

TOWN OF WESTBROOK
866 BOSTON POST ROAD
WATER POLLUTION CONTROL AUTHORITY

Special Meeting
Teleconference via Zoom
Wednesday May 6, 2020
Minutes

1. Call to Order

The Special Meeting of the Westbrook Water Pollution Control Authority (WPCA) was called to order by Chairman McNamar on Wednesday May 6, 2020 at 7:03 PM by teleconference.

Members Present: Lee McNamar (Chairman), Scott Brainard, Sid Holbrook, Ray Fontana, and Thomas Maynard.

Also Present: Zachary Faiella, R.S., M.P.H., D.O.H., Lee Archer R.S., and Shirley Mickens

2. Correspondence

There was no correspondence.

3. Wastewater Evaluation Project Update

Mr. Curtis was unavailable for the meeting and no update was given.

4. Pilot Study Update

Discussed under item 5.

5. Bids Received – possible vote

Mr. Holbrook suggested awarding the bid for the installation of the Passive Nitrogen Removal System at the Riggio Building only and hold off on awarding the bid for the installation at the beach concession stand until the fall. Mr. Holbrook explained the two jobs when combined is a lot of money and at this time the WPCA does not know the cost of monitoring and any other additional costs that will be associated with the project. There may be a lower cost option and the WPCA members should discuss options. It was discussed that \$80,000 was appropriated for the Ted Lane Evaluation Project and \$50,000 for installation of the Passive Nitrogen Removal Project. Mr. McNamar will speak with Ms. Castracane regarding the capital budget appropriations. It was decided that more information is needed from Mr. Curtis on costs for monitoring. The members thought it would be good to see how the installation goes at the Riggio Building first and then decide if the system at the beach concession stand should go ahead.

Mr. Holbrook made a motion to award the bid for the Riggio Building only, to the lowest bidder, and to table the work at Hog Wild at this time. Mr. Maynard seconded the motion. All were in favor.

Mr. Holbrook suggested that Mr. McNamar contact Mr. Curtis regarding the additional costs such as the following: monitoring each system, overseeing the installation, sampling, laboratory fees, as-built cost, filings with DEEP, and compiling the data. Ms. Mickens mentioned that the WPCA technician and Director of Health were going to do the testing and any other tasks to reduce the costs. It was suggested to have Ms. Marino help on the project if she is available. Mr. McNamar will speak to Mr. Curtis about the additional costs and talk with Ms. Castracane about the WPCA budget. Mr. Curtis's Scope of Work only included the design of the system. The WPCA can make the determination as to who will do the monitoring. Mr. Archer mentioned that the plan has not been approved by health department and needs to be formally approved. Mr. Faiella had forwarded plan to the Department of Public Health and they asked about the monitoring protocol and extension of sand.

There were no changes to the plan. Mr. Faiella has reviewed the plan and will do a formal approval. He will share the plan with the Department of Energy and Environmental Protection. The WPCA agreed the contract should not be awarded until the plan is approved by the Westbrook Health Department. Mr. McNamar will set up a special meeting once Mr. Curtis is able to provide information on the additional costs.

6. Vote on Minutes Regular Meeting 2/26/2020 & 1/22/2020

There was no quorum at the 2/26/2020 meeting.

Mr. Maynard moved to approve the minutes from the 1/22/2020 Regular Meeting of the WPCA. Mr. Brainard seconded the motion. Mr. Holbrook abstained. Mr. McNamar and Mr. Fontana were in favor. The motion passed.

7. Budget Update

No update.

8. Public Hearing for Wastewater Management Regulations

The public hearing for the Wastewater Management Regulations has been postponed. Mr. Faiella mentioned it would be possible to hold the hearing by video call in with the public.

9. Invoices

1,000 pump out post cards were ordered from Technique Printers in the amount of \$118.53. The health department will cover the cost.

10. New Business / Old Business

There are two openings on the WPCA. Ms. Mickens has agreed to be on the Authority and Mr. Badstubner was mentioned as a second member.

11. Adjournment

Mr. Maynard made a motion to adjourn the meeting. Mr. Brainard seconded the motion. All were in favor. The meeting was adjourned at 8:00 PM.

ATTEST:

“In accordance with American with Disabilities Act, Final Rule 194 for State and Local Government Facilities, special accommodations will be provided upon notification to agency within a reasonable time of such need.”