

PUBLIC UTILITIES COMMISSION

Bethel Municipal Center, 1 School Street
Bethel, Connecticut 06801 Telephone: (203) 794-8501

REGULAR MEETING

Monday, May 9, 2011
4:00 p.m.

C.J. Hurgin Municipal Center – Meeting Room “A”

RECEIVED
MAY 12 P 3:50
TOWN OF BETHEL
TOWN CLERK

Present: First Selectman Matthew Knickerbocker, Selectman Paul Szatkowski and Commissioner Peter Valenti. Also in attendance were Town Comptroller Bob Kozlowski, Town Engineer Andrew Moskaly, Utilities Superintendent Kelly Curtis, Utility Consultant Len Assard and Town Attorney Martin Lawlor.

Absent: Commissioner Michael Gribbin and Selectman Richard Straiton

Call to Order: First Selectman Knickerbocker called the Meeting to order at 4:00 p.m. and led the Pledge of Allegiance.

Public Input: None

Correspondence: None

Meeting Minutes from Special Meeting April 11, 2011: Selectman Szatkowski made a motion, which was seconded by Commissioner Valenti to approve the Special April 11, 2011 meeting minutes as presented. Commissioner Szatkowski noted correction in Financial Report; Water and Sewer Financial Status, line 5 Selectman Szatkowski inquired about the \$350,000 Inter-Municipal Agreement not Selectman Straiton. Vote: in favor First Selectman Knickerbocker, Selectmen Szatkowski, Commissioner Valenti motion approved.

Selectman Richard Straiton arrived at 4:10 p.m.

Old Business:

- **Water & Sewer Rates:**

First Selectman inquired to Attorney Lawlor to when a Public Hearing can be held to discuss the proposed increase in the Water Rates. Discussion took place.

First Selectman Knickerbocker made a motion, seconded by Commissioner Valenti hold a Public Hearing on June 2, 2011 at 7:00 p.m. located at Rockwell School regarding Raising the Bethel Water Rates. Vote: in favor First Selectman Knickerbocker, Selectmen Szatkowski, Commissioner Valenti motion approved.

- **Sewer Assessments:** First Selectman Knickerbocker indicated to the commission prior to the Assessment letters being sent out, an informational letter addressing questions from the Public Hearing in April will be sent to all residents in Contract 2. Mr. Kozlowski indicated that the billing will be sent out by August 1, 2011. First Selectman indicated we will table further discussion until the June Meeting.

- **Transfer Station:** First Selectman Knickerbocker indicated again to the commission that the Board of Selectman has recommended that the Public Utility Commission begin to oversee the Transfer Station operation. First Selectman Knickerbocker indicated that Michael Flanagan from the Transfer Station is present today. Commission Szatkowski inquired to Mr. Kozlowski whether he has a monthly financial assessment report for the Transfer Station. Mr. Kozlowski indicated he has a year to date report, commencing in March 31, 2011, which has been distributed to the commission. First Selectman Knickerbocker inquired about the Single Stream Recycling to Mr. Flanagan. Mr. Flanagan indicated he is receiving mixed signals from Winters Brothers and HRRRA. Selectman Szatkowski discussed the potential benefits of income from recycling in the future and indicated that in 2013 the Town's agreement with HRRRA will expire. Selectman Szatkowski also spoke of the value of income from scrap metal and would like to see the funds go directly to the Transfer Station.

Mr. Flanagan indicated the station will be in need of replacement containers in the near future. Mr. Flanagan indicated the volume of recycling has been rising.

First Selectman inquired to the \$18,193 noted for repairs and maintenance expenditures, (see attached financials). This cost was to repair the building over the scale.

Mr. Morosky also spoke regarding the Single Stream Recycling Program from the HRRRA meeting he attended last week. HRRRA now uses a single stream system and some municipalities, such as New Fairfield, already compact all their recyclables in the same compactor on site. This material is then delivered to Danbury, from where it is shipped to a facility that separates the stream into its components.

- **Sewer Hardship Regulation:**

First Selectman Knickerbocker indicated they need to make a motion to approve the Sewer Hardship Regulations. *Selectman Straiton made a motion, seconded by Commissioner Valenti to approve the Sewer Hardship Regulations. Vote all in Favor, Motion Approved.*

Financial Report:

Water and Sewer Financial Status: Comptroller Bob Kozlowski distributed financial statements for water, sewer and the transfer station. Discussion took place.

Mr. Kozlowski verified into the inquiry from Selectman Szatkowski regarding the funds from Danbury Interlocal of \$350,000.00. Mr. Kozlowski indicated that the Town received two checks; one in February of 2009 and other in July 2009. These funds went directly into the Sewer Account. Mr. Kozlowski checked into the Lexington Meadows funds of \$200,000.00, he inquired as far as 2005. Mr. Kozlowski will check further back.

Commissioner Valenti indicated that Mr. Kozlowski stated the \$350,000.00 went into the Sewer Account but what was it used for? Mr. Kozlowski indicated that it went into the account as revenue. Commissioner Valenti would like to know if it was used to pave Payne Road. Mr. Kozlowski does not know whether it was used to pave Payne Road. Selectman Szatkowski stated his question was where the money came from, Mr. Kozlowski will look further into this. Commissioner Valenti reiterated that the \$350,000 should not have been used for the paving of Payne Road. Selectman Szatkowski feels that

the money should have been used to lower the cost of the overall sewer project. Commissioner Valenti indicated that the \$350,000 may have been misappropriated if it was used to pave Payne Road.

Invoices: Discussion took place about the invoices submitted (see attached) which total \$3,792.95..

May 9, 2011 - Regular Meeting

| Item # | Vendor | Inv. Date | Amount | Description |
|--------------|---------------|-----------|-------------------|------------------------|
| 1 | News Times | 3/31/2011 | \$829.92 | Public Hearing Notices |
| 2 | Martin Lawlor | 5/1/2011 | \$2,391.68 | Professional Services |
| 3 | Martin Lawlor | 1-May-11 | \$212.55 | Professional Services |
| 4 | Martin Lawlor | 5/1/2011 | \$358.80 | Professional Services |
| Total | | | \$3,792.95 | |

Pending Invoices - City of Danbury

NOTE: Total of Intermunicipal Sewer Invoice from Danbury = \$ 949,058.20
Approved to be paid in quarterly installments per PUC Mtg. April 11, 2011
\$237,264.55 Paid April, 2011 Remaining balance = \$711,793.65

Selectman Straiton made a motion, seconded by Selectman Szatkowski, to approve invoices totaling \$3,792.95 Vote, All in Favor Motion Approved.

Engineering / Utility Consultant Report:

Eureka Water Storage Tank: Mr. Morosky updated the Commission regarding the events occurring with the Eureka Water Storage Tank. Discussion took place regarding possible outcomes, including building a replacement tank at the Hickok Avenue site. Mr. Assard reminded the commission of the importance of having the storage on the far side of the distribution system where, in the event of a main break that isolates an area from the wells, the tank can keep up with the demand for water.

Stony Hill Sewer Project: URS Representative Peter Sammis spoke to the commission regarding the options for the remainder of the Stony Hill Sewer Project. See attached sheet. The four remaining roads are Long Road, Meadow Lane, Vail Road and Ridge Road. Discussion took place regarding the 3 different options. Selectman Szatkowski inquired to Mr. Morosky regarding remainder of funds for the total sewer project funds. Mr. Morosky referred to Mr. Kozlowski indicating between \$900,000.00 and \$950,000.00. Selectman Szatkowski would like to know the cost of four remaining roads to complete. Mr. Morosky would need to get the costs for the bottom line.. Commissioner Valenti and Selectman Szatkowski would like to have the bottom line cost for the next meeting.

Easements for Phase 3: Attorney Lawlor is waiting for responses from a few property owners and is nearing completion on most of the remaining easements.

Supervisor's Report:

Mr. Curtis indicated the distribution system is tight and working well. The residents appear to be conserving their water use.

Mr. Curtis indicated that 2 hydrants are out of service; one was hit by a vehicle, therefore the cost of replacement will be paid by vehicle owner's insurance company. The other hydrant has been out since winter.

Paul Street Bypass - The groundwater level is going down and the by-pass system can be installed soon.

Mr. Curtis indicated that the Utility Department will be flushing the system in June. Mr. Curtis requested from Peter Sammis, URS Representative the need for the Sewer Record Drawings for Contract 3.

Commissioner Valenti inquired about the Toll Brothers system, Mr. Curtis indicated they are still in need of a grinder pump. Mr. Curtis feels the commission should not accept the system until the system in place is running efficiently, including the generator which has yet to be run. Commissioner Valenti would like for Mr. Assard to inspect the system and write a formal letter to Toll Brothers regarding the Reservoir Street pumping station.

Selectman Straiton made a motion, seconded by Commissioner Valenti for Mr. Assard to inspect the Bethel Meadows (Reservoir Street) Pump Station and write a letter to Toll Brothers regarding the Reservoir Street pumping system. Vote, All in Favor Motion Approved.

Plumtrees Pumping Station; Roald Haestad, Inc: Mr. Morosky informed the commission total cost to date for the design from Roald Haestad is \$23,718.00, which is in line with their proposal. Selectman Szatkowski would like a breakdown of total cost for each project. Mr. Morosky indicated the project is out to bid with a pre-bid meeting on Wednesday, May 11, 2011 and bids are opening on May 25, 2011 at 2:30 p.m. Selectman Straiton inquired to Mr. Morosky whether Haestad provided the Town with a cost estimate for the Plumtree Pumping Station. Mr. Morosky will provide the commission with one. Commissioner Valenti would like a copy of the cost of estimate.

New Business:

- **263 Greenwood Avenue;** Mike Mazzucco, P.E., representing the developer of this property, is requesting information on adjusting the sewer allocation to 263 Greenwood Avenue. The current allocation for this vacant site is 134 gallons per day (gpd). The developer is considering a proposal to construct approximately 2,400 square feet of retail space and four one-bedroom residential units which would require 840 gpd. Commissioner Valenti informed the commission of the previous use at the site (retail). Discussion took place between the commissioners regarding allocations, whether to take from one part of the town to give to another. These allocations are based on the size of the lots and zoning, not by square footage of buildings. First Selectman Knickerbocker questioned the capacity for downtown, Mr. Morosky informed the commission there is a total of 1.33 million gpd (daily average per year) allocated for downtown. Selectman Szatkowski would like to keep allocations designated to each lot. First Selectman Knickerbocker would like to afford the allocation to get the business downtown. Commissioner Valenti suggested the applicant go before the Planning and Zoning Commission for appropriate approvals rather than coming first to Public Utility Commission. First Selectman agrees the Planning and Zoning needs to be the first stop before coming to the Public Utility Commission.

- **Berkshire Blvd. Lots 8&9 (ABC) for re-allocation of sewer capacity:** Mr. Roy Steiner spoke to the commission regarding re-structuring of the sewer allocation for his two lots in the Berkshire Blvd. area. Mr. Steiner indicated they are putting on an addition to an existing building, with no food service or food processing on premises. Mr. Steiner explained that the financing for the expansion required that the three separate buildings be on their own lots. They have already received approval from the Wetlands Commission. All the gallons are the same, they are not requesting any additional allocation, just adjusting what they have present between their facilities (see attached breakdown).

Commissioner Valenti made a motion, seconded by Selectman Szatkowski to approve the reallocation of the sewerage for Mr. Steiner's lots 8 and 9 A ,B, & C on Berkshire Blvd. Vote, All in Favor Motion Approved.

- **17 Oxford Street:** Jim Palmer spoke on behalf of DeMarco Holdings, LLC regarding 17 Oxford Street for approval to hook up to sewers. Building a single family home, 3 bedrooms with a 50 gallon per bedroom usage with an allocation of 193 gallon a day, there is a sewer lateral in the street and estimated usage is 150 gallons a day.

Selectman Straiton made a motion, seconded by Commissioner Valenti, to approve the application for 17 Oxford Street and proceed to Planning and Zoning. Vote, All in Favor Motion Approved.

- **102A Milwaukee Ave:** Jim Barber spoke on his behalf of Stan Weston regarding 102A Milwaukee Ave. Mr. Barber is building a single family home on a quarter acre lot, 3 bedrooms and 2 ½ baths. This lot at the present time does not have an allocation per Mr. Morosky. Mr. Weston understands there is a total of 314 gallon allocation per day for 102 Milwaukee Ave. Discussion took place between the commissioners.

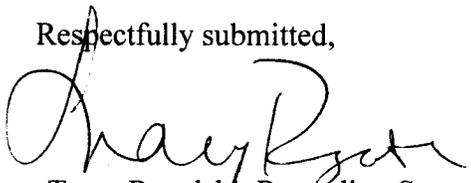
Selectman Szatkowski made a motion, seconded by Selectman Straiton to divide equally the sewerage allocation on 102 Milwaukee Ave and 102A Milwaukee Ave. Vote, All in Favor, Motion Approved.

- **Aquarion Water Company:** Mr. Morosky distributed information regarding Aquarion Water Company (formerly Bridgeport Hydraulic Company) which now owns Rural Water, including the Meckauer Water system.

Adjourn:

As there was no further business on the agenda, *Selectman Straiton made a motion, seconded by Commissioner Gribbin, to adjourn the meeting at 5:55 p.m. Vote: All in Favor, Motion Unanimously Approved.*

Respectfully submitted,


Tracy Rogalski, Recording Secretary

**Town of Bethel
Stony Hill Sewer Project
Contract 4 Options**

Option 1

| <u>Item</u> | <u>Length (LF)</u> | <u>Unit Cost</u> | <u>Cost</u> |
|------------------------------------|--------------------|---|--------------------|
| <u>8" Gravity Sewer</u> | | | |
| Long Road | 1095 | | |
| Meadow Lane | 663 | | |
| Vail Road | 2400 | | |
| Ridge Road | 2829 | | |
| Total | 6987 | | |
| | 7000 | \$179 | \$1,253,000 |
| <u>Pump Station (Submersible)</u> | 1 | \$537,000 | \$537,000 |
| <u>Force Main (4" Diameter)</u> | | | |
| Ridge Road | 500 | \$54 | \$27,000 |
| Option 1 Cost Estimate | | | \$1,817,000 |
| Contingency 10% | | | <u>\$181,700</u> |
| Total Option 1 Cost | | | \$1,998,700 |
| | | Plus the Cost of PS Land Acquisition | |

Ludlow Contract No. 3 Prices

| | |
|---|-----------------|
| Contract To Date | \$4,728,948 |
| Submersible PS | -\$537,000 |
| PS Changes | -\$23,051 |
| PS Electrical | -\$439 |
| Payne 2" Force Main | <u>-\$4,500</u> |
| | |
| Total Non - PS Related | \$4,163,958 |
| | |
| 8" PVC and C-900 (LF) | 23,275 |
| | |
| Average Cost 8" Gravity Per LF | \$179 |
| | |
| Cost 6" FM | \$191,106 |
| Length 6" FM (LF) | 3,539 |
| Average Cost 6" FM Per LF | \$54 |
| | |
| Ludlow Estimate of Payne Road 2" per LF | \$85 |

Monthly

March 31, 2011

**TOWN OF BETHEL
TRANSFER STATION
4/6/2011 PRELIMINARY**

REVENUE \$ 185,213.59

EXPENDITURES

SALARIES \$ 46,942.07
BENEITS 26,460.83
UTILITIES 283.26
OFFICE 1,491.15
DEPRECIATION -
MATERIALS & SUPPLIES 740.00
REPAIRS & MAINTENANCE 18,193.00 → ROOF
CONTRACTED SERVICES 63,198.45
-
-

157,308.76

NET REVENUE \$ 27,904.83

PUC INVOICES

May 9, 2011 - Regular Meeting

| Item # | Vendor | Inv. Date | Amount | Description | Account |
|-----------------------|---------------|-----------|-------------------|------------------------|---------------|
| 1 | | | | | |
| 2 | News Times | 3/31/2011 | \$829.92 | Public Hearing Notices | Sewer Account |
| 3 | Martin Lawlor | 5/1/2011 | \$2,391.68 | Professional Services | Sewer Account |
| 4 | Martin Lawlor | 1-May-11 | \$212.55 | Professional Services | Water Account |
| 5 | Martin Lawlor | 5/1/2011 | \$358.80 | Professional Services | Sewer Account |
| Total Approved | | | \$3,792.95 | | |

PENDING INVOICES

City of Danbury

*Paid last month
\$237264.55*

*\$949,058.20 Total of Invoice
Intermunicipal Sewer Invoice-
NOTE:Approved to be paid
quarterly until the total bill is paid,
per motion from PUC Mtg. April 11,
2011*

Pending Amount \$ 711,793.65

**TOWN OF BETHEL
WATER DEPARTMENT
5/6/2011 PRELIMINARY**

REVENUE \$ 1,045,796.10

EXPENDITURES

| | | |
|---------------------|----|------------|
| SALARIES | \$ | 113,966.01 |
| BENEITS | | 54,683.76 |
| UTILITIES | | 94,977.40 |
| SUPPLIES | | 45,121.68 |
| MAINTENANCE | | 68,863.51 |
| SERVICES | | 61,212.28 |
| CAPITAL IMPROVEMENT | | 137,658.55 |
| UTILITY COLLECTOR | | 22,188.81 |
| DEBT SERVICE | | - |
| ACCOUNTS PAYABLE | | - |

598,672.00

| | | |
|--|---------------------|-------------------|
| | <u>APPROPRIATED</u> | <u>UNEXPENDED</u> |
|--|---------------------|-------------------|

| | | |
|--|--------------|------------|
| | 281,200.00 | 167,233.99 |
| | 200,028.00 | 145,344.24 |
| | 125,000.00 | 30,022.60 |
| | 64,000.00 | 18,878.32 |
| | 171,000.00 | 102,136.49 |
| | 68,000.00 | 6,787.72 |
| | 1,005,000.00 | 867,341.45 |
| | 49,530.00 | 27,341.19 |
| | - | 47,531.31 |

| | | |
|--|---------------------|---------------------|
| | <u>1,963,758.00</u> | <u>1,412,617.31</u> |
|--|---------------------|---------------------|

NET REVENUE

\$ 447,124.10

**TOWN OF BETHEL
SEWER DEPARTMENT
5/6/2011 PRELIMINARY**

REVENUE \$ 1,724,063.78

EXPENDITURES

| | | <u>APPROPRIATED</u> | <u>UNEXPENDED</u> |
|---------------------|---------------------|---------------------|-------------------|
| SALARIES | \$ 76,299.55 | 160,846.00 | 84,546.45 |
| BENEITS | 34,771.97 | 105,176.00 | 70,404.03 |
| UTILITIES | 53,831.80 | 83,000.00 | 29,168.20 |
| SUPPLIES | 13,023.87 | 9,500.00 | (3,523.87) |
| MAINTENANCE | 47,663.17 | 77,500.00 | 29,836.83 |
| SERVICES | 238,178.50 | 947,500.00 | 709,321.50 |
| CAPITAL IMPROVEMENT | 73,173.72 | 622,000.00 | 548,826.28 |
| UTILITY COLLECTOR | 20,335.20 | 51,530.00 | 31,194.80 |
| DEBT SERVICE | 780,892.59 | - | (780,892.59) |
| ACCOUNTS PAYABLE | - | - | - |
| | <u>1,338,170.37</u> | <u>2,057,052.00</u> | <u>718,881.63</u> |

NET REVENUE \$ 385,893.41

DiVesta Civil Engineering Associates, Inc.

Sewage Allocation
For
Parcels 8&9 A, B & C
Berkshire Boulevard
Bethel, Connecticut
April 28, 2011

- Based on the sewer study by Tighe & Bond the average annual water use for the three buildings on parcel 8 & 9 was 683,158 gallons.

- Based on the same study the Proposed Flow Allocation is 2,350 gallons per day (gpd).

- To calculate the proposed sewer allocation for the three parcels with individual buildings plus the proposed addition of 10,000 SF to the building on Parcel 8 & 9 C we used the Proposed Flow Allocation from the study of 2,350 gpd times 365 days per year.

- Therefore the total allocation for the three parcels will be:
 $2,350 \text{ gpd} \times 365 \text{ days/year} = 857,750 \text{ gallons/year}$

- There is a total floor area of 87,500 SF for all three lots.

- Therefore the annual flow rate per square feet will be:

$$857,750 \text{ gal/year} \div 87,500 \text{ SF} = 9.80 \text{ gal/year/SF}$$

- The building sizes are broken down as following:

Parcel 8 & 9 A = 37,500 SF

Parcel 8 & 9 B = 20,000 SF

Parcel 8 & 9 C = 30,000 SF (including the proposed 10,000 SF addition)

- Therefore the proposed allocation for each lot will be as follows:

Parcel 8 & 9 A

$$37,500 \text{ SF} \times 9.80 \text{ gal/yr/SF} = 367,500 \text{ gal/yr}$$

Or

$$367,500 \text{ gal/yr} \div 365 \text{ days/yr} = \underline{\underline{1,006.8 \text{ gpd (allocation)}}}$$

Parcel 8 & 9 B

$$20,000 \text{ SF} \times 9.80 \text{ gal/yr/SF} = 196,000 \text{ gal/yr}$$

Or

$$196,000 \text{ gal/yr} \div 365 \text{ days/yr} = \underline{\underline{536.9 \text{ gpd (allocation)}}}$$

Parcel 8 & 9 C

$$30,000 \text{ SF} \times 9.8 \text{ gal/yr/SF} = 294,000 \text{ gal/yr}$$

Or

$$294,000 \text{ gal/yr} \div 365 \text{ days/yr} = \underline{\underline{805.5 \text{ gpd (allocation)}}}$$

Total Allocation = 2,349.2 gpd