



**Stamford Water Pollution Control Authority
Regular Board Meeting
Wednesday, December 5, 2012
Full Minutes**

WPCA Operations Building 3rd Floor Conference Room
111 Harbor View Avenue, Stamford, CT 06902

Attendees:

Ernie Orgera	Chairman, WPCA Board/Director of Operations
Michael Handler	WPCA Board/Director of Administration
Cristina Andreana	WPCA Board Member
Daniel Capano	WPCA Board Member
Tim Curtin (absent)	WPCA Board Member
Mitchell Kaufman	WPCA Board Member
Donald Huppert	WPCA Board Member
Donald Rullman (absent)	WPCA Board Member
Tim Abbazia	WPCA Board Member
Rhudean Bull	Administration Manager, WPCA
Prakash Chakravarti	Supervising Engineer, WPCA
Bill Degnan	Plant Supervisor, WPCA
Marie Sabo	Laboratory Director, WPCA
Mark Turndahl	Accountant, WPCA
Daniel McCabe	Legal Counsel
Peter Privitera	OPM Director, City of Stamford
David Yanik	Controller, City of Stamford

Call to Order, Pledge and Roll Call

Chairman Orgera called the meeting to order at 5:38 p.m. with Roll Call and the Pledge of Allegiance. A quorum was present (6 Board Members).

M. Kaufman made a motion to take the agenda out of order, as he needed to leave; D. Huppert seconded. There was no discussion. Vote: 6-0-0; the motion carried.

Update: Status of Bond Refunding and Feasibility Report

P. Privitera stated that a draft copy of the report was sent to R. Bull for distribution to the Board. It was also sent to the Board of Representatives and the Board of Finance. He stated that the draft does not contain all actual financial reports yet and that the Board Members should look at the report since now is the time to ask questions. He mentioned that it should be discussed at the next BOF Fiscal Committee Meeting on December 17th.

P. Privitera also stated that if the Board moves on hiring an Executive Director, it should be looked upon as a contractual agreement, not a personnel hiring. He recommended doing a bid waiver for <\$50,000, paying the person a per diem rate for 3 months. The full Board must approve spending more than \$50,000.

Public Participation

No members of the Public spoke.

Approval of the November 15, 2012 Full Board Meeting Minutes and November 20, 2012 Special Board Meeting Minutes

D. Huppert made a motion to approve the November 15th full Board meeting minutes; seconded by D. Capano. There was no discussion. Vote: 6-0-0; the motion carried.

T. Abbazia arrived at 5:46 p.m. Seven (7) members present.

M. Handler made a motion to approve the November 20, 2012 Special Meeting Minutes; seconded by M. Kaufman. There was no discussion. Vote: **5-0-2** (D. Capano and D. Huppert abstained).

Note: although the Chairman stated the vote was 4-0-2, T. Abbazia's arrival changed the amount of members from six to seven. Therefore, the actual vote was 5-0-2 (Abstentions: D. Capano and D. Huppert).

Update: Foreclosures, Connection Charge Appeals

Atty Bill Ward reported on 39 accounts: 1 had been paid in full, 7 were foreclosures, 2 were meeting to establish payment plans, 5 accounts had banks requesting payoffs, 1 was in bankruptcy, and 23 had title searches done and foreclosures ready to proceed. \$95,000 was collected in delinquencies of which approximately \$30,000 was within the first 5 days of the month.

Presentation of FY 2011-2012 Financial Statements/Draft CAFR

D. Yanik introduced Bruce Blasnik from O'Connor Davies to present information. B. Blasnik stated that the field work was substantially complete and highlighted several items such as: changes to the City OPEB and pension funding, the management letter, the total operating revenue increase of ~10% or ~\$2 million, the bulk of which was related to the rate increase of ~8%, salaries decreased, utilities decreased, and the bad debt allowance increase by \$520,000 to \$890,000. He advised the WPCA to seek advice of Counsel on the controversial issues on pages 13-14. He referred to internal control measures, the lack of an Executive Director as material weaknesses. He stated that the pooled cash arrangement was not a good process. D. Yanik thanked him for his work. C. Andreana asked from whom at the WPCA this information was gathered; he replied R. Bull, P. Chakravarti, and E. Orgera and that he also spoke to Board Members.

Financial Update

M. Turndahl presented a handout and reported that \$7,720,000 had been collected since July through December 4th and that the October billing was at a 76% collection rate. Board Members suggested improvements to the reporting format.

Plant Update: Upgrade of Secondary Clarifier and Thickeners

B. Degnan introduced Brent Peterson from Clearstream and requested he provide an update on the project. B. Peterson he stated that the work in the schedule for Clarifier #1 was to be completed by the following week after which Clarifier #2 will be taken down to begin work. All of the equipment required is on-site and the work will be completed a couple of days ahead of schedule. B. Degnan stated that the work will be done within a day or 2 of the deadline given to the DEEP and that there is also work underway on the three thickener tanks.

Update & Discussion: Capital Projects

P. Chakravarti reported that the Cummings Pumpstation lost power due to the buried cable at the barrier and new circuits must be installed. He stated that Portanova will be doing the excavation and

CL&P is working on reconnecting the power service. He reported the total cost is ~\$162,000, of which the City's portion would be ~\$81,000. There was discussion regarding a MOA for separation of cost between the City and the WPCA. It was agreed that the issues of the MOA would be handled by the Finance Committee.

Dyke Lane—P. Chakravarti reported that proposals had been review and the committee agreed to award the contract to Stantec. However, D. Capano stated he wanted to review the proposals before a final decision is made.

Carriage Drive—He reported that Engineering is reviewing the project and plans, as well as EPB, along with the scope of service.

Summer Street Ext.—He reported that the project was postponed until Jan 2013; discussed the reason for the work, stating that it appeared the old 8 in' pipe collapse.

Approval: 2013 Meeting Schedule

The Board discussed and subsequently voted to move the venue of the SWPCA Board meetings to the Board of Finance Room at the Government Center. T. Abbazia made the motion to move the meetings to the BOF Conference room 4th floor; seconded by C. Andreana. There was no additional discussion.

Vote: 7-0-0; the motion carried.

M. Handler made a motion to continue the meetings on Wednesdays at 5:30 pm; seconded by D. Huppert. There was no additional discussion. Vote: 7-0-0; the motion carried.

Discussion/Update: Hire a Provisional, Interim or Permanent SWPCA Water Pollution Control Authority Bureau Chief/Executive Director

Executive Director Discussion: D. Huppert made a motion to hold a Special meeting Wednesday, December 12, 2012 at 7:00 pm to interview a second candidate for the Executive Director vacancy; seconded by C. Andreana. Vote: 7-0-0; the motion carried.

Old Business

28 Intervale Road—E. Orgera reported the issues at this property site. After a brief discussion, P. Chakravarti stated that the project was completed properly. However, D. Huppert stated he wanted to get Engineering's input. C. Andreana suggested waiting to make a decision about this issue until after the City Engineer reports his findings.

CTDEEP Reporting—R. Bull reported that M. Sabo had provided training on bypass reporting to applicable SWPCA staff.

Synagro Contract—It was agreed that the Synagro contract would be handled by the sub-committees. E. Orgera requested that the Board submit via e-mail the following week their desire to service on individual committes: Technical, Finance, HR.

C. Andreana requested an update on the Darien contract for the next meeting.

M. Handler made a motion to adjourn the meeting at 7:19 p.m.; seconded by M. Kaufman. Vote: 7-0-0; the motion carried.