synagro Contract stating that this item would be taken up in Executive Session and that the target is to get an extension when the contract expires in March. D. Rullman stated that he recently asked Attorney D. McCabe to review WPCA's contract with Synagro to determine if costs associated with repairing the sludge dryer conveyor and hauling wet sludge are the responsibility of Synagro. D. McCabe presented a letter addressed to W. Brink, dated February 6th, in which he expressed the opinion that Synagro should have assumed responsibility for the repair of the conveyor and the handling and disposal of the sludge in accordance with the terms of the Service Contract. D. Rullman asked W. Brink to address this issue in his ongoing discussions with Synagro.

Regarding the EPA Administrative Order, he mentioned that EPA's interest is to have a definite schedule for CMOM. D. Rullman stated he read a draft of the response to CT DEEP and thought it was good. B. Brink briefly reported on the Treatment Plant issues, past exceedances, stating that the loss of solids impacts UV—unable to maintain minimum dose. M. Handler questioned if other Plants have these issues, B. Brink replied, no. C. Andreana asked if the problem was a design issue, B.B. stated the plan is to hire an Engineering firm to look at correcting the problem.

He continued with his top ten issues mentioning a possible User Charge increase for the April cycle bill stating that this issue would need to be addressed in March. D. Huppert mentioned that Public Hearing

timelines must be built into the overall timeline. B. Brink went on to briefly report on the Darien Agreement stating that Darien is looking to share in the Nitrogen Trading Credits retroactively, CMOM, FOF and WPCA evaluations, separation of stormwater from the City's budget, possible septage rate increase, separation of SWPCA financials from that of the City and the five year Capital Improvement Plan stating it should be completed by April 1st.

Update & Discussion: Capital Projects

- a. Update: Upgrade of Secondary Clarifier—P. Chakravarti reported one clarifier is on line; another is being worked on and weather permitting should be back on line in approx. 3 weeks.
- b. Pump Stations: He reported that the work at Cumming is almost complete; expected completion date: this coming Friday or next Monday at the latest. He reported that regarding Dyke Lane, Stantec contract, totaling \$58k, is being reviewed by the law department; it [contract] is expected by the next meeting. He reported that there are a few issues Engineering is looking into but did not report what they were. He stated a Special meeting will be required to award the Wright-Pierce contract.
- c. Summer Street Ext—work is on-going.

Executive Session:

At 8:08PM, M. Handler made motion enter into Executive Session to discuss and potentially vote on the Synagro Contract legal strategy and negotiations, to discuss the Darien Agreement contract legal strategy and negotiations, and to discuss a personnel matter, concerning a search firm for SWPCA Water Pollution Control Authority Bureau Chief/Executive Director; seconded by D. Rullman. There was no discussion. **Vote:** 7-0-0; the motion carried.

At 8:55PM, M. Handler made a motion to exit Executive Session, seconded by D. Huppert. There was no discussion. **Vote:** 6-0-0; the motion carried. (D. Capano exited the meeting during the Executive Session.)

C. Andreana stated that no action was taken during Executive Session.

T. Abbazia motioned to offer Bill Brink the permanent SWPCA Water Pollution Control Authority Bureau Chief /Executive Director position with the terms to be negotiated by the Chairman and HR, seconded by D. Rullman. Discussion: Board Members stated that they were happy with the performance of B. Brink while acting as Interim Executive Director and that they wished to avoid the costs associated with the use of an executive search firm. **Vote:** 6-0-0; the motion carried.

T. Abbazia motioned to approve the terms for extending the Synagro Contract as described in the Synagro letter dated 01/15/13 with final terms to be executed via a formal contract amendment, seconded by D. Huppert. There was no additional discussion. **Vote:** 6-0-0; the motion carried.

The meeting was adjourned at 9:00PM. There remains, since the Voting minutes, to be no official recorded vote for the meeting adjournment and no SWPCA taped recording generated for the discussions and vote after the end of final Executive Session.