

1 **DRAFT**

2 Wallingford Public Utilities Commission

3 Wallingford Electric Division

4 100 John Street

5 Wallingford, CT

6 May 21, 2019

7 6:30 p.m.

8 **MINUTES**

9 **PRESENT:** Chair Robert Beaumont; Commissioner Joel Rinebold; Director Richard Hendershot;  
10 Electric Division General Manager Tony Buccheri; Office Manager Tom Sullivan; Water and  
11 Sewer Division Director Neil Amwake; Office Manager William Phelan; Recording Secretary  
12 Cynthia Kleist; Public: Steve Gale.

13 Chair Beaumont called the Meeting to order at 6:30 p.m. and the Pledge of Allegiance was  
14 recited.

15 **1. Pledge of Allegiance**

16 **2. CONSENT AGENDA**

17 a. Consider and approve Minutes of May 7, 2019

18 b. Consider and approve Minutes of Purchased Power Workshop, December 7, 2018

19 **Motion to approve Consent Agenda items made by Mr. Rinebold, seconded by Mr.**  
20 **Beaumont.**

21 **Vote: 2 ayes**

22 **3. Items Removed from Consent Agenda – None**

23 **4. Discussion and Action: Approval of the Director’s Report for the Month of April 2019**

24 **DIRECTOR’S OFFICE/DEPARTMENT-WIDE**

25 Mr. Hendershot reported that on April 8, he represented the Department at the first negotiating  
26 session regarding the next IBEW clerical contract. He noted that there probably won’t be any  
27 further negotiating sessions, stating the Town and the Union may agree to a one-year  
28 extension with a change in wages and a slight change in insurance numbers. Mr. Hendershot  
29 noted that later in that same evening, he and Mr. Buccheri participated in the Public Hearing on  
30 the Town’s budget also on April 8 which included several questions for the Electric Division.

1 Mr. Hendershot said on April 9, he hosted the on-site kickoff meeting for the “process review”  
2 of the 2017/2018 wholesale power supply procurement activities. He noted that ACES Power  
3 Marketing is once again performing this audit. On April 11, he attended the Town Council  
4 workshop on the 2019/2020 budget along with the Electric, Water and Sewer Division General  
5 Managers and Business Managers. On April 23, he attended the Town Council meeting to  
6 participate in an Executive Session regarding the Settlement Agreement with CMEEC. On April  
7 26, along with both General Managers Amwake and Buccheri, attended the Mayor’s annual  
8 meeting regarding bid waiver requests for Fiscal 2020.

9 **ELECTRIC DIVISION**

10 Wallingford Renewable Energy (“WRE”) Solar-PV Interconnection

11 Mr. Hendershot reported that while the WED continues to have all three interconnection points  
12 constructed by Sept. 1, WRE has extended its schedule such that they anticipate a commercial  
13 operation date during Q-1 of 2020.

14 Broadview URD Replacement

15 Mr. Hendershot said that except for two new road crossings that will be cutover in June, this  
16 URD replacement project is finished.

17 Mr. Hendershot reported that service work during April included seven new services, 16 service  
18 changes and 11 retired services; street light work included 38 LED street light conversions and  
19 nine street light repairs. He noted that to-date, 1,592 LED streetlights have been installed, with  
20 3,043 HPS streetlights remaining to be replaced.

21 Personnel

22 Mr. Hendershot said that Distribution Superintendent oral screening tests were administered  
23 April 17 and interviews were scheduled for the first two weeks of May. Mr. Hendershot said  
24 both candidates were interviewed with a preferred candidate identified and a conditional offer  
25 and letter mailed. Mr. Hendershot also reported that no qualified System Operator candidate  
26 passed the screening exam so the Division will re-advertise in the near future; the Chief  
27 Meterman retired in early May; the internal posting of the position has closed and the Division  
28 awaits a candidates list from Human Resources. Mr. Hendershot said he understood the lone  
29 candidate will test soon.

30 Electric System Metrics

31 Mr. Hendershot said system input for April totaled 42,356 MWh, a decrease of 6.1% from March  
32 2018. Chair Beaumont said this is the lowest he has ever seen. Mr. Hendershot said this figure  
33 was low but it was helpful that maximum system demand for the month was 74.4 MW, a

1 decrease of 9.5% from last year; Average System Availability Index ("ASAI") for April was  
2 computed at 99.989%; monthly values for the other tracked indices are as follows:

3 System Average Interruption Duration Index – 4.76 minutes; System Average Interruption  
4 Frequency Index – 0.068 minutes; Customer Average Interruption Duration Index – 69 minutes.

5 March Wholesale Power Supply

6 Mr. Hendershot said that in March, 92.0% of the WED's total energy was hedged; the  
7 forecasted hedging level for the month was 90.0%.

8 WED's all-in purchased power cost per MWh:

9 March actual - \$96.32; 2018/2019 FY budget forecast (1/15/18) for March = \$102.44;  
10 Prevailing six-month average PCA forecast (1/1/19-6/30/19) = \$104.02

11 WED's generation cost per MWh:

12 Average cost for hedged volume - \$43.10; Average cost for total volume - \$43.55

13 The WED purchased 3,963 MWhs of "short" energy at an average price of \$46.62, which helped  
14 cause the total cost listed above to be slightly higher than the hedged costs.

15 Per Mr. Rinebold's request, Mr. Hendershot provided brief summary comments on each of the  
16 Division's budgets. He noted that Electric Division unit sales were slightly above budget year-to-  
17 date but because of the zero cost PCA applied this Fiscal Year, operating revenues and spread  
18 dollars are both well under-budget. He said the total operating expenses were also well under-  
19 budget. He said the net result, through nine months, the WED's net income is positive but less  
20 so than budgeted.

21 Chair Beaumont questioned the Wallingford Renewable Energy (WRE), on page 4-6, and asked  
22 if WRE was working with DEEP on a storm water permit. Mr. Buccheri said where ever the solar  
23 panels are being installed; storm water runoff has to be taken into consideration.

## 24 **WATER DIVISION**

25 Mr. Hendershot said the Division experienced one water main break and one service leak during  
26 April.

27 Water Main Replacements

28 Mr. Hendershot said work resumed on Contract 35 with 310 feet of new 12-inch ductile iron  
29 water main installed along South Whittlesey Avenue; Contract 36: Water main replacements  
30 along Bonnie Court, Hamlin Avenue, Pond Hill Road, Wallace Street and Ward Street Extension.

1 The bids for this project have been advertised and a pre-bid meeting took place May 2 with the  
2 bid opening scheduled for May 22.

3 Stand-by Generators for Well 1, and Wells 2, 3.

4 Mr. Hendershot said 60% plans have been reviewed by the Water Division and discussed with  
5 the Consultant. He said work has begun on the 90% plans.

6 CT DOT Project to Replace Center Street Bridge

7 Mr. Hendershot said the Contractor has resumed work after suspending activity to address  
8 concerns with the stability of the existing structure. The Water Division performed four  
9 individual shutdowns to enable removal of the temporary water mains.

10 Hydrant Painting

11 Mr. Hendershot noted this effort will begin this month once the daily average temperatures  
12 reach 50 degrees and no rain is forecasted. Mr. Hendershot noted the paint contractor is behind  
13 because of the weather.

14 Personnel

15 Mr. Hendershot said a conditional offer has been made to the preferred candidate to fill the  
16 vacant Maintainer I position; the new Water Quality Inspector is scheduled to being work on  
17 May 13; the incumbent Electrical Technician (Water Treatment Plant) has given notice of his  
18 intention to retire. The impending vacancy has been posted.

19 Water Division Metrics

20 Mr. Hendershot reported that water production for March totaled 101.6 million gallons, an  
21 **increase** of 6.9% from April 2018; reservoir storage at month's end was at 95.9% of total  
22 effective impoundment. The historical average for April is 93.9%; precipitation for the month  
23 totaled 7.1 inches, which is 2.9 inches above the historical average for April; precipitation to  
24 date is 17.8 inches, which is 1.3 inches below the historic mean for the first four months of the  
25 calendar year.

26 Mr. Hendershot noted that sales and revenues are moderately below budget because of lower  
27 sales to the 5/8-inch meter class customers. He said operating expenses are significantly below  
28 budget because of personnel vacancies, lower electric costs and project expenses not yet  
29 experienced. Mr. Hendershot said this has resulted in a very positive net income through nine  
30 months in the Water Division.

31 **Wastewater Division**

1 Mr. Hendershot said Sewer Division staff responded to and resolved a total of eight WWTP  
2 alarms, collection system trouble calls and vehicle issues during April.

3 WWTP Facility Plan/Phosphorus Treatment Project

4 Mr. Hendershot said staff will provide a real-time update of the status of this effort at tonight's  
5 PUC meeting.

6 Mr. Hendershot said during April, the collection system staff televised 9,513 linear feet of sewer  
7 main and flushed 8,521 feet of sewer. To date, 9.64 miles of sewers have been televised and  
8 2.25 miles flushed in 2019. Staff inspected 107 manholes during April.

9 Personnel

10 Mr. Hendershot reported the new Attendant I began work on April 22.

11 Wastewater Division Metrics

12 Mr. Hendershot said at the WWTP, the average daily flow during April was 7.5 MGD, which is  
13 essentially equal to the average daily flow of April 2018; the 12-month rolling average daily flow  
14 remains 6.2 MGD, which is below the 90% permit threshold of 7.2 MGD. 2019 phosphorus  
15 removal efforts have begun; for April, the average level was 0.55 mg/L which is 0.16 mg/L  
16 below the April 2018 level. The current permit level is 0.7 mg/L Nitrogen discharge for the  
17 month averaged 433 pounds per day. This amount is below the April 2018 discharge rate of 690  
18 pounds per day, but is still over the permit level of 269 pounds per day. Average daily discharge  
19 in 2019 is 599 pounds through April.

20 Private Side I/I Mitigation Program

21 Mr. Hendershot said that during April, Division staff conducted 41 inspections, which identified  
22 three connections. Also during the month, four issues were corrected. Since inception, the I/I  
23 program has conducted 1,492 inspections, identified 180 connections and corrected 111 issues.

24 Mr. Hendershot provided summary comments on the Sewer Division Budget to-date noting that  
25 usage and revenue are essentially right on budget with expenses below budget because of the  
26 same reasons noted for the Water Division. Mr. Hendershot said the net result is a slightly  
27 positive net income instead of the expected negative net income through nine months of the  
28 fiscal year. He noted overall, the to-date budget performance of all three Divisions is quite good  
29 through 3/4ths of the Fiscal Year.

30 **Mr. Rinebold made a motion to approve the Director's Report for the Month of April**  
31 **2019. Mr. Beaumont seconded the motion**

32 **Vote: 2 ayes**

1 **ELECTRIC**

2 5. Review of Electric Division Disbursements for the Month of April 2019 – **DISCUSSION**  
3 **ONLY – NO ACTION TAKEN.**

4 On page 5-5, Mr. Rinebold asked about mutual aid to Norwich at a cost of \$37,775 and if the  
5 WED gets reimbursed. Mr. Hendershot explained this was a check the WED wrote to Norwich  
6 for work they did for us. Mr. Buccheri said this was during the ice storm in January. On page 5-  
7 5, Chair Beaumont asked about the Asplundh check for \$73,000 and whether this was for zone  
8 trimming. Mr. Rinebold asked on page 5-2 about “confirming do not duplicate.” Mr. Buccheri  
9 said this is the \$5,595.44 for line truck boom repairs.

10 **NO ACTION TAKEN - DISCUSSION ONLY**

11 6. Review of Water/Sewer Division Disbursements for the Month of April 2019 –  
12 **DISCUSSION ONLY – NO ACTION TAKEN**

13 Chair Beaumont asked on page 6-8 regarding Midstate Medical for \$14,215. Mr. Phelan said this  
14 involved surgery for an employee on Worker’s Compensation.

15 **DISCUSSION ONLY – NO ACTION TAKEN**

16 7. Discussion and Action: Set date and time for Public Hearing regarding the construction  
17 of the WPCF Phosphorus upgrades.

18 **Mr. Rinebold made a motion to set the Public Hearing regarding the construction of**  
19 **the WPCF Phosphorus Upgrades for June 4, 2019 at 6:45 p.m. at 100 John Street,**  
20 **Wallingford, CT. Mr. Beaumont seconded the motion.**

21 **Vote: 2 ayes**

22 8. Discussion and Action: Resolution – Meskill

23 **Mr. Rinebold made a motion to approve the Meskill Resolution. Mr. Beaumont**  
24 **seconded the motion.**

25 **RESOLUTION**

26 **WHEREAS,** the Board of Public Utilities Commissioners of the Town of Wallingford wishes to  
27 congratulate

28 **Richard J. Meskill**

29 Upon his retirement after thirty years of dedicated service to the Town of Wallingford Water  
30 Division; and

1 **WHEREAS**, the Commissioners do hereby express their gratitude to Mr. Meskill for his  
2 dedicated efforts over the years on behalf of the Water Division in the performance of his duties  
3 as Assistant Superintendent for Water Supply and Treatment; and

4 **WHEREAS**, he has personified a true water system professional in his attention to the details  
5 of managing the watershed and the Water Division's Pistapaug Water Treatment Plant to  
6 ensure the protection and reliable delivery of high quality water from its source to the  
7 customer's faucet; and

8 **WHEREAS**, his consummate efforts are recognized and appreciated in managing the operation  
9 and maintenance of storage tanks, pump stations, and wells during and after hours; and

10 **NOW THEREFORE BE IT RESOLVED** that this Commission goes on record as extending to  
11 Richard Meskill good health and best wishes in the years to come.

12	Unanimously adopted by:	The Public Utilities Commission
13		Robert N. Beaumont, Chair
14		Patrick M. Birney, Vice-Chair
15		Joel M. Rinebold, Secretary

16 Chair Beaumont said he remembered when Mr. Meskill was hired. Mr. Amwake noted Mr.  
17 Meskill's first task was Clerk of the Works for the Pistapaug Water Treatment Plant which came  
18 on board in 1993. He said Mr. Meskill will be with the Division until Memorial Day weekend. Mr.  
19 Amwake said the phrase "to ensure the protection and reliable delivery of high quality water  
20 from its source to the customer's faucet" really captures Mr. Meskill's responsibilities and roles.

21 **Vote: 2 ayes**

22 9. Update on WWTP Facility Plan/Phosphorus Treatment Project

23 Mr. Amwake gave a real-time update on the WWTP Facility Plan/Phosphorus Treatment Project.  
24 He noted under Facility Plan – an updated Grant Agreement and Tax Questionnaire for the 55%  
25 planning grant was received on April 29, 2019 from DEEP; the Grant Agreement was signed by  
26 Mayor Dickinson on April 30, 2019; Facility Plan costs equal to \$996,866.00; 55% grant equal to  
27 \$531,774.65; 45% Town share equal to \$435,088.35. Mr. Amwake said the Town Clerk re-  
28 certified the resolution which was completed on May 1, 2019. Mr. Amwake said the WSD is  
29 working to gather all of the supporting documents, and then submit the full Grant Agreement  
30 and Tax Questionnaire to DEEP (three copies).

31 Mr. Amwake said after the bids were opened on May 7<sup>th</sup>, the Clean Water Fund application for  
32 design and construction has to be submitted. He said the Sewer Division, himself and AECOM  
33 have been preparing a presentation concerning the grant funding percentage. He said a

1 submission was put in of what Wallingford believes the recommended grant funding should be.  
2 He said this is based upon the review, discussion and negotiation and final determination by  
3 DEEP staff.

4 Construction Administration (CA) Agreement.

5 Mr. Amwake said the proposed Scope of Services and Fee for the CA Agreement, including level  
6 of effort assumptions, was transmitted to the DEEP on May 16, 2019 for their review and  
7 approval. The Town still needs to enter into a Scope of Services and Fee Development with  
8 AECOM to do support during the construction and administration phase at \$5.2 million which he  
9 said was slightly higher than planned.

10 Mr. Amwake said AECOM issued a letter dated May 10, 2019 stating that they "... are satisfied  
11 that the firm C.H. Nickerson, at a bid of \$45,507,000.00, has the requisite experience to  
12 perform the work." He said the Town cannot enter into a construction contract with the lowest  
13 responsive and responsible bidder until the DEEP issues an Authorization to Award letter. He  
14 said he and AECOM continue to speak with DEEP staff on a daily basis.

15 Funding Ordinance

16 Mr. Amwake said the Public Utilities Commission recommended to the Wallingford Town Council  
17 adoption of the proposed Funding Ordinance of \$60 million for the design and construction of  
18 the WPCF Upgrades Project; Notice of the Town Council Funding Ordinance Public Hearing was  
19 published in the Record-Journal on May 15, 2019; the Town Council Funding Ordinance Public  
20 Hearing is scheduled for Wednesday, May 22, 2019 at 6:30 p.m. at the Town Hall.

21 Mr. Rinebold asked what would be expected at the Town Council Public Hearing. Mr. Amwake  
22 said the Mayor had some follow-up questions regarding contracts and agreements.

23 **PUBLIC QUESTION & ANSWER PERIOD – 7:02 p.m. – No Questions**

24 10. Correspondence – Nothing to report

25 11. Committee Reports – Nothing to report

26 **ADJOURNMENT**

27 Mr. Rinebold made a motion to adjourn the Meeting at 7:03 p.m. Mr. Beaumont seconded the  
28 motion which passed unanimously

29 Respectfully submitted,

30 Cynthia A. Kleist

31 Recording Secretary

Respectfully submitted,

Joel Rinebold

Secretary