

WATER POLLUTION CONTROL AUTHORITY  
**Town of Trumbull**  
CONNECTICUT

TOWN HALL  
(203) 452-5048



5866 MAIN STREET  
TRUMBULL, CT 06611

**JANUARY 26, 2022**  
**AGENDA**

**NOTICE** is hereby given that the Water Pollution Control Authority of the Town of Trumbull, CT will hold a meeting on Wednesday, January 26, 2022 at 7:00 p.m. via videoconference.

Water Pollution Control Authority Regular Meeting  
Jan 26, 2022 7:00 PM

<https://us06web.zoom.us/j/81260171878?pwd=TWQvaGhsTEdIMnAweEJjTkg4R3NxQT09>

Webinar ID: 812 6017 1878

Password: 541943

Join by telephone: (929) 205-6099 or (877) 853-5257 (Toll Free) / Webinar ID: 812 6017 1878

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1. Call to Order
2. Roll Call
3. Approval of Minutes: December 15, 2021 Meeting Minutes
4. New Business:
  - Year-To-Date Budget Report
  - FY 2022-2023 WPCA Budget
5. Old Business:
  - Beardsley Force Main Update
  - Old Town and Reservoir Avenue Pump Stations Update
  - Contract 5 Update
  - Alternate Flow
6. Adjournment

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**DECEMBER 15, 2021  
MINUTES**

Call to Order: The Chair called the meeting to order at 7:07 p.m.

Roll Call: The clerk called the roll and recorded it as follows:

Present: Chairman Richard Boggs, Vice-Chairman Jon Greene, Frank Regnery, Secretary, Andrew Palo, Tom Kelly

Also Present: William C. Maurer, Town Engineer/WPCA Administrator, Town Attorney James Nugent and Christine Kurtz of Wright Pierce

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Approval of Minutes: Moved by Greene, seconded by Palo to approve the October 27, 2021 meeting minutes as submitted. VOTE: Motion CARRIED 4-0-1 (ABSTENTION: Kelly)

The Chair noted that he would no longer stay on the commission, but would stay until he is replaced, but not as chairman. Commissioner Greene thanked him for staying on and noted the administration was also thankful.

It was confirmed the sequence of the elections could be changed, but are required to have them done by January 2022, the clerk believed the deadline was January 31<sup>st</sup> but would have to double check.

Election of Officers:

Palo nominated Jon Greene as chairman, seconded by Regnery. It was confirmed Commissioner Greene accepted the nomination. VOTE: CARRIED by unanimous consent

Greene nominated Andrew Palo as vice-chairman, seconded by Regnery. It was confirmed Commissioner Palo accepted the nomination. VOTE: CARRIED by unanimous consent.

Kelly nominated Frank Regnery as secretary, seconded by Palo. VOTE: CARRIED by unanimous consent

2022 Meeting Calendar:

Moved by Greene, seconded by Regnery to approve the 2022 meeting calendar as submitted. The commission discussed adjusting the December 28, 2022 meeting date, but could be determined at a later date. VOTE: Motion CARRIED by unanimous consent.

New Business:

5-Year Capital Plan: Moved by Palo, seconded by Regnery to approve the 5-Year Plan as submitted.

Mr. Maurer explained only the Wildwood pump station design had been added to the plan. The I&I and force main evaluation for various pump stations was included in the 5-Year plan last year, (\$500,000). He suggested taking the \$200,000. (Wildwood Pump Station), from Retained Earnings as opposed to bonding the project. The project still needs to be identified in the 5-Year Plan.

The Wildwood Pump Station is 40 plus years old and definitely needs an upgrade. The force main evaluations are in the plan on alternating years because it takes time to go through them, it's a big task to do and is not a quick task. Alternating years don't burden the plan, activities can happen in the off years. The funds would be there and could be stretched out. Mr. Maurer suggested taking the funds from the Retained Earnings account, (funds retained from the maintenance fee paid to WPCA).

Retained Earnings is not the operating account or the capital account, it is a third account. The 59 accounts is for projects, (i.e. a new capital sanitary sewer project), and the operating account is known as the 20 account, which is funded by the maintenance fees. When there is a surplus of funds, at the end of the year they are transferred into the 83 account, (Retained Earnings). There is approximately \$373,000 in the Retained Earnings account. It was confirmed funds were taken out of the 83 account for the force main, the balance was higher.

Contract V is the Beardsley Parkway area project, it is being designed now. \$250,000 was set aside for that design. The project has not been approved to date, it would not be constructed immediately after the design work. The Capital Plan is based on calendar year not fiscal. The project would have to be approved first and then it is two-three month process to go out bid. The design should be ready in January 2022. It would not be put into a capital plan until it is known whether it is known the project would move forward, there is a statutory process to follow, which involves public hearings. A year is appropriate for the process and the uncertainty of the project makes it so that you would not put it in year 2022 of the 5-Year Plan.

Moved by Palo, seconded by Regnery to approve the 5-Year Plan as submitted. VOTE: Motion CARRIED by unanimous consent.

The Wildwood pump station is near Madison at the end of Canoe Brook from Park Lane to Lake. It was confirmed the plans for prioritizing the pump station rehabs does not have any impact on the decision on where to send our wastewater. More than likely, changing where the flow goes, additional pump stations would be needed.

Wildwood Pump Station Design:

Wildwood pump station is a 40 plus year old pump station which runs from the end of Canoe Brook, Park Lane to Lake. It's a deep station, approximately 35' in the ground. There are issues that need to be addressed. It's an old design with the controls in with the pumps in a separate camber, controls and motors could go underwater if the pumps crack. The station is vulnerable. The size is good as is and doesn't expect it to be undersized. Mr. Maurer does not see any new development to go in the area. The equipment is outdated. The \$200,000 is a conservative estimate and expects the proposal to come in less. After a hard number is received there will be a vote by this commission on whether to fund the project from Retained Earnings.

Old Business:

48 Monroe Turnpike Connection Fee (Continued from September 22, 2021):

This is the building next to the trail. The applicant has not come back to date, Mr. Maurer suggested tabling this item. Moved by Regnery, seconded by Greene to TABLE. VOTE: Motion CARRIED by unanimous consent.

Old Town and Reservoir Avenue Pump Stations Update:

As of today, they have changed the main in Reservoir Avenue. It has been upgraded to the new size pipe that was specified. Still moving forward and waiting for parts. They need to make sure all of the pieces have been received before pulling apart the stations. Both pump station projects are moving forward. They are anticipating a delay due to the supply chain issues. Mr. Maurer has asked the contractors to document it so they can adjust the schedule as needed. It will be an extension of time. The completion date is March, and doesn't see that happening. It took them months to get 10" pvc pipe. They are stocking what they do have until all materials are received. They have to bypass the station, the bypass have to be rented and they are expensive.

Beardsley Force Main Update:

A meeting with state reps is being scheduled to see if we can move forward the easement issue. The state is aware force main is in dire need of repair, which will possibly give counsel room to not being fined. Attorney Nugent was trying to arrange a meeting in January with the elected representatives to have them lobby the head of DEEP to try and get this put on the front burner and not the back burner. But it has been difficult to schedule the meeting and may have to do it more on an individual basis. It's going to take too long to try and get 10 people from all over the place, even on a zoom at one time.

There are different departments within DEEP. There is a person from the state that is working with Arcadis and have been in contact with DEEP. They want an easement for the pipe that is already there, that process will take six months to a year. There are parts of the pipe that will not be abandoned. A construction easement and a permanent easement is required.

The commission discussed the fact the pipe was already there when the state purchased it and how the paperwork is a burden, questioning whether or not they could get a court order to get an easement. A court order is not a fast process, asking for forgiveness would be faster. The pipe has a high likelihood it will fail, a judge could order them. Attorney Nugent cautioned there are risks if they were to move forward, a cease and desist from the state and fines. The commission is trying to do the right thing, but the state doesn't understand the gravity of the situation. This is why the meeting with the four (4) representatives and one (1) senator is needed. Attorney Nugent explained getting them all together will take too long and he will address it a different way.

Alternate Flow: Mr. Maurer stated there was nothing new to report. There was a meeting scheduled for mid-December, had to be changed to January. There should be an update at the next meeting.

The commission extended their gratitude for Commissioner Bogg's service as chairman. Commissioner Boggs confirmed he will stay on until a replacement is found for him.

Adjournment: There being no further business to discuss and upon motion made by Greene, seconded by Kelly the WPCA adjourned at 7:49 p.m. by unanimous consent.

Respectfully Submitted,

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Margaret D. Mastroni  
WPCA Clerk

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TOWN OF TRUMBULL  
YEAR-TO-DATE BUDGET REPORT

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FOR 2022 12

ACCOUNTS FOR: 20 SEWER	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
20100000 SEWERS-ENTERPRISE							
20100000 410010 ONE TIME PROJ M	0	0	0	-641.88	.00	641.88	100.0%
20100000 440000 FEE REVENUE	0	0	0	-50.00	.00	50.00	100.0%
20100000 440022 SEWER USAGE FEE	0	0	0	-4,190,954.33	.00	4,190,954.33	100.0%
20100000 480002 MISCELLANEOUS R	0	0	0	-300,475.00	.00	300,475.00	100.0%
20100000 501101 SALARIES-FT/PER	347,244	0	347,244	172,313.16	.00	174,930.84	49.6%
20100000 501103 SALARIES-SEASON	4,800	0	4,800	5,336.00	.00	-536.00	111.2%*
20100000 501105 SALARIES-OVERTI	8,000	0	8,000	8,590.76	.00	-590.76	107.4%*
20100000 501888 UNIFORM ALLOWAN	1,610	0	1,610	276.45	.00	1,333.55	17.2%
20100000 522201 SERVICES & FEES	1,750	0	1,750	457.29	.00	1,292.71	26.1%
20100000 522202 SERVICES & FEES	150,000	0	150,000	61,983.31	78,076.69	9,940.00	93.4%
20100000 522204 SERVICES & FEES	6,935,620	0	6,935,620	3,125,881.11	3,761,305.44	48,433.45	99.3%
20100000 522210 REIMBURSABLE SE	577,225	0	577,225	577,225.00	.00	.00	100.0%
20100000 534402 PROGRAM SUPPLIE	12,000	0	12,000	4,010.02	764.94	7,225.04	39.8%
20100000 545501 COMMUNICATIONS-	3,500	0	3,500	2,186.66	.00	1,313.34	62.5%
20100000 567701 TRANSPORTATION-	9,200	0	9,200	3,590.17	.00	5,609.83	39.0%
20100000 567702 TRANSPORTATION-	6,600	0	6,600	1,619.28	.00	4,980.72	24.5%
20100000 578801 MNTNCE/REPAIR S	25,000	0	25,000	1,669.85	.00	23,330.15	6.7%
20100000 578803 MNTNCE/REP-PROG	50,000	0	50,000	18,753.25	.00	31,246.75	37.5%
20100000 578805 EXTRAORDIANRY I	50,000	0	50,000	.00	.00	50,000.00	.0%
20100000 581888 CAPITAL OUTLAY	2,345,000	0	2,345,000	184,281.50	92,563.50	2,068,155.00	11.8%
20100000 590011 UTILITIES-HEAT	7,728	0	7,728	5,006.38	.00	2,721.62	64.8%
20100000 590012 UTILITIES-ELECT	183,600	0	183,600	67,801.51	.00	115,798.49	36.9%
20100000 590013 UTILITIES-WATER	2,556	0	2,556	1,007.52	.00	1,548.48	39.4%
20100000 590014 UTILITIES-TELEP	1,602	0	1,602	719.82	.00	882.18	44.9%
20100000 595888 INTEREST ON G/O	224,260	0	224,260	116,222.51	.00	108,037.49	51.8%
20100000 597888 PRINCIPAL-G/OBL	409,250	0	409,250	409,250.00	.00	.00	100.0%
TOTAL SEWERS-ENTERPRISE	11,356,545	0	11,356,545	276,060.34	3,932,710.57	7,147,774.09	37.1%
TOTAL SEWER	11,356,545	0	11,356,545	276,060.34	3,932,710.57	7,147,774.09	37.1%
TOTAL REVENUES	0	0	0	-4,492,121.21	.00	4,492,121.21	
TOTAL EXPENSES	11,356,545	0	11,356,545	4,768,181.55	3,932,710.57	2,655,652.88	

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TOWN OF TRUMBULL  
YEAR-TO-DATE BUDGET REPORT

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FOR 2022 12

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	11,356,545	0	11,356,545	276,060.34	3,932,710.57	7,147,774.09	37.1%

\*\* END OF REPORT - Generated by Margaret Mastroni \*\*



PROJECTION: 20231 2022-23 BUDGET

FOR PERIOD 13

SEWER	2021 REVISED BUD	2022 REVISED BUD	2023 DEPT REQ	2023 FIRST SEL	2023 BD OF FIN	2023 TOWN CNCL
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10 ENTERPRISE FUNDS

20100000 SEWERS-ENTERPRISE

20100000	501101	SAL-FT/PER	333,992.00	347,244.00	.00
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Salaries increased by 2.00% per union contract.

Delinquency & Collections Administrator position is shared (50/50) with Tax Collector.

20100000	501103	SAL-SEASON	4,800.00	4,800.00	5,120.00
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\$5,120- Summer college intern - 40 days x \$16.00/hour x 8 hours/day

20100000	501105	SAL-OVRTIM	10,000.00	8,000.00	12,000.00
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Includes: Emergency service calls, Clerical. Attendance at WPCA meetings and other Town meetings. Overtime for all employees.

20100000	501888	UNIFORMALL	1,610.00	1,610.00	1,610.00
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\$ 450 Safety shoes (3 employees @ \$150 each)  
\$ 200 Safety shoes (1 employee)  
\$ 960 OSHA require apparel  
\$1,610 TOTAL

20100000	522201	SVS-CLRC	1,750.00	1,750.00	1,750.00
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Clerical services for WPCA Meetings

20100000	522202	SVS-PROF	120,982.00	150,000.00	165,000.00
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Outside Professional Services as needed (including but not limited to the following):

\$ 30,000 Sewage Discharge Alternatives (Legal)  
\$ 100,000 Sewage Discharge Alternatives (Consultant)  
\$ 35,000 General Legal services from #01012800  
\$165,000 TOTAL

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TOWN OF TRUMBULL  
NEXT YEAR BUDGET LEVELS REPORT

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PROJECTION: 20231 2022-23 BUDGET

FOR PERIOD 13

SEWER			2021 REVISED BUD	2022 REVISED BUD	2023 DEPT REQ	2023 FIRST SEL	2023 BD OF FIN	2023 TOWN CNCL
20100000	522204	SVS-CONTRC	6,676,132.00	6,935,620.00	7,162,857.00			
		<p>\$6,769,400 - (BRIDGEPORT WPCA sewage treatment 1,100,000 CCF X \$6.154/ ccf (6.28 @ 0.02 reduction))            \$ 203,082 - Add 3% for potential rate increase from Bridgeport            \$ 125,000 - Potential payment for excess flow amounts            \$ 7,097,482 - Projected BPT WPCA            \$ 45,000- QDS- WPCA Sewer Usage Billing (incl. Aquarion sewer use readings)            \$ 1,800 - QDS - Software mtce. fee for sewer assesement collection            \$ 7,000 - Mission - Pump Station Online Monitoring Services            \$ 3,800 - 1 year subscription for ARC GIS (1/2 Engineering - 1/2 WPCA)            \$ 5,675 - 1 year subscription for Auto Cad Civil (1/2 Engineering - 1/2 WPCA)            \$ 2,100 - United Alarm for pump station            \$ 7,162,857.00 - TOTAL</p>						
20100000	522210	REIMB-GF	654,444.00	577,225.00	.00			
		<p>WPCA reimbursement to the Town of Trumbull per schedule prepared by Finance Dept.</p>						
20100000	534402	MTLS-PROG	18,000.00	12,000.00	14,000.00			
		<p>The program account is used provide the WPCA with the office supplies, misc. supplies, janitorial accessories, road safety apparel, chemical solvent and misc. items necessary to maintain safe and sanitary working environment. Also used for training staff and software programs.</p>						
20100000	545501	COM-LEGAL	3,500.00	3,500.00	3,500.00			
		<p>The account is used for the Tax Collector's quarterly newspaper notices and the required advertising of legal and assessment notices. Amount is based on 2019-2020 projections.</p>						
20100000	567701	TRNSP-GAS	9,200.00	9,200.00	9,200.00			
		<p>Estimated Fuel Costs based on historical usage/expected fuel rates.</p>						
20100000	567702	TRNSP-VEH	8,618.00	6,600.00	6,600.00			
		<p>Anticipating routine maintenance on the department vehicles.</p>						



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TOWN OF TRUMBULL  
NEXT YEAR BUDGET LEVELS REPORT

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PROJECTION: 20231 2022-23 BUDGET

FOR PERIOD 13

SEWER			2021 REVISED BUD	2022 REVISED BUD	2023 DEPT REQ	2023 FIRST SEL	2023 BD OF FIN	2023 TOWN CNCL
20100000	578801	MNTNCE-SV	37,982.00	25,000.00	25,000.00			
		Preventive maintenance of 13 pump station generators; annual main line cleaning and inspection of problem areas that are prone to overflows; annual wet well cleaning. Reduced by \$5,000.00 from previous year.						
20100000	578803	MNTNCE-PRG	70,000.00	50,000.00	50,000.00			
		The program-related account is used to fund parts needed for the repair and routine maintenance of 13 pump stations, their electrical control equipment, flow metering and chart recorders, pumps, hoists, hydraulic check valves, mechanical seals, hoses, hardware, pipe cleaning and inspection equipment, etc.						
20100000	578805	XTRA ITEM	80,000.00	50,000.00	50,000.00			
		Requesting \$50,000 for unforeseen repairs for sanitary system.						
20100000	581888	CAP OUTLAY	621,281.00	2,345,000.00	722,000.00			
		Requesting Capital Outlay - Pay as part of user rate						
		\$ 5,000 - G.I.S- updates for Infrastructure Inventory assest management program						
		\$ 35,000 - Adjust manholes on various paving roads						
		\$ 40,000 - Sanitary sewer inspection on 2022 paving roads						
		\$ 35,000 - Easement Maintenance & Clearing						
		\$ 40,000 - I/I - Study - Continue town wide smoke testing, video inspection, etc.						
		\$ 17,000 - Rack truck with lift & Plow (\$85,000 1st year payment spread over 5						
		\$400,000 Inspection and Construction of high pressure force main						
		\$150,000 Town Wide Repairs						
		\$722,000 Total						
20100000	589901	RNTLS-A/LS	11,340.00	.00	.00			
20100000	590011	UTIL-HEAT	10,615.00	7,728.00	.00			
		Annualized FY21 actual expense plus 8% for any potential rate/usage increases in fuel. Results compared against historical activity and adjusted accordingly.						

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TOWN OF TRUMBULL  
NEXT YEAR BUDGET LEVELS REPORT

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bgnyrpts

PROJECTION: 20231 2022-23 BUDGET

FOR PERIOD 13

SEWER			2021 REVISED BUD	2022 REVISED BUD	2023 DEPT REQ	2023 FIRST SEL	2023 BD OF FIN	2023 TOWN CNCL
20100000	590012	UTIL-ELECT	216,518.00	183,600.00	.00			
		<p>Adjusted for additional usage, cooler temperatures, and increased rates. Results compared against historical activity and adjusted accordingly. Generation contract is until June 2022; however, new CT law is causing this contract to be increased slightly. Distribution costs increased 6% in 2019 and 5% in 2020; additional increase is expected 5/21.</p> <p>Increases in the size of several pumps are planned for FY22.</p>						
20100000	590013	UTIL-WATER	2,504.00	2,556.00	.00			
		<p>Annualized FY21 actual expense plus 8% for potential rate/usage increases. Results also compared against historical activity and adjusted accordingly.</p>						
20100000	590014	UTIL-PHONE	1,602.00	1,602.00	.00			
		<p>On a town wide level this budget includes charges for Verizon wireless. Frontier charges have been eliminated as the town is now on a VoIP telephone system that is included in the IT budget. All service costs were annualized for FY21 and compared to prior year budget and actual costs. In addition, the Town's technology department continually monitors cell plans for usage and potential rate savings.</p>						
20100000	595888	INT-BOND	207,590.00	224,260.00	.00			
		<p>\$ 224,260 - Interest on 8/2014, 8/2015, 8/2018 and 8/2020 bonds</p>						
20100000	597888	PRINC-BOND	163,000.00	409,250.00	.00			
		<p>\$ 409,250 - Principal over 20 yrs on 8/2014, 8/2015, 8/2018 and 8/2020 bonds</p>						
		TOTAL SEWERS-ENTERPRISE	9,265,460.00	11,356,545.00	8,228,637.00			
		TOTAL ENTERPRISE FUNDS	9,265,460.00	11,356,545.00	8,228,637.00			
		TOTAL SEWER	9,265,460.00	11,356,545.00	8,228,637.00			
		GRAND TOTAL	9,265,460.00	11,356,545.00	8,228,637.00			

\*\* END OF REPORT - Generated by William Maurer \*\*

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TOWN OF TRUMBULL  
NEXT YEAR BUDGET LEVELS REPORT

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PROJECTION: 20231 2022-23 BUDGET

FOR PERIOD 13

SEWER	2021 REVISED BUD	2022 REVISED BUD	2023 DEPT REQ	2023 FIRST SEL	2023 BD OF FIN	2023 TOWN CNCL
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Sequence	Field #	Total	Page Break
Sequence 1	1	Y	N
Sequence 2	2	Y	N
Sequence 3	9	Y	N
Sequence 4	0	N	N

Report title:  
01/24/2022 17:27 TOWN OF TRUMBULL  
1789wmaurer NEXT YEAR BUDGET LEVELS REPORT

P 5  
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PROJECTION: 20231 2022-23 BUDGET

FOR PERIOD 13

Report type: 2  
 Budget level: 1  
 Percentage change calculation method: 1  
 Print first or second year of budget requests: F  
 Print revenue as credit: Y  
 Include cfwd in rev bud: N  
 Include cfwd in actuals: N  
 Print totals only: N  
 Include segment code: N  
 Include report grand totals by account type: N  
 Print full GL account: N  
 Double space: Y  
 Suppress zero bdgt accts: Y  
 Print as worksheet: N  
 Print percent change or comment: C  
 Print text: Y  
 Amounts/totals exceed 999 million dollars: N  
 Print five budget levels: N  
 Report view: D

Find Criteria

Field Name	Field Value
Org	20100000
Object	
Project	
Account type	Expense
Account status	