



AGENDA
Water Pollution Control Authority
Special Meeting

Monday, October 15, 2018
Council Chambers
6:00 PM

1. **ROLL CALL**
 2. **APPROVAL OF MINUTES**
 - **Special Meeting – June 4, 2018**
 3. **PUBLIC COMMUNICATIONS**
 4. **OLD BUSINESS**
 5. **NEW BUSINESS**
 6. **ITEMS FOR DISCUSSION**
 - A. **Discussion/Resolution:** Resolution Authorizing the Mayor to Sign an Application on Behalf of the Water Pollution Control Authority with the Department Energy and Environmental Protection.
 - B. **Discussion/Resolution:** Resolution to Correct the Sewer Service Fee Schedule for Fiscal Year 2018-2019.
 7. **MISCELLANEOUS**
 8. **ADJOURNMENT**
-

ENFIELD TOWN COUNCIL
Acting in its capacity as
WATER POLLUTION CONTROL AUTHORITY
JUNE 4, 2018

A meeting of the Water Pollution Control Authority was called to order by Chairman Ludwick in the Council Chambers of the Enfield Town Hall, 820 Enfield Street, Enfield, Connecticut on Monday, June 4, 2018. The meeting was called to order at 10:26 p.m.

ROLL-CALL – Present were Commissioners Arnone, Cressotti, Davis, Deni, Falk, Ludwick, Muller, Szewczak and Unghire. Commissioner Cekala entered at 10:28 p.m. Commissioner Bosco was absent. Also present were Interim Town Manager, Christopher Bromson; Town Clerk, Suzanne Olechnicki; Senior Assistant Town Attorney, Maria Elsdon; Deputy Director of Public Works, Gregg Gabinelle; Director of Social Services, Dawn Homer-Bouthiette; Assistant Director of Social Services, Damian Humphrey; Director of Finance, John Wilcox

APPROVAL OF MINUTES

MOTION #4683 by Commissioner Falk seconded by Commissioner Arnone to approve the minutes of the May 21, 2018 meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #4683** adopted 10-0-0.

SPECIAL GUESTS

There were no Special Guests this evening.

OLD BUSINESS

There were no items under Old Business.

NEW BUSINESS

There were no items under New Business.

ITEMS FOR DISCUSSION

RESOLUTION #4684 by Commissioner Arnone, seconded by Commissioner Szewczak.

WHEREAS, work continues on the WPCA Upgrades Project;

WHEREAS, the total cost of the work has been estimated at \$31,357,038; and

WHEREAS, upon application approval and official fund allocation, Clean Water Grant funds are available to fund \$5,658,559 (20% of eligible expenses); and

WHEREAS, low interest, 2%, loans are available to fund \$23,169,235, the balance of eligible expenses; and

WHEREAS, as a result of the recent appointment of an Acting Town Manager, CT DEEP requires a new 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, Christopher W. Bromson, the Interim Town Manager, is duly authorized to enter into and sign the contracts on behalf of the Town of Enfield. The Interim 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 documents, amendment, rescission, or revision.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #4684** adopted 10-0-0.

MISCELLANEOUS

There were no items under Miscellaneous.

ADJOURNMENT

MOTION #4685 by Commissioner Unghire, seconded by Commissioner Szewczak to adjourn.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #4685** adopted 10-0-0, and the meeting stood adjourned at 10:30 p.m.

Respectfully submitted,

Suzanne F. Olechnicki
Town Clerk
Clerk of the Council

Jeannette Lamontagne
Secretary to the Council



TOWN OF ENFIELD

October 10, 2018

Honorable Members
Enfield Town Council
Water Pollution Control Authority

Subject: Resolution Authorizing the Mayor to Sign an Application on Behalf of the Water Pollution Control Authority with Department of Energy and Environmental Protection

Councilors:

Highlights:

- The Public Works Truck Wash is currently under construction at the Public Works Facility at 40 Moody Road.
- Operation of the Truck Wash will require a connection to the Sanitary Sewer System to discharge wash water with detergents.
- Because of the discharge volume, the application for connection to the sanitary sewer must be approved and signed by a majority of the Town Council, acting as the Enfield Water Pollution Control Authority, or by a Council designee authorized to sign on behalf of the entire Council (WPCA).

Budget Impact:

There is no budget impact.

Recommendation:

It is recommended that the Town Council approve the attached resolution.

Respectfully Submitted,

Donald Nunes
Acting Director, Enfield Department of Public Works

Attachments:

1. Resolution

WATER POLLUTION CONTROL AUTHORITY

RESOLUTION NO. _____

**RESOLUTION AUTHORIZING THE CHAIRMAN OF THE WPCA TO SIGN THE
GENERAL PERMIT REGISTRATION FORM FOR THE DISCHARGE OF VEHICLE
MAINTENANCE WASTEWATER WITH DEPARTMENT OF ENERGY AND
ENVIRONMENTAL PROTECTION**

RESOLVED, that Michael Ludwick, Chairman of the Water Pollution Control Authority, is authorized to sign the General Permit Registration Form for the Discharge of Vehicle Maintenance Wastewater with the Department of Energy and Environmental Protection, in the name and on behalf of the Water Pollution Control Authority and to affix the Corporate Seal.

Attachment C: Approval for Connection to a Sanitary Sewer

The registrant and a responsible official from the POTW receiving the discharge must sign this approval. Where a local sewer commission acts independently of the POTW (i.e. facilities that receive sewage from more than one town), both the local sewer commission and POTW authority must sign the approval.

The below referenced facility is seeking Authority from the Department of Environmental Protection to discharge wastewater to the sanitary sewer for a period of _____ (check one)

<30 days >30 days to one year >1 year


Discharge volume will not exceed **10,000** gallons per day.

The discharge shall consist of: **wash water with detergents**

Discharge Site: **Enfield Department of Public Works**
Site Address: **40 Moody Road**
City/Town: **Enfield** State: **CT** Zip Code: **06082**

Signature of Registrant _____ Date **09/25/2018**

To be completed by receiving POTW:
Name of Receiving POTW: **Enfield Water Pollution Control Division**
Address of POTW: **90 Parsons Road**
City/Town: **Enfield** State: **CT** Zip Code: **06082**

Approved by:  _____ Date _____
Signature Date

Name (please print) **Superintendent Kevin Shlank** Title **Superintendent**

To be completed by Commission:
Local Sewer Commission: **Enfield Water Pollution Control Authority**
(if different than receiving POTW)
Address: **90 Parsons Road**
City/Town: **Enfield** State: **CT** Zip Code: **06082**

Approved by: _____ Date _____
Signature Date

Name (please print) _____ Title _____

Comments:



TOWN OF ENFIELD

September 28, 2018

Honorable Members
Enfield Water Pollution Control Authority
Enfield, Connecticut

Subject: Resolution to Correct the Sewer Service Fee Schedule for Fiscal Year 2018-2019.

Councillors:

Highlights:

- The Sewer Service Fee Schedule that was attached to the resolution adopting the sewer usage fees for FY19 contained several typographical errors.
- Since the Sewer Service Fee Schedule was an attachment to the resolution adopting the rates, we cannot just make the corrections.
- State statutes specify that the minimum interest charge should be \$2.00. Our schedule showed \$2.02.
- Historically, we have granted a 7.5% reduction in consumption for the summer months. Our schedule showed 7%. We have confirmed with Woodard and Curran that they made no changes to that usage reduction.
- Finally, for clarification, we would like to state that well users should be charged the Ready to Serve Charge based on the smallest meter size. The Ready to Serve Charge is a fixed fee that covers the costs of owning and maintaining the water pollution control facility. It should be charged to all system users.

Budget Impact:

There will be no budget impact from this request.

Recommendation:

It is recommended that the Town Council adopt the attached resolution.

Respectfully Submitted,

John A. Wilcox, CPA
Director of Finance

Attachments:

1. Resolution

Water Pollution Control Authority

Resolution No. _____

Resolution to Correct the Sewer Service Fee Schedule for Fiscal Year 2018-2019

WHEREAS, the 2018-2019 Sewer Service Fee Schedule that was attached to Resolution No. 6281 adopting the sewer usage fees for Fiscal Year 2018-2019 contained several typographical errors; and

WHEREAS, the Water Pollution Control Authority wants to correct these errors and provide the corrected Sewer Service Fee Schedule information to residents on the Town website.

NOW, THEREFORE, BE IT RESOLVED, that the Enfield Water Pollution Control Authority hereby adopts the corrected Sewer Service Fee Schedule for fiscal year 2018-2019, attached hereto as "Attachment A."

Date Submitted: September 28, 2018
Submitted by: Director of Finance

**TOWN OF ENFIELD
WATER POLLUTION CONTROL AUTHORITY
SEWER SERVICE FEE SCHEDULE**

Pursuant to §86-203(2)
FOR FISCAL YEAR 2018-2019

WATER USAGE BASED SEWER RATES

- Billed water consumption ≤20,000 \$3.43 per 1,000 gallons
- Billed water consumption > 20,000 \$5.13 per 1,000 gallons

A seasonal adjustment is made by reducing the daily consumption of potable water for the months of June, July, and August by 7.5%.

**SEWER USAGE BASED RATES
(FOR SEWER USERS WITH SEWER METERS)**

- Significant users with sewer meters: charges will be computed by multiplying the quarterly volume of sewerage by \$5.13 per 1,000 and billed quarterly.

PRIVATE WELL BASED RATES

- Well Users will be charged quarterly based on the average consumption by user classification:
Residential and small non-residential 12,780 gallons per quarter for FY18/19
Commercial and industrial 90,000 gallons per quarter for FY18/19

The ready to serve fixed quarterly charge for well users will be based on the smallest meter size.

DELINQUENT ACCOUNTS

Interest will be charged on delinquent accounts at the rate of 1-1/2% per month, with a minimum charge of \$2.00, as provided by statute. Appeals for such charges must be filed within 30 days after the mailing of the bills. NOTE: Sewer Fees are the responsibility of the property owner.

READY-TO-SERVE FIXED QUARTERLY CHARGE

METER SIZE	SIZE FACTOR	CHARGE
5/8"	1.0	\$21.00
3/4"	1.5	\$31.50
1"	2.5	\$52.50
1-1/2"	5.0	\$105.00
2"	8.0	\$168.00
3"	15.0	\$315.00
4"	25.0	\$525.00
6"	50.0	\$1,050.00
8"	80.0	\$1,680.00

The Ready-to-Serve Charge is established to provide for the fixed expenses of owning and maintain the water pollution system such as the physical plant, lift stations, pump stations, manholes, collection lines and piping. For customer billed on a monthly basis, the monthly fixed charged shall be one third of the values shown in the table above.

SEWER CONNECTION FEES

\$3,000* per EDU

*Houses and commercial/Industrial buildings built prior to January 1, 2014 and were not connected to the Town of Enfield Sanitary Sewer System as of January 1, 2014 will be charged pursuant to the WPCA policy on Sewer Connections.

OTHER FEES

Inspection Fee:	\$100 per occurrence for any new construction, replacement, renovation or repair work during published business hours (\$300 per occurrence for nights, holidays, and weekends)
Sewer Meter Reading Charge:	\$50 per reading (quarterly) of non-Water Company meters
Septage Disposal Permit:	\$100 per year for each registered septage hauler
Septage Disposal Fees:	\$60 per 1,000 gallons based on full truck capacity of residential septage \$80 per 1,000 gallons based on full truck capacity of industrial/commercial septage \$10 per discharge for sewage from recreational vehicles (campers)
FOG Inspection Fee:	\$50 per inspection visit (no more than monthly)
Industrial Groundwater Remediation Discharge:	\$250 per quarter