



**AGENDA**  
**Water Pollution Control Authority Meeting**  
**Monday, December 19, 2016**

**Council Chambers**  
**Immediately following Regular Council Meeting**

1. **ROLL CALL**
  2. **APPROVAL OF MINUTES**
    - **Regular Meeting – October 24, 2016**
  3. **SPECIAL GUEST**
  4. **OLD BUSINESS**
    - A. **Discussion:** Collection System Study Including Smoke Test Results (Tabled 10/19/2015)
  5. **NEW BUSINESS**
  6. **ITEMS FOR DISCUSSION**
    - A. **\*\*Discussion/Resolution:** Resolution Authorizing the Town Manager to Apply for and Enter Into Agreement Related to Clean Water Fund Grants for WPCA.
  7. **MISCELLANEOUS**
  8. **ADJOURNMENT**
-

**ENFIELD TOWN COUNCIL**  
**Acting in its capacity as**  
**WATER POLLUTION CONTROL AUTHORITY**  
**OCTOBER 24, 2016**

A meeting of the Water Pollution Control Authority was called to order by Chairman Kaupin in the Council Chambers of the Enfield Town Hall, 820 Enfield Street, Enfield, Connecticut on Monday, October 24, 2016. The meeting was called to order at 7:21 p.m.

**ROLL-CALL** –Present were Commissioners Arnone, Bosco, Davis, Deni, Edgar, Hall, Kaupin, Lee, Stokes and Szewczak. Commissioner Cekala was absent. Also present were Town Manager, Bryan Chodkowski; Town Clerk, Suzanne Olechnicki; Deputy Director of Public Works, Bill Taylor; Water Pollution Control Superintendent, Kevin Shlatz

**APPROVAL OF MINUTES**

**MOTION #6258** by Commissioner Deni, seconded by Commissioner Stokes to accept the minutes of the October 3, 2016 Regular Meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #6258** adopted 10-0-0.

**SPECIAL GUEST**

There were no special guests this evening.

**OLD BUSINESS**

Item A. will remain on the table.

**NEW BUSINESS**

There were no New Business items on this evening's agenda.

**ITEMS FOR DISCUSSION**

**MOTION #6259** by Commissioner Bosco, seconded by Commissioner Arnone to move Item 6A to Miscellaneous.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #6259** adopted 10-0-0.

## MISCELLANEOUS

**RESOLUTION #6260** by Commissioner Lee, seconded by Commissioner Stokes.

WHEREAS, the Authority is moving expeditiously with efforts related to the Water Pollution Control Project Upgrades (the “Upgrades”), specifically the Plant Design; and

WHEREAS, a Project Manager is required to oversee the Plant Design; and

WHEREAS, the Authority now wishes to engage a consultant for Project Management services related to Plant Design, including design oversight, value engineering, miscellaneous peer review, procurement assistance, pre-construction recommendations, assistance with grant related paperwork, invoice review, progress report review and recommendations; and

WHEREAS, staff has solicited proposals from three qualified engineering firms with experience in wastewater engineering in Connecticut; and

WHEREAS, each of the firms is currently under contract for On-Call Consulting & Engineering Services; and

WHEREAS, in accordance with Chapter V, 8(d) of the Charter, it has been determined by the Town Council that it is against the best interests of the Town of Enfield to invite sealed bids or proposals;

NOW, THEREFORE, BE IT RESOLVED, the Town Manager, is hereby authorized to engage Fuss & O’Neill as Contract Project Manager for services related to the Upgrades Plan Design pursuant to that firms’ existing contract for On-Call Consulting & Engineering Services.

BE IT FURTHER RESOLVED, that the Town Clerk is authorized to impress the seal of the Town of Enfield on any such document, amendment, rescission, or revision.

Present for this discussion was Virgil Lloyd, Senior Vice President of Fuss & O’Neill.

Mr. Taylor stated they are on the fast track for design improvements to the Water Pollution Control facility. He noted they are asking to hire a consultant as the owner’s Project Manager for the design upgrade to the plant only. He stated they would like to go out to bid by late next spring so that they can qualify for funding on the order of \$5 million dollars.

He stated Fuss & O’Neill came in with the lowest price for the scope of services.

Commissioner Szewczak questioned whether Fuss & O’Neill would do cost estimates, and Mr. Lloyd responded that would be done by the design engineer.

Commissioner Szewczak questioned if they would have a construction manager for these projects, and Mr. Taylor stated they would bid for a general contractor, and at that point the Town would probably hire an owner's representative, who would represent the Town.

Commissioner Arnone questioned why the Town needs Fuss & O'Neill if they already have Woodard & Curran. Mr. Lloyd stated there are a lot of administrative tasks, which are the responsibility of the owner. He noted this is to help Town staff administer and monitor Woodard & Curran. He stated his belief the Town would be getting good value for its money.

Commissioner Deni questioned the dollar figure, and Chairman Kaupin responded \$68,000. Mr. Taylor stated they did recognize there are some tasks that they did not enumerate; therefore, they built in a little money for that reason.

Commissioner Deni raised the possibility of hiring someone on a temporary basis, and Mr. Chodkowski stated there was discussion at the administrative level about the pros and cons of hiring a temporary person, but they wanted to move promptly and decided this was the best way to go.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #6260** adopted 10-0-0.

### **ADJOURNMENT**

**MOTION #6261** by Commissioner Hall, seconded by Commissioner Szewczak to adjourn.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #6261** adopted 10-0-0, and the meeting stood adjourned at 7:40 p.m.

Respectfully submitted,

Suzanne F. Olechnicki  
Town Clerk  
Clerk of the Council

Jeannette Lamontagne  
Secretary to the Council



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# TOWN OF ENFIELD

December 8, 2016

Honorable Members  
Enfield Town Council  
Enfield, Connecticut

**Subject: Resolution Authorizing Town Manager to Apply For and Enter into Agreements  
Related to Clean Water Fund Grants for WPCA**

Councilors:

**Highlights:**

- Work continues on the WPCF Upgrades;
- Design work is currently underway at a cost in excess of \$2 Million;
- Total project authorization via referendum is \$36 Million;
- Clean Water Grant funds could be available on the order of 20% with additional low interest loans;
- Town staff, along with the Owner Project Manager, Fuss & O'Neill, are presently preparing the grant application documents;
- Resolutions were previously adopted for Clean Water Grant funding for the Facility Plan;
- The facility and collection system upgrades project requires that a new authorizing resolution be adopted.

**Budget Impact:**

There is no budget impact. Failure to adopt a new resolution will result in delayed reimbursement of funds to the Town.

**Recommendation:**

Approve the enclosed Resolution.

Respectfully Submitted,

A handwritten signature in black ink that reads "Jonathan S. Bilmes". The signature is written in a cursive style.

Jonathan Bilmes, PE  
Public Works Director

**Attachments:**

1. Resolution

**ENFIELD TOWN COUNCIL**

**ACTING IN ITS CAPACITY AS THE WATER POLLUTION CONTROL AUTHORITY**

**RESOLUTION AUTHORIZING THE TOWN MANAGER TO EXECUTE  
DOCUMENTS RELATED TO CLEAN WATER FUND FINANCING FOR WATER  
POLLUTION ABATEMENT FACILITIES**

**RESOLUTION NO. \_\_\_\_\_**

**WHEREAS**, work continues on the Water Pollution Control Facilities Upgrade;

**WHEREAS**, upon application approval and official fund allocation, Clean Water Grant funds could be available to fund 20% of the cost of the work and; and

**WHEREAS**, upon application approval and official fund allocation, low interest loans from the Clean Water Fund could be available to fund the balance of the cost of the work; and

**WHEREAS**, as a result of the appointment of Bryan R.H. Chodkowski as Town Manager, the Connecticut DEEP requires a new authorizing resolution and incumbency certificate be adopted;

**BE IT RESOLVED**, that it is in the best interest of the Town of Enfield to enter into contracts with the State of Connecticut Department of Energy & Environmental Protection. In furtherance of this resolution, Bryan R.H. Chodkowski, Town Manager, is duly authorized to enter into and sign the contracts on behalf of the Town of Enfield. The Town Manager is further authorized to provide such additional information and execute such other documents as may be required by the state or federal government in connection with the contracts and to execute any amendments, rescissions, and revisions thereto.

**BE IT FURTHER RESOLVED**, that the Town Clerk is authorized to impress the seal of the Town of Enfield on any such document, amendment, rescission, or revision.

I, Suzanne Olechnicki, the Town Clerk of the Town of Enfield, do hereby certify this to be a true copy of the resolution duly adopted at the Regularly Scheduled Meeting of the Water Pollution Control Authority on December 19, 2016, and that it has not been rescinded, amended or altered in any way, **and that it remains in full force and in effect.**

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**Town Clerk**

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Date

[SEAL]