



CITY OF CHICOPEE

DEPARTMENT OF PUBLIC WORKS



Jeffrey A. Neece
Superintendent

Joseph Kietner
Chief Operator

Quinn T. Lonczak
Project Supervisor

Sewer Commission Meeting February 24, 2016

Present: Sewer Commissioners: Joseph Carriveau, Chairman
James Raschilla, Vice-Chairman
James Carabetta
Jessica Dzwonkoski

Chung Liu, Excused

Also Present: Joseph Kietner, Chief Operator, WPC
Quinn Lonczak, Project Supervisor, WPC
Jennifer Harazmus, Financial Administrator, DPW
Thomas Hamel, Project Advisor, DPW

Mr. Carriveau motioned to approve the minutes of the January 20, 2016 meeting, seconded by Mr. Carabetta, Approved 4-0.

Abatements:

Robert Southworth – 103 Arnold Avenue – High Usage/Watering New Landscaping – Amount Requested \$749.15, Amount Recommended \$0.00, Mr. Raschilla motioned to deny the abatement, seconded by Mr. Carabetta, Denied 4-0.

The above abatement was denied because Mr. Southworth receives a 30% summer discount on his sewer usage.

Andrew Fredette – 54 Beverly Street – High Usage/Toilet Leak – Amount Requested None, Amount Recommended \$519.44, Mr. Raschilla motioned to approve the abatement, seconded by Mr. Carabetta, Approved 4-0.

Highland Farms – 466 Chicopee Street – High Usage/Toilet Leak – Amount Requested \$1,577.00, Amount Recommended \$943.67, Mr. Raschilla motioned to deny the abatement, seconded by Ms. Dzwonkoski, Denied 4-0.

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Water Pollution Control

The above abatement was denied because the owner of Highland Farms didn't submit any documentation showing he repaired the leaking toilet.

Cheryl Hayward – 37 Cora Avenue – High Usage/Toilet Leak – Amount Requested None, Amount Recommended \$408.96, Mr. Carabetta motioned to approve the abatement, seconded by Mr. Raschilla, Approved 4-0.

Rufino Rodriguez – 82 Dillon Street – Unexplained High Usage – Amount Requested \$310.55, Amount Recommended \$0.00, Mr. Raschilla motioned to deny the abatement, seconded by Mr. Carabetta, Denied 4-0.

The above abatement was denied because Mr. Rodriguez didn't submit any documentation showing a rise in usage nor did his usage meet the criteria as stated in the abatement policy.

Dennis Zielonka – 805 Front Street – High Usage/Hot Water Tank Leak – Requested Amount \$297.00, Recommended Amount \$237.92, Mr. Carabetta motioned to approve the abatement, seconded by Ms. Dzwonkoski, Approved 4-0.

Brian Blanchette – 57 Greenpoint Circle – High Usage/Toilet & Faucet Leak – Requested Amount \$0.00, Recommended Amount \$0.00, Mr. Raschilla motioned to deny the abatement, seconded by Mr. Carabetta, Denied 4-0.

The above abatement was denied because Mr. Blanchette's usage doesn't meet the criteria as stated in the abatement policy.

Lisa Boutin & Melissa Leutsch – 10 Highland Avenue – High Usage/Tenant Vandalism – Requested Amount \$400.02, Recommended Amount \$0.00, Mr. Raschilla motioned to deny the abatement, seconded by Mr. Carabetta, Denied 4-0.

The above abatement was denied because there was no documentation provided showing tenants caused vandalism which would have increased water/sewer usage.

Luis Simao – 37 Highland Avenue – High Usage/Toilet Leak – Requested Amount \$968.42, Recommended Amount \$0.00, Mr. Carriveau motioned to deny the abatement, seconded by Mr. Carabetta, Denied 4-0.

The above abatement was denied because Mr. Simao didn't submit any documentation showing a rise in usage nor did his usage meet the criteria as stated in the abatement policy.

Diane Dow – 77 Magnolia Terrace – Unexplained High Usage - Amount Requested \$451.22, Amount Recommended \$0.00, Mr. Carriveau motioned to deny the abatement, seconded by Mr. Carabetta, Denied 4-0.

The above abatement was denied because Ms. Dow didn't submit any documentation showing a rise in usage nor did her usage meet the criteria as stated in the abatement policy.

Rihab Alzubaidi – 443 New Ludlow Road – Unexplained High Usage - Amount Requested \$83.00, Amount Recommended \$0.00, Mr. Carriveau motioned to deny the abatement, seconded by Ms. Dzwonkoski, Denied 4-0.

The above abatement was denied because Mr. Alzubaidi believed his increase in usage was due to a malfunctioning water meter. The Water Department checked and found his meter to be working properly. Additionally, Mr. Alzubaidi didn't submit any documentation showing a rise in usage nor did his usage meet the criteria as stated in the abatement policy.

John & Maureen Stone – 23 Willwood Street – High Usage/ Toilet Leak - Amount Requested \$200.00, Amount Recommended \$0.00, Mr. Carabetta motioned to deny the abatement, seconded by Mr. Raschilla, Denied 4-0.

The above abatement was denied because Mr. and Mrs. Stone didn't submit any documentation showing repairs have been made.

Wendy & Jeffrey Franz – 112 Acrebrook Drive – Estimated Reading – \$209.13, Mr. Raschilla motioned to approve the abatement, seconded by Mr. Carriveau, approved 4-0.

Cynthia Gorman – 197 Bridle Path Road – Estimated Reading – \$531.01, Mr. Raschilla motioned to approve the abatement, seconded by Mr. Carriveau, approved 4-0.

Christopher Colby & Shauna Moore – 59 Charles Street – Estimated Reading – \$275.27, Mr. Raschilla motioned to approve the abatement, seconded by Mr. Carriveau, approved 4-0.

City of Chicopee Fire Department – 580 Chicopee Street – Estimated Reading – \$1,992.25, Mr. Raschilla motioned to approve the abatement, seconded by Mr. Carriveau, approved 4-0.

City of Chicopee Public Safety Complex – 80 Church Street – Estimated Reading – \$51,171.48, Mr. Raschilla motioned to approve the abatement, seconded by Mr. Carriveau, approved 4-0.

Jacquelyn Russ – 143 Clairmont Avenue – Estimated Reading – \$326.36, Mr. Raschilla motioned to approve the abatement, seconded by Mr. Carriveau, approved 4-0.

Thomas & Bridget Shea – 61 Downey Street – Estimated Reading – \$206.92, Mr. Raschilla motioned to approve the abatement, seconded by Mr. Carriveau, approved 4-0.

Antonio Massano – 31 Emerald Street – Estimated Reading – \$139.87, Mr. Raschilla motioned to approve the abatement, seconded by Mr. Carriveau, approved 4-0.

Uta Dipsquale – 36 Erline Street – Estimated Reading – \$2,104.06, Mr. Raschilla motioned to approve the abatement, seconded by Mr. Carriveau, approved 4-0.

Antoinette Lazarz & Mary Ann Topor – 405-407 Front Street – Estimated Reading – \$423.49, Mr. Raschilla motioned to approve the abatement, seconded by Mr. Carriveau, approved 4-0.

Elizabeth Marshall – 110 McCarthy Avenue – Estimated Reading – \$31.44, Mr. Raschilla motioned to approve the abatement, seconded by Mr. Carriveau, approved 4-0.

International Brotherhood of Boilermakers L-1851 – 408 Meadow Street – Estimated Reading – \$209.43, Mr. Raschilla motioned to approve the abatement, seconded by Mr. Carriveau, approved 4-0.

Jack Roy – 49 Norman Street – Estimated Reading – \$208.61, Mr. Raschilla motioned to approve the abatement, seconded by Mr. Carriveau, approved 4-0.

Kathleen Gagnon – 89 Northwood Street – Estimated Reading – \$384.83, Mr. Raschilla motioned to approve the abatement, seconded by Mr. Carriveau, approved 4-0.

Michael Williams – 87 Pendleton Avenue – Estimated Reading – \$495.67, Mr. Raschilla motioned to approve the abatement, seconded by Mr. Carriveau, approved 4-0.

Karen & Jean Rousseau – 42 Voss Avenue – Estimated Reading – \$1,270.61, Mr. Raschilla motioned to approve the abatement, seconded by Mr. Carriveau, approved 4-0.

Perez Barber Shop – 2 West Street – Estimated Reading – \$1,275.39, Mr. Raschilla motioned to approve the abatement, seconded by Mr. Carriveau, approved 4-0.

Lisette Rosella Pimenteo – 55 West Street – Estimated Reading – \$267.12, Mr. Raschilla motioned to approve the abatement, seconded by Mr. Carriveau, approved 4-0.

Jeffrey & Julie Dubois – 85 Bardon Street – Misread Meter - \$91.60, Mr. Carabetta motioned to approve the abatement, seconded by Ms. Dzwonkoski, approved 4-0.

Mitsuko Cogdill – 59 Thaddeus Street – Misread Meter - \$204.60, Mr. Carabetta motioned to approve the abatement, seconded by Ms. Dzwonkoski, approved 4-0.

Philip & Theresa Bergeron – 16 Berger Street – Stuck Outside Register - \$1,957.21, Mr. Carabetta motioned to approve the abatement, seconded by Ms. Dzwonkoski, Approved 4-0.

Paul Gilpatrick – 655 McKinstry Avenue – Stuck Outside Register - \$80.46, Mr. Carabetta motioned to approve the abatement, seconded by Ms. Dzwonkoski, Approved 3-0.

Steven & Sheila Rivard – 16 Kaveney Street – New Pool Liner - \$100.00, Mr. Raschilla motioned to approve the abatement, seconded by Mr. Carabetta, approved 4-0.

Barbara Burger – 50 Lagadia Street – New Pool - \$75.00, Mr. Raschilla motioned to approve the abatement, seconded by Mr. Carabetta, approved 4-0.

Nicholas Delisle – 219 Bridle Path Road – Interest Charges – \$2.22, Mr. Carabetta motioned to approve the abatement, seconded by Ms. Dzwonkoski, approved 4-0.

Donald Beaulieu & Darlene Benoit – 84 Cyran Street – Interest Charges – \$1.33, Mr. Carabetta motioned to approve the abatement, seconded by Ms. Dzwonkoski, approved 4-0.

Richard Fournier – 35 Massachusetts Avenue – Interest Charges – \$13.54, Mr. Carabetta motioned to approve the abatement, seconded by Ms. Dzwonkoski, approved 4-0.

Commitments:

February 2016 – Sewer & Storm – \$1,128,806.34, Mr. Raschilla motioned to accept, seconded by Ms. Dzwonkoski, accepted 4-0.

Sewer and Storm Fee Revenues through January 31, 2016 total \$7,358,215.74 which is \$472,111.63 less than what had been projected.

Mr. Carabetta questioned if there's an update on the water bills for high usage at the sewer treatment plant and Joe Kietner explained the Water Commission has abated those two high usage billings and have set a date of April 1, 2016 to start billing the sewer treatment plant for all water usage. Joe Kietner explained the treatment plant should have their water supply transferred over from city water to plant recycled water by April 1, 2016 which will save the Sewer Department money on water usage. Joe Carriveau questioned if Joe Kietner has inquired about the Water Department's water blow off sights and Joe Kietner responded he has been told the Water Department utilizes two locations in the City for blow offs but they would stop using them sometime this year. The Sewer Commissioners requested correspondence be sent to the Water Department Superintendent requesting a date the Water Department will stop using the water blow off locations.

Joe Kietner presented the Sewer Commissioners with the proposed fiscal year 2017 budget request. Mr. Raschilla questioned the significant increase in the water meter line item and Tom Hamel explained the increase allows the Sewer Department to invest in the Water Department installing new meters throughout the city. Tom Hamel explained they have found the old meters to be under registering actual usage and with the new meters installed it is believed that with accurate usage being billed the Sewer Department's revenue could increase up to \$1,000,000 per year without a rate increase.

Ms. Dzwonkoski questioned if there's any plans to look into making the treatment plant or any pump stations more energy efficient to reduce the costs of electricity, heating, water, etc. Joe Kietner explained that as far as water usage is concerned, the treatment plant will soon start using its own supply of non-potable water to run the treatment plant. Tom Hamel explained that all electricity used to be supplied by Northeast Utilities and at that time he had them perform an energy audit of the treatment facilities which included installing energy efficient lights and pumps. Tom Hamel further explained that they eventually switched over to electric supplied by Chicopee Electric Light and also had them perform an additional energy audit and the treatment facilities now save over \$2,000 per month in electricity costs.

Next, Mr. Raschilla questioned why there aren't any funds being requested in the sick leave buy back line item. Jennifer explained there aren't any plans for retirements of employees who have a significant amount of sick leave in the coming year. However, Jennifer further explained that funds in special accounts such as this one can be carried forward at the close of the fiscal year and there's a balance of about \$67,000 in the sick leave buy back account which will be carried forward to fiscal year 2017.

After much discussion, Mr. Raschilla motioned to accept the proposed Fiscal Year 2017 Budget Request for \$13,091,794.81, seconded by Mr. Carabetta, accepted 4-0.

Next, Tom Hamel presented the Sewer Commission with a proposed sewer fee rate increase for fiscal year 2017. The proposed sewer rate increase in FY'17 would be \$6.15/100 cubic feet for the first 1000 cubic feet and \$6.95/100 cubic feet for usage over 1,000 cubic feet which is an increase of \$0.16 to the current sewer rate. Mr. Raschilla motioned accept the Fiscal Year 2017 Proposed Sewer Rate Increase, seconded by Ms. Dzwonkoski, accepted 4-0.

Next, Tom Hamel presented the Sewer Commission with a proposed sewer fee rate increase for fiscal year 2018. The proposed sewer rate increase in FY'18 would be \$6.32/100 cubic feet for the first 1000 cubic feet and \$7.12/100 cubic feet for usage over 1,000 cubic feet which is an increase of \$0.17 to the proposed FY'17 sewer rate. Mr. Raschilla motioned accept the Fiscal Year 2018 Proposed Sewer Rate Increase, seconded by Ms. Dzwonkoski, accepted 4-0.

Mr. Raschilla requested looking into the addition of a Water Infrastructure Surcharge on real property at a rate of up to, but not exceeding 3 percent of the real estate tax levy against real property. Chapter 40 Section 39M Water Infrastructure Surcharge on Real Property provides a mechanism to set up a fund to be used exclusively for maintenance, improvements, and investments to drinking water, wastewater, and stormwater infrastructure assets. Tom Hamel and Joe Kietner prepared a correspondence to the Mayor on behalf of the Sewer commission to provide this information and respectfully request the Mayor take any action he deems appropriate in regards to the possibility for its applicability to the Wastewater Department's financial situation. Mr. Raschilla motioned to accept and forward this correspondence to the Mayor, seconded by Mr. Carabetta, 3 accepted, 1 abstained.

Joe Kietner informed the Commissioners that all employees, boards, commissions and elected officials must complete the State of Massachusetts online ethics training. Jennifer informed the Commissioners an email will be sent to all of them with a link to the website and instructions on how to complete the training.

Next, Joe Kietner presented the Sewer Commissioners with a special appropriation request to the Mayor in which he prepared on their behalf. Joe explained the City's NPDES (National Pollution Discharge Elimination System) Permit requires numerous reports from the Wastewater Department. Most all regulatory NPDES requirements are handled by WPC Staff, however additional engineering services to calculate CSO-annual volume according to EPA's model is needed and will be provided by Tighe & Bond. This contract with Tighe & Bond has a value of \$11,300.00 and in order to fund it a transfer of funds is needed.

Joe Kietner asked the Sewer Commissioners to request a transfer of \$11,300.00 from the Sewer Fund Balance to the Wastewater Line Item for Special Services. Mr. Raschilla motioned to approve to forward this request to the Mayor for approval, seconded by Mr. Carabetta, approved and forwarded 4-0.

Joe Kietner then presented the Sewer Commissioners with a special appropriation request to the Mayor in which he prepared on their behalf. Joe explained currently the WPCF produces oxygen on site and has a liquid oxygen tank as a backup system; this style of an oxygen system is energy intensive and inefficient. The liquid Oxygen backup system utilizes a water bath vaporizer and will be replaced with two ambient air vaporizers that will use the heat in the air around the units to vaporize the liquid oxygen without any operating costs except for standard equipment servicing or repairs. The Massachusetts Department of Energy Resources (DOER) Green Communities Division has approved an award of \$99,000.00 for WPCF Oxygen Vaporization System to fund a portion of the project. Additional City funds have been appropriated for the contracts associated with this project. Recently it was found additional work will be required to provide better control of the oxygen gas system delivery (including instrument reconfiguration and associated electrical work). This additional work has a value of \$18,209.00. Joe Kietner asked the Sewer Commissioners to request a transfer of \$18,209.00 from the Sewer Fund Balance to the Wastewater Special Account for WPCF Oxygen Vaporization System. Mr. Raschilla motioned to approve to forward this request to the Mayor for approval, seconded by Ms. Dzwonkoski, approved and forwarded 4-0.

The next meeting is scheduled for Wednesday, March 23, 2016 at 5:30 P.M.

Ms. Dzwonkoski motioned to adjourn the meeting at 7:00 P.M., seconded by Mr. Carriveau, adjourned 4 - 0.

Accepted	
Vote	<u>4 - 0</u>
Date	<u>3/23/16</u>

Copies: Mayor
City Council
City Clerk
DPW Superintendent