



**Unapproved
Town of Ridgefield
Water Pollution Control Authority**

**WPCA Meeting Via ZOOM
August 28, 2025 7:00 p.m.
66 Prospect Street
Ridgefield, Connecticut 06877**

WPCA: Amy Siebert, Gary Zawacki, Corrine Ketchum, Maureen Kozlark
Absent: Russell Fink
AECOM: Matt Formica
Veolia: Ryan Richmond
Guest: Patrice Gillespie

**These are not verbatim minutes of the proceedings, but identification of
general items and specific actions undertaken.**

WPCA Regular Meeting was called to order by Ms. Siebert at 7:00 p.m.

- 1) Approval of Minutes.** Ms. Ketchum made a motion to approve the July 24, 2025 and August 14., 2025 minutes, seconded by Ms. Kozlark, passing 4-0.
- 2) New Business**
- 3) Old Business**
- 4) AECOM Report**
 - 1. Route 7 PS, FM, and WWTF Decommissioning**
 - a. Construction Update.** Mr. Formica noted that the one-year warranty period for the pump station and force main expired on 8/16/25. All of the warranty work identified during the warranty period has been addressed.
 - b. Change Order.** Mr. Formica indicated that there is no Change Order for review this month. There remains one pending change order item that has not been resolved. AECOM has sent several emails to resolve this item that M&O has not responded to, that would allow a change order to be completed.

- c. **Record Drawings.** Mr. Formica reported that AECOM is in the process of completing the record drawings for the contract and anticipate submitting them to the WPCA in September.

2. South Street WWTF Upgrade Construction

- a. **Construction Update.** Mr. Formica reported that construction has continued this month including the following items.
- AECOM was pleased to report that Spectraserv was able to provide a modem that was compatible with the cellular SIM card that was provided to them last September and as such the WIN 911 alarm texting functionality has been addressed and is operating as intended.
 - It was noted that there is one outstanding work item to be completed which is the balancing and field testing of the laboratory hood and associated roof top exhaust fan to allow the system to meet code. The testing submittal that was finally provided at the end of July indicated that the system did not meet code and it was discovered that Spectraserv had failed to provide the contract required volume damper to balance the fan and hood. AECOM had a call with Spectraserv and their subs on Tuesday this week to discuss their approach to resolve the issue. We discussed some options to resolve their issue and they are to provide their proposed solution in writing, which remains outstanding, for review.
 - Spectraserv continues to investigate, address, or provide updates on the status of the warranty items identified including:
 - Replacement of the FST Torque Modules. The second unit that was removed from FST No. 1 was sent to the factory to replace the torque module. The gear reducer was noted to need refurbishment and is being addressed at the same time the torque module is being addressed. Spectraserv indicated that they would be providing a status update and a return date shortly.
 - Influent PS No. 2 hatch door. We are waiting on Spectraserv's and the manufacturer's response.
 - It was reported that the paving warranty, the replacement pressure gauge for the plant water skid, and the issues with a couple filter valve actuators have been addressed.
- b. **Pay Estimate.** There is no payment estimate to review this month.
- c. **Schedule.** Mr. Formica indicated that as noted previously Spectraserv is to propose a solution to the lab hood and exhaust fan balancing for review. Once the approach is accepted, they can schedule the work.
- d. **Change Orders.** There is no change order to review this month
- e. **Fiscal Sustainability Plan.** Mr. Formica indicated that, last month AECOM provided the WPCA with the DEEP required draft Fiscal Sustainability Plan which is required as a condition of the CWF Grant/Loan and is intended to provide guidance to the WPCA to provide fiscal planning to support the maintenance and replacement of the assets provided under the South Street WWTF and Route 7 projects going forward. Mr.

Formica reminded the WPCA that AECOM is looking for WPCA questions, comments or edits before AECOM submits the draft plan to the DEEP.

- f. **Wetlands Enhancement Plan Proposals.** AECOM passed along proposals from New England Landscape and Management, Inc. to address the wetlands planting and enhancement plan required as part of the South Street WWTF Upgrade project's Adopted Resolution of Approval for the IWB Summary Ruling. The proposals were developed based on a plan approved by the Inlands Wetlands Agent Andy Hall on 6/23/22. There were two proposals: An herbicide application proposal; and a plant removal and replanting proposal

The herbicide application proposal is \$3,483 assuming no more than a 20% of herbicide reapplication is needed upon inspection (about a month after the 1st application). The planting proposal has a range of \$24,324 to \$29,854. The landscaper has indicated that the range is due to the unknown root depth that will need to be removed and subsequently filled.

The sum of the two proposals results in range of \$27,807 to \$33,337 (provided that 20% or less of the area requires a second application of herbicide). As a comparison, Spectraserv's previous proposal for the work, provide in April 2024, was \$34,000 and did not include the herbicide application or the disposal of the removed vegetation.

Mr. Formica noted that New England Landscape and Management indicated that the preferred and likely most successful window to perform the 1st herbicide application is before the middle of September. AECOM recommended that the WPCA proceed with the proposals provided.

Motion to approve New England Landscape & Management, Inc. Wetlands proposals for herbicide application and invasive species removal by Ms. Kozlark, seconded by Ms. Ketchum, passing 3-1, Mr. Zawacki voted against the work.

- g. **Telephone Data Service Providers.** Mr. Formica advised the WPCA that Andrew Neblett reached out to the WPCA about changing the telephone data service provider at the WWTF from Comcast to Frontier to save money and to improve the performance of the system through the use of a fiber optic connection and the WPCA asked our opinion on the change. Mr. Formica noted that it took quite a bit of effort to get the different systems that are connected to Comcast (telephone/data (internet), fire alarms, and Win 911 alarms) configured and functioning as intended. In addition, there are likely other components that might be needed to switch to fiber as the current Comcast connection from the pole on the street to the Control Building is a coaxial cable. Ms. Ketchum indicated that she would expect Frontier to provide this service. Mr. Formica noted that it is not clear who would provide the needed configuration updates for the systems downstream of the Comcast equipment to these systems (Frontier, Ridgefield IT , or other). Obviously, down time of any of these systems is a concern if the configuration change takes a while or doesn't go as planned.

It was also noted that the WWTF is not a particularly heavy data user to the outside (SCADA network is internal) so it is not clear how much speed is an issue. We noted in

correspondence with Diana and Ryan that we would bring this up for discussion tonight as we are looking for direction from the WPCA on how we should respond to Mr. Neblett. Mr. Formica indicated that they would look into the configuration issue downstream if the Comcast element and advise and potentially have a call with Mr. Neblett.

3. Quail Ridge PS Relocation

Mr. Formica discussed that AECOM continued efforts on the design this month as follows:

- a. **Inland Wetlands Board Approval.** AECOM attended a 2nd Zoom meeting with the Inland Wetlands Board (IWB) last month after our WPCA meeting to review the project. They approved the project application without any special conditions but did request the following:
 - i. That the tree species at the pump station site be changed from white pines to white spruces.
 - ii. That the WPCA provide for oversight of the construction along the cross-country route to ensure that any stockpiled materials are located in upland portions of the work area.
- b. **Easement Drawings.** The sewer easement drawings are being updated with the removed walking path and driveway revisions previously requested by the IWB.
- c. **Endangered Species.** A recent federal permit issue that has been discovered as part of the project's permitting with the Army Corps of Engineer's is the potential of an endangered species in the project area along the project location specifically the bog turtle. AECOM had initially believed that the project could be approved via a self-verification (SV) for the Army Corps of Engineers (ACOE) application process but with the potential of the endangered species there is now the potential that a more significant effort to submit a Pre-Construction Notification (PCN) may be required as well as a 401 Water Quality Certification and review of the project by the US Fish and Wildlife service (thru the Army Corps) on a determination on the bog turtle impacts and potentially some additional construction requirements and or constraints. If the latter is required, this will be a more significant effort, and the permitting time could be extended several additional months (3-4).

AECOM has been corresponding with the Army Corps and had a meeting this week with the hopes that they can make a "not likely to affect" determination of the project on the bog turtle and reduce the effort. The Army Corps have requested several following up activities to make the assessment including a field verification of the wetlands delineation that was previously done, a field assessment in and around the project work for an assessment if the habitat is favorable to the bog turtle and assessment of the quantity of trees removal in the wetlands. We are looking to have these field activities performed as soon as possible and provide the Army Corps with the information needed as soon as possible with the hope of a favorable evaluation. We will keep the WPCA informed of the status.

- d. **Planning and Zoning.** Portions of the Planning and Zoning permit documentation are advancing but have been advised by P&Z not to submit the P&Z application until the wetland review is complete so any changes can be incorporated into revised plans. With the IWB approval this can advance. One other item to be addressed is to confirm that all other federal, state and local permits have been approved. With the issue above related to endangered species and other potential permits we have yet to submit the P&Z application but will determine/request if the P&Z permit application can be submitted with this item outstanding.
- e. **Budget.** Mr. Formica noted that AECOM continues to track the project budget closely in light of the multiple meetings and design iterations in reaction to the request of the AAC and the IWB. Based on our expenditures to date and the need for additional permitting efforts and potential contract document modifications that may result from these efforts, we do not believe that there is sufficient funding to complete the project design and permitting. We are currently unable to project the additional funding needed to complete the project until we understand the work required as it relates to completing the permitting as it relates to the bog turtle and planning and zoning as well as the potential contract document changes that may result from these permits. AECOM's plans to continue to advance the permitting efforts with the limited budget remaining and we expect to exceed the approved project budget and hold the billing on those services until such time that we can assess the budget needs and provide the WPCA with a contract amendment.

5) Veolia Report

Mr. Richmon reported /indicated the following:

- a. The Facility is performing well and meeting the permit. Nitrogen levels are at an all time low for effluent loading and we are expected to see an even lower Nitrogen bill than last year and perhaps a credit.
- b. Phosphorus effluent loading is also under the seasonal loading limit
- c. Veolia replaced the domestic water manifold instead of using a quote from a contractor and saved the WPCA \$3,000.
- d. The Service Boom Truck hydraulic line was also repaired in house and also saved an estimated \$1,500.
- e. A power outage at the Route 7 Pump Station tested the station's emergency power and everything worked perfectly.

Ms. Patrice Gillespie exited meeting before Executive Session at 7:48 p.m.

6) Executive Session

- a) **A motion to go into an Executive Session at 7:48 p.m. regarding possible litigation, inviting Mr. Formica, Mr. Richmond and Ms. Van Ness was made by Mr. Zawacki, seconded by Ms. Ketchum, passing 4-0.**
- b) **A motion to go out of Executive Session was made by Ms. Kozlark, seconded by Mr. Zawacki, passing 4-0. There were no votes or motions during the Executive Session. The WPCA returned to public at 8:04 p.m.**

7) Adjournment

Motion to adjourn the meeting at 8:08 p.m. by Ms. Kozlark seconded by Mr. Zawacki passing 4-0.

Submitted by Diana Van Ness