

2017 JUN 21 A 8:54

BY: LK

SEWER AUTHORITY

WATER POLLUTION CONTROL
AUTHORITY



TOWN HALL
238 Danbury Road
Wilton, CT 06897

203-563-0100

WATER POLLUTION CONTROL AUTHORITY
TOWN HALL MEETING ROOM B
PUBLIC HEARING & REGULAR MEETING
WEDNESDAY, June 14, 2017

PRESENT: Lynne Vanderslice, Eric Fanwick, Kathy Dhanda, Bill Follett, Eileen Armstrong
OTHERS: Mike Ahern, Tom Thurkettle, Anne Kelly-Lenz, Pete Lucia, Casey Healy of
Gregory & Adams and Mark Lancor of Dymar

PUBLIC HEARING

Ms. Vanderslice called the Public Hearing to Establish Sewer Capital Assessments for 26 Lovers Lane and 206 Danbury Road to order at 5:02 p.m. Inasmuch as no one from the public was in attendance, Bill Follett moved to have Public Hearing closed; Eric Fanwick seconded and motion carried unanimously. The Public Hearing closed at 5:03 p.m.

REGULAR MEETING

Call to Order

Ms. Vanderslice called the meeting to order at 5:03 PM.

Approval of Minutes

Ms. Vanderslice asked if all had an opportunity to review the minutes of the Regular Meeting of May 10, 2017. As there were no corrections, Eric Fanwick made a motion to approve minutes as written; Ms. Armstrong seconded and the motion carried 5-0.

Establish Sewer Capital Assessment – 26 Lovers Lane

All members of the WPCA had agreed on the proposed assessments of \$21,248 for 26 Lovers Lane, and since there was no public comment, Ms. Vanderslice asked for a motion to approve the assessment. Mr. Fanwick so moved, Ms. Armstrong seconded and the motion carried unanimously.

Establish Sewer Capital Assessment – 206 Danbury Road

All members of the WPCA had agreed on the proposed assessments of \$17,495 for 206 Danbury Road, and since there was no public comment, Ms. Vanderslice asked for a motion to approve

the assessment. Mr. Fanwick so moved, Ms. Armstrong seconded and the motion carried unanimously.

Ms. Vanderslice asked for a motion to vacate the two previous motions made regarding 26 Lovers Lane and 206 Danbury Road. Motion made by Mr. Fanwick, seconded by Ms. Armstrong and carried unanimously.

A new motion was made by Mr. Fanwick to approve the assessment of 26 Lovers Lane at \$21,248 at 3% interest rate for a 20 year period. Motion seconded by Ms. Armstrong and carried unanimously.

A new motion was made by Mr. Fanwick to approve the assessment of Breitling located at 206 Danbury Road at \$17,495 at 3% interest rate for a 20 year period. Motion seconded by Ms. Dhanda and carried unanimously.

211 Danbury Road – New Sewer Lateral Connection

Mike Ahern reviewed the request for a New Sewer lateral Connection for 211 Danbury Road. He stated that they came to the WPCA in the past for a connection through an existing lateral at Orem's Lane. They received approval for capacity. After reviewing, they are now looking to move North to get a new lateral connection into a manhole on Rte 7. Casey Healy of Gregory & Adams and Mark Lancor of Dymar further reviewed the request. They noted that they have been through all processes with the various departments and stated that what they are seeking is formal approval for the connection so they can move forward with final connection fees and so forth which is the next step. A copy of an updated plan is attached. Mr. Lancor also stipulated that the grease trap will be pumped quarterly and reports submitted to DPW. Mr. Thurkettle noted that Sunrise should be notified that there will be a capital assessment.

After discussion, Ms. Vanderslice asked for a motion to approve the 6/13/2017 Site Utility and Grading Plan developed by Dymar for the property at 211 Danbury Road for a new sewer lateral connection to the existing sewer at Danbury Road. Motion moved by Eric Fanwick, seconded by Eileen Armstrong and unanimously carried.

Establish User Charges and Budget for FY18

Mr. Ahern, Mr. Thurkettle and Pete Lucia reviewed the User Charges and Budget for FY18. Handouts are attached. Mr. Thurkettle asked that increased connection fees also be established. Mr. Vanderslice noted that as establishing a connection fee was not noticed on the agenda the WPCA members need to motion and vote to add Establish Connection Fee be added to the agenda., After Discussion, Eric Fanwick made a motion to accept the budget and that we set a date for proposed users charges for fiscal year 2018 of \$214 per sewer unit. Bill Follett seconded and the motion carried unanimously.

Mr. Fanwick moved a motion to set the public hearing date for the user charges of August 9, 2017. After discussion on the date, Ms. Armstrong moved the motion as stated, seconded by Ms. Fanwick and carried unanimously.

Mr. Fanwick moved a motion to approve the budget as presented and set a public hearing date of August 9, 2017, seconded by Ms. Dhanda and carried unanimously.

Ms. Vanderslice asked for a motion to add an agenda item. Motion made by Ms. Dhanda to add to the agenda item for Discussion to Establish a Connection Fee to the agenda, Motion seconded by Mr. Follett and carried unanimously.

Discussion to Establish Connection Fee

Mr. Thurkettle reviewed the request to increase the connection fees. He stated that they are looking to increase the connection fee from \$75 to \$150 for residential and \$150 to \$300 for commercial. Motion by Eric Fanwick to notice the public to increase the connection fees from \$75 to \$150 for residential and \$150 to \$300 for commercial, and set a public hearing date of August 9, 2017. Motion seconded by Ms. Armstrong and unanimously carried.

Proposed Changes to WPCA Regulations

Mr. Ahern reviewed the suggested changes to the WPCA Regulations. Copy of Regulations with suggested changes are attached. Changes were reviewed by Town Counsel. After review, motion made by Mr. Fanwick to set a public hearing date of August 9, 2017 to discuss the changes to the WPCA Regulations. Motion seconded by Ms. Dhanda and unanimously carried.

FOG Program Update – Mike Ahern

Mr. Ahern gave an update on the FOG Program.

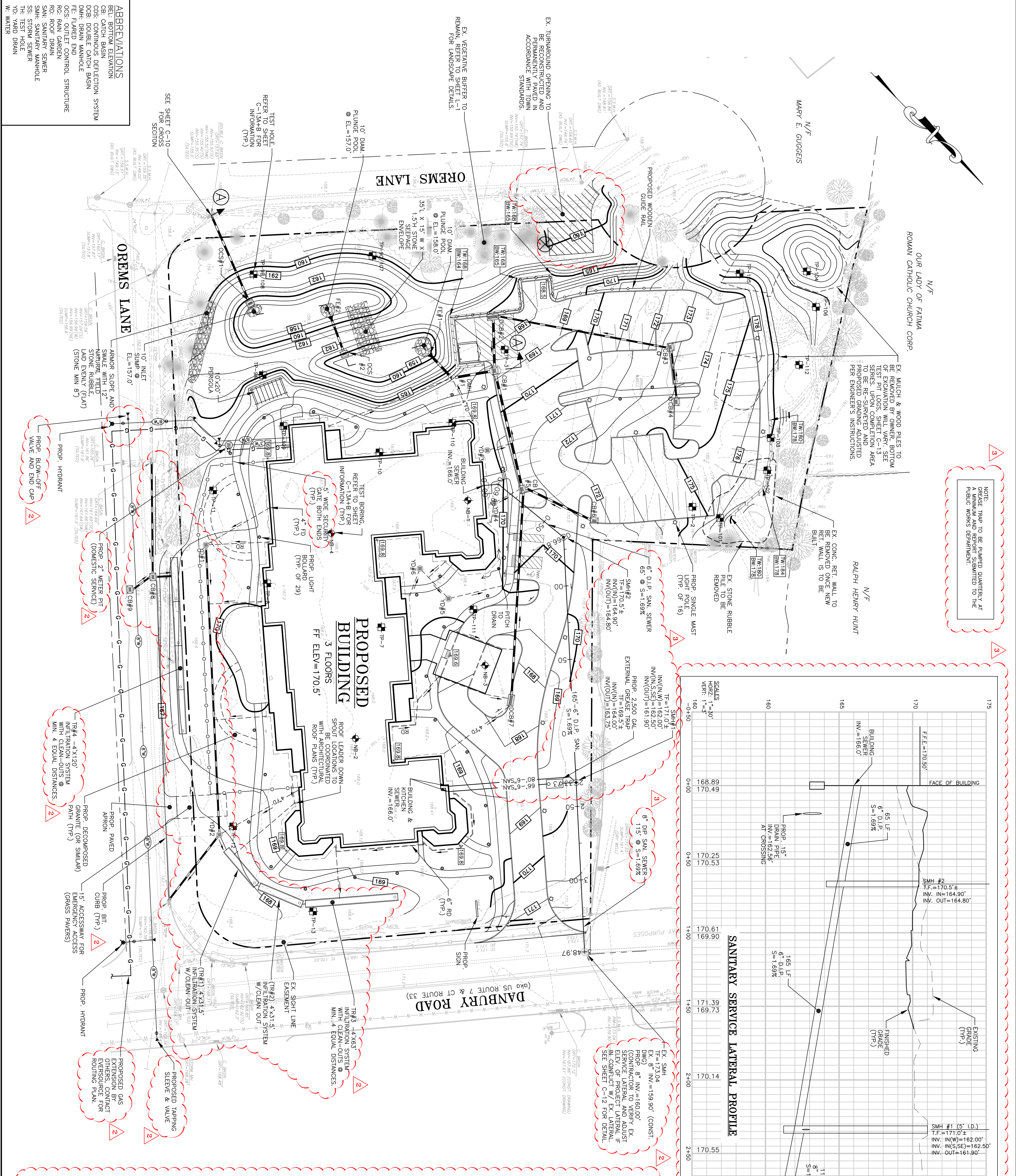
Ms. Vanderslice noted to the board members that Tom Thurkettle will be retiring as Director of Public Works as of September 1, 2017 after 36+ years of service. She thanked Mr. Thurkettle on behalf of the WPCA for his years of service.

Adjournment

There being no further business, motion to adjourn made by Mr. Fanwick, seconded by Ms. Dhanda, and unanimously carried. Meeting adjourned at 6:11 p.m.

Jacqueline Rochester
Recording Secretary
(taken from audio recording)

ABBREVIATIONS	
BEU	BOTTOM ELEVATION
CB	CATCH BASIN
CCS	CONTINUOUS DEFLECTION SYSTEM
DCB	DOUBLE CATCH BASIN
DMH	DRAIN MANHOLE
FC	FACE OF CURB
OC	OUTLET CONTROL STRUCTURE
RC	RAIN GARDEN
RD	ROAD DRAIN
SS	SEWER
TH	TEST HOLE
WD	WATER



STORM WATER COLLECTION SYSTEM SCHEDULE OF INVERTS			
STRUCTURE	I.F.	INVERT (IN)	INVERT (OUT)
FE#1	-	-	159.00'
FE#2	-	-	158.00'
DMH#1	167.60'	159.20'	159.20'
CB#1	168.80'	161.40'	159.50'
DCB#2	168.60'	162.25'	162.50'
CB#3	172.75'	167.75'	165.75'
CB#4	170.33'	162.48'	162.23'
CB#5	171.83'	167.18'	167.75'
DCB#7	167.20'	-	163.70'
CB#8	166.0' ±	163.00'	162.00'(NW)
CB#9	166.0' ±	-	164.00'(SW)
OC#1	160.50'	159.50'(WEIR)	157.00'(12")
OC#2	161.25'	160.25'(WEIR)	158.50'(12")
VO#1	169.10'	168.77'	167.10'
VO#2	167.90'	164.90'(SW)	164.50'(N)
VO#3	169.50'	165.57'(NW)	166.30'(E)
VO#4	169.50'	-	165.20'
VO#5	169.00'	164.40'	164.40'
VO#6	169.00'	-	165.00'

* COS UNIT - SEE SHEET C-12 FOR DETAILS

STORM SEWER PIPE SCHEDULE			
STRUCTURE	LENGTH	TYPE & SIZE	SLOPE
FROM (#)	TO (#)	(L.F.)	(%)
OC#1	EX. CB	65' 15" C.R.P.	2.1
OC#2	FE#1	25' 12" C.R.P.	1.2
DMH#1	FE#2	20' 18" C.R.P.	1.02
DMH#1	DMH#1	29' 18" C.R.P.	1.05
DCB#2	CB#1	38' 15" C.R.P.	2.94
CB#3	DCB#2	122' 12" C.R.P.	2.47
CB#4	CB#3	37' 12" C.R.P.	2.02
CB#5	CB#4	83' 18" C.R.P.	1.0
CB#6	CB#5	54' 15" C.R.P.	1.07
DCB#7	CB#5	145' 15" C.R.P.	2.9
CB#9	EX. CB	80' 12" C.R.P.	1.1
VO#1	VO#2	197' 12" P.V.C.	1.1
VO#2	TR#1	11' 6" P.V.C.	7.8
VO#3	EX. CB	55' 12" C.R.P.	1.0
VO#4	PPE	15' 6" P.V.C.	5.0
VO#5	PPE	20' 6" P.V.C.	2.0
VO#6	PPE	48' 8" C.R.P.	2.0

NOTE: ALL FLARED ENDS TO BE PROVIDED WITH NATURAL STONE OUTLET SPLASH PADS.

REVISION		DRAWN BY	CHECKED BY
NO.	DATE		
1	5-24-17	S.A.L.	M.E.L.
2	5-31-17	S.A.L.	M.E.L.
3	6-13-17	S.A.L.	M.E.L.

RIGHTS OF WAY

NOT VALID WITHOUT SIGNATURE AND ORIGINAL SEAL

MARK E. LANCOR, P.E. #12369

DATE: 04-04-17

SCALE: 1"=30'

DESIGNED BY: M.E.L.

DRAWN BY: C.C.B.

CHECKED BY: M.E.L.

JOB NO: 00922

DRAWING NO: C-3

CLIENT: 211 Danbury Road, LLC

857 Post Road, No. 346

Fairfield, CT 06824

PROJECT: Sunrise of Wilton

211 Danbury Road

Wilton, CT 06897

TITLE: Site Utility & Grading Plan

DYMAR

600 Main Street South • Southbury, CT 06488 • (203) 287-1046 • Fax (203) 287-1547

ENGINEERING PLANNING SURVEYING DEVELOPMENT SERVICES

DRAWINGS TO BE USED FOR LAND USE SUBMISSIONS ONLY

NOT FOR CONSTRUCTION

Wilton Water Pollution Control Authority
FY 2018 Budget & User Rate

	FY15	FY16	FY17	FY18
Expenses:	\$766,789	\$812,434	\$841,830	\$844,318
Revenues:				
Interest on Investments	1,000	1,000	1,500	2,500
Connection Fees	2,500	1,000	1,000	500
FOG Fees	12,500	27,250	27,250	27,250
Penalty Interest	5,000	2,500	3,500	3,600
Capital Assessment Fund	170,420	167,301	173,000	173,764
User Charges	575,369	622,633	635,580	636,704
	\$766,789	821,684	841,830	844,318

Calculation to determine User Charge per unit:

Expenses	766,789	821,684	841,830	844,318
Less Revenues other than User Charge	191,420	199,051	206,250	207,614
Revenue needed from users	575,369	622,633	635,580	636,704
Number of Units	2,689	2,910	2,970	2,975
User Fee per Unit (rounded)	\$214	\$214	\$214	\$214



Budget Worksheet Report

Budget Year 2018

Account	Account Description	2015 Actual Amount	2016 Actual Amount	2017 Estimated Amount	2017 Adopted Budget	2018 Department Request	Increase (Decrease)	2019 Forecast	2020 Forecast
Fund	401 - Sewer Operating Fund								
REVENUE									
Department	05 - Finance								
Division	0700 - Finance Department Interest - Investments								
33005		1,205.27	1,712.08	2,500.00	1,500.00	2,500.00	1,000.00	2,500.00	2,500.00
	Division 0700 - Finance Department Totals	\$1,205.27	\$1,712.08	\$2,500.00	\$1,500.00	\$2,500.00	\$1,000.00	\$2,500.00	\$2,500.00
	Department 05 - Finance Totals	\$1,205.27	\$1,712.08	\$2,500.00	\$1,500.00	\$2,500.00	\$1,000.00	\$2,500.00	\$2,500.00
Department	08 - Public Works								
Division	3125 - Sewer								
31584	User Charges	517,002.01	698,736.85	630,000.00	635,580.00	636,704.00	1,124.00	640,000.00	643,000.00
31586	Connection Fees	150.00	825.00	250.00	1,000.00	500.00	(500.00)	500.00	500.00
31587	F.O.G. Fees & Surcharges	19,250.00	25,500.00	27,250.00	27,250.00	27,250.00	.00	27,250.00	27,250.00
31588	Penalty Interest-Charges	2,028.25	5,201.49	4,400.00	3,500.00	3,600.00	100.00	3,600.00	3,600.00
39735	Transfers In	179,909.00	174,475.00	190,454.00	173,000.00	173,764.00	764.00	174,000.00	175,000.00
	Division 3125 - Sewer Totals	\$718,339.26	\$904,738.34	\$852,354.00	\$840,330.00	\$841,818.00	\$1,488.00	\$845,350.00	\$849,350.00
	Department 08 - Public Works Totals	\$718,339.26	\$904,738.34	\$852,354.00	\$840,330.00	\$841,818.00	\$1,488.00	\$845,350.00	\$849,350.00
	REVENUE TOTALS	\$719,544.53	\$906,450.42	\$854,854.00	\$841,830.00	\$844,318.00	\$2,488.00	\$847,850.00	\$851,850.00
EXPENSE	Depreciation Expense	115,079.41	.00	.00	.00	.00	.00	.00	.00
44230									
Department	08 - Public Works								
Division	3125 - Sewer								
40305	Salaries - Full Time	51,810.57	53,914.70	54,326.00	53,261.00	55,413.00	2,152.00	56,798.00	58,218.00
40315	Salaries - Overtime	63.80	.00	250.00	500.00	500.00	.00	500.00	500.00
40320	Longevity	522.51	485.00	485.00	485.00	525.00	40.00	525.00	525.00
40605	Social Security	3,760.23	3,845.46	4,212.00	4,149.00	4,318.00	169.00	4,345.00	4,454.00
40613	Retirement	6,330.00	7,190.00	4,030.00	4,010.00	4,400.00	390.00	4,500.00	4,600.00
40615	Group Insurances	26,625.16	26,402.77	32,905.00	32,905.00	34,521.00	1,616.00	36,278.00	38,091.00
40905	Comprehen. Business Pol.	1,850.00	2,000.00	2,100.00	2,100.00	2,150.00	50.00	2,200.00	2,250.00
40910	Umbrella Liability	955.00	1,025.00	1,050.00	1,050.00	1,100.00	50.00	1,150.00	1,200.00
40915	Workers Compensation	60.00	75.00	85.00	85.00	100.00	15.00	100.00	100.00
40920	Public Officials Liabil.	160.00	175.00	185.00	185.00	200.00	15.00	200.00	200.00
41205	Water	251.96	167.68	300.00	300.00	300.00	.00	350.00	350.00
41220	Electricity	10,821.74	9,933.81	14,000.00	9,500.00	14,500.00	5,000.00	15,500.00	15,500.00
41230	Telephone	150.00	175.72	175.00	200.00	200.00	.00	200.00	200.00
41235	Fuel-Building	.00	.00	500.00	500.00	500.00	.00	500.00	500.00
41810	Office Supplies	250.00	250.00	350.00	350.00	750.00	400.00	750.00	750.00
41825	Computer Supplies	250.00	250.00	300.00	300.00	500.00	200.00	500.00	500.00
41830	Postage	1,166.92	936.64	1,250.00	1,250.00	1,500.00	250.00	1,500.00	1,500.00
42105	Operating Supplies	.00	.00	1,000.00	1,500.00	2,500.00	1,000.00	2,500.00	2,500.00
44230	Depreciation Expense	218.59	114,860.41	.00	10,000.00	.00	(10,000.00)	.00	.00



Budget Worksheet Report

Budget Year 2018

Account	Account Description	2015 Actual Amount	2016 Actual Amount	2017 Estimated Amount	2017 Adopted Budget	2018 Department Request	Increase (Decrease)	2019 Forecast	2020 Forecast
Fund 401 - Sewer Operating Fund									
EXPENSE									
Department 08 - Public Works									
Division 3125 - Sewer									
45105	Rent - Building and Land	1,830.00	1,830.00	1,830.00	1,750.00	2,000.00	250.00	2,000.00	2,000.00
45715	Legal Notices	811.68	133.20	500.00	750.00	750.00	.00	750.00	750.00
46020	Legal Advice	3,232.44	149.24	5,000.00	25,000.00	20,000.00	(5,000.00)	20,000.00	20,000.00
46310	Computer Software Maint	2,458.26	2,458.26	4,000.00	4,000.00	4,500.00	500.00	4,750.00	5,000.00
47215	Building Repairs	.00	135.98	5,000.00	10,000.00	10,000.00	.00	10,000.00	10,000.00
47825	Sewage Treatment	297,856.00	311,647.00	377,176.00	321,000.00	323,627.00	2,627.00	323,754.00	324,462.00
47828	Nwk Debt Service Current Year	179,709.00	174,475.00	176,174.00	173,000.00	173,764.00	764.00	173,000.00	172,000.00
48105	Maint Agreements - Equipment	53,617.04	46,045.61	50,000.00	50,000.00	52,500.00	2,500.00	52,500.00	52,500.00
48110	Equipment Repairs	.00	.00	5,000.00	20,000.00	20,000.00	.00	20,000.00	20,000.00
48125	Equipment Testing/Cert	.00	.00	5,000.00	25,000.00	25,000.00	.00	25,000.00	25,000.00
48710	Printing & Binding	100.00	204.00	200.00	200.00	200.00	.00	200.00	200.00
49610	Auditor/Accounting Svcs.	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	.00	3,000.00	3,000.00
49620	Prof Serv-Engineer/Arch	.00	.00	1,000.00	2,500.00	2,500.00	.00	2,500.00	2,500.00
49650	Misc Contractual Serv	15,931.05	.00	5,000.00	25,000.00	25,000.00	.00	25,000.00	25,000.00
49654	F.O.G. Testing	9,745.00	10,350.00	10,000.00	18,000.00	17,500.00	(500.00)	17,500.00	17,500.00
49666	Maintenance Fund	38,090.00	9,234.60	40,000.00	40,000.00	40,000.00	.00	40,000.00	40,000.00
Division 3125 - Sewer Totals		\$711,626.95	\$781,350.08	\$806,383.00	\$841,830.00	\$844,318.00	\$2,488.00	\$847,850.00	\$851,850.00
Department 08 - Public Works Totals		\$711,626.95	\$781,350.08	\$806,383.00	\$841,830.00	\$844,318.00	\$2,488.00	\$847,850.00	\$851,850.00
EXPENSE TOTALS		\$826,706.36	\$781,350.08	\$806,383.00	\$841,830.00	\$844,318.00	\$2,488.00	\$847,850.00	\$851,850.00
Fund 401 - Sewer Operating Fund Totals		(\$107,161.83)	\$125,100.34	\$48,471.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Net Grand Totals		\$719,544.53	\$906,450.42	\$854,854.00	\$841,830.00	\$844,318.00	\$2,488.00	\$847,850.00	\$851,850.00
REVENUE TOTALS		\$719,544.53	\$906,450.42	\$854,854.00	\$841,830.00	\$844,318.00	\$2,488.00	\$847,850.00	\$851,850.00
EXPENSE GRAND TOTALS		\$826,706.36	\$781,350.08	\$806,383.00	\$841,830.00	\$844,318.00	\$2,488.00	\$847,850.00	\$851,850.00
Net Grand Totals		(\$107,161.83)	\$125,100.34	\$48,471.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00