

# **BOARD OF WATER COMMISSIONERS REGULAR MEETING ON MARCH 20, 2018**

**ATTENDANCE:** Chairwoman Elizabeth Phelan  
Commissioner Robert A. Badal  
Commissioner Jim Brown  
Commissioner Ron Suarez  
Commissioner Kathy Ferrier  
Council Liaison Mary Fortier  
Robert Longo, Superintendent

**Also in Attendance:** Michael Lynch, Assistant Superintendent  
Joseph Pagliaruli, Assistant Superintendent  
Joyce DeFelippi, Office Manager

Chairwoman Phelan called the meeting to order at 6:30 pm.

**1) PLEDGE OF ALLEGIANCE**

**2) MOMENT OF SILENCE**

Commissioner Brown noted the month of March is dedicated to the women in service. He dedicated a moment of silence to all the women serving our country and hopes for their safe return.

**3) APPROVAL OF THE MINUTES OF THE FEBRUARY 20, 2018 REGULAR MEETING OF THE BOARD OF WATER COMMISSIONERS**

Motion made by Commissioner Badal to approve the February 16, 2018 regular meeting minutes as presented.

Motion seconded by Commissioner Suarez.

Commissioner Brown abstains. Motion carried.

**4) APPROVAL OF THE MINUTES OF THE MARCH 06, 2018 SPECIAL MEETING OF THE BOARD OF WATER COMMISSIONERS**

Motion made by Commissioner Suarez to approve the March 6, 2018 special meeting minutes as presented.

Motion seconded by Commissioner Badal.

Commissioner Ferrier abstains. Motion carried.

**5) APPROVAL OF THE DEPARTMENT REPORTS FOR THE MONTH OF FEBRUARY 2018**

Motion made by Commissioner Suarez to approve the Department Reports for the month February 2018.

Motion seconded by Commissioner Ferrier.

Motion carried.

**6) PUBLIC PARTICIPATION**

None

**7) CUSTOMER COMPLAINTS**

1) Lori Tabacco for Geraldine Trillo, 24 Knox Pl. - Superintendent Longo explained why Mrs. Tabacco, POA for Geraldine Trillo, asking a penalty to be waived. The penalty was incurred for a returned check. Mrs. Tabacco did not file the proper documents with Webster Bank showing her as POA for Mrs. Trillo account and so the bank would not honor check. A discussion ensued; the Board felt no recourse should be given because of the Department incurred a cost from our bank, which was not waived.

Motion made by Commissioner Badal that no recourse be given for Geraldine Trillo, 24 Knox Place.

Motion seconded by Commissioner Brown.

Motion carried.

**8) COMMITTEE REPORTS:**

**A) Investments Committee:** Commissioner Badal gave a brief overview of the Department's investments.

**B) Cell Tower Committee:** Superintendent Longo informed the Board that AT&T would like to add additional equipment on the Chapel Street Tank and that they will be sending a proposal. Superintendent Longo stated once he has more information he will bring the proposal to the Cell Tower Committee.

**C) Level A Mapping:** Nothing to report

**9) BUDGET – FISCAL YEAR 2018-2019 APPROVAL**

Superintendent Longo noted the budget presented was a little different than the one presented at the budget workshop. He stated that changes in Capital Outlay were made. For the (4) New Filter Media & Surface Wash which was originally budgeted for \$880,000.00, the Department was able to reduce the original budget, since there was still \$220,000.00 in the 2017/2018 budget for the project which would reduce the proposed amount to \$670,000.00. In making this change, it would reduce the budget by \$210,000.00. Also under Capital Outlay, Meter Shop Section, one of the 6" Protectus meters was removed at \$18,000.00 and in the Water Treatment Plant Section, one of the pumps was removed

which saved \$22,000.00.

Superintendent Longo noted the \$1.4 million for the flocculators was also removed from the budget. He stated that he was given the impression this could be funded by the Department's investments by the Board in past meetings. Superintendent Longo stated he has confirmed, with the Department's Accountant Tim Smith that since the project was funded outside of the budget by the Department's investments it did not need to appear in the budget.

Superintendent Longo then explained by taking the \$670,000.000 out from the Capital Outlay and the \$80,000.00 proposed Assessment from DPH, the budget shows an increase of only \$103,000.00 from last year's budget. He stated with all the changes made that he felt very confident the Department could work within these numbers. A brief discussion ensued and it was recommended to accept the budget as presented.

Motion made by Commissioner Suarez to approve the Budget for Fiscal Year 2018-2019 as presented.  
Motion seconded by Commissioner Badal.  
Motion carried.

Superintendent Longo noted he will be presenting the budget to the Board of Finance on Thursday, March 29, 2018, 6 PM at City Hall.

Superintendent Longo informed the Board with the increase in the budget; there could potentially be an increase in water rates. This matter will be discussed at the next board meeting.

#### **10) ACTIVITY REPORT – WESTON & SAMPSON ENGINEERING**

Superintendent Longo gave a summary of Weston & Sampson Engineering activity report; highlighting on the Water Treatment Plant Improvement and GIS mapping. (Attachment A).

#### **11) ACTIVITY REPORT – TIGHE & BOND**

Superintendent Longo gave a summary on Tighe & Bond's activity report (Attachment B).

#### **12) IMMANUEL LUTERAN CHURCH & SCHOOL – EASTER SONRISE SERVICE SUNDAY APRIL 1, 2018.**

Chairwoman Phelan stated the Department received a request from Immanuel Lutheran Church & School to hold their Son-Rise service on Hill Street.

Motion made by Commissioner Brown to approve Immanuel Lutheran Church & School request to use the Department's property on Hill Street for their SonRise service on Sunday, April 1, 2018.

Motion seconded by Commissioner Suarez.

Superintendent Longo noted that the Department has received the insurance certificate.

Motion carried.

### **13) CHAIRWOMAN'S REPORT**

Chairwoman Phelan complimented on CTAWWA conference that she and fellow commissioners attended.

Michael Lynch, Assistant Superintendent reported that the Construction Department is getting ready for spring work. He invited the Commissioners to see how an insertion valve is installed which was being scheduled on Route 6 in a few weeks.

Joseph Pagliaruli, Assistant Superintendent reported the Meter Shop is still working on meter changes and cross connection inspections.

Office Manager Joyce DeFelippi reported the office staff is getting use to the new phones and some are using wireless headsets.

Councilwoman Fortier informed the Board that in the ten-year capital budget the City is planning on installing citywide Wi-Fi. A discussion ensued as to how this could be beneficial to the Water Department.

### **14) SUPERINTENDENT'S REPORT**

Superintendent Longo informed the Board that he will be meeting with the Mayor Zoppo-Sassu and Pequabuck Golf Club to discuss a geese problem on the land they lease from the Department. A discussion ensued to the methods used to remove the geese. Superintendent Longo stated the geese have not caused a water quality issue at this time, but that could always change. It was noted that it was not the Department's responsibility to remove the geese at this time.

Superintendent Longo informed the Board that he and Chairwoman Phelan attended the Charter Revision meeting held on Tuesday, March 19, 2018. He stated the Charter Revision Commission is thinking of moving the operations of the Sewer Department to the Bristol Water Department. A lengthy discussion ensued to concerns of cost, potential job losses and what would be in the best interest of the City's residents. Superintendent Longo stated that he informed the Charter Revision Commission that he was confident the Water Department could absolutely handle taking over the Sewer Department operations, but that there are still a lot of unknown factors that needed to be researched. It was noted during the Charter Revision meeting whether this change needs to be made by Charter Revision or by changing an Ordinance. Superintendent Longo noted he will be attending the April meeting.

### **15) OLD BUSINESS**

None

### **16) NEW BUSINESS**

Commissioner Badal stated he received an invitation from Mary Ridgworth, President of the Pequabuck Watershed Association inviting Commissioners to attend their next meeting. He noted that he will send out an email with the information to the Board.

**17) COVANTA BRISTOL PERMIT MODIFICATION REQUEST: SPECIAL WASTE**

Superintendent Longo handed out a presentation package from Covanta sent to the City of Bristol on regulated medical waste (Attachment C). The mayor has requested the Board review the package, consider accepting it and then to place it on file if accepted. After a short discussion, Superintendent Longo recommended the Board to accept and place on file the report.

Motion made by Commissioner Suarez to accept and place on file the Covanta CES Healthcare Solutions – Regulated Medical Waste Presentation to the City of Bristol, CT March 2018.

Motion seconded by Commissioner Brown.

Motion carried.

**18) ADJOURNMENT**

Motion made by Commissioner Brown to adjourn the meeting at 8:07 PM.

Motion seconded by Commissioner Suarez.

Motion carried.

Attested By,

A handwritten signature in black ink, appearing to read 'Ron Suarez', is written over the printed name and title.

Ron Suarez  
Secretary

WESTON & SAMPSON ACTIVITY REPORT  
CITY OF BRISTOL WATER DEPARTMENT  
For the meeting on March 20, 2018

**On-Call Engineering Services (2070524):**

1. As part of the On-Call Engineering Services, Weston & Sampson is currently working on the following tasks:
  - a. *GIS*: Submitted GIS files and water distribution system mapping to the fire department and the Superintendent last period. Anticipate locating / surveying by GPS unburied valve box covers. Awaiting direction from BWD.
  - b. *Water Supply Plan Update*: No activity this period.
  - c. *Energy Audit*: No activity this period. Compiled project costs and re-initiated application process. BWD compiling drawings for Peck Lane PS for review and incorporation into the study.
  - d. *State Project 17-183 – Route 69*: No activity this period.
  - e. *State Project - Route 6*: No activity this period. Empire Paving Co. is performing the work for the DOT.
  - f. *4 Log Inactivation Calculations*: No activity this period. Submitted Technical Memorandum dated January 25, 2017 discussing additional volume requirements at the well fields.
  - g. Final Emergency Action Plans for all 6 Class C dams were completed and submitted to CTDEEP on August 9, 2017. Awaiting approval from the DEEP
  - h. *Marsh Road Pumping Station Demolition*: On-Hold.
  - i. *Water Treatment Plant Improvements (2170821)*: Prepared Preliminary Engineer Report, to evaluate and develop preliminary concepts to implement filtration improvements at the plant. Delivering draft report to the BWD on 12/14/2017. Received and incorporated comments from the BWD and issues final report. Submitted proposal to implement design improvements.

# Monthly Progress Report

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**Client:** Bristol Water Department (BWD)

**Project:** DeWitt Drive Water Storage Tank Improvements

**Report No.:** 112

**Project Number:** B-0414

**Date:** 03/14/2018

**For Project Period:** 02/12/18-03/14/2018

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## Activities Performed to Date

### DeWitt Drive Storage Tank Project (B-0414-08)

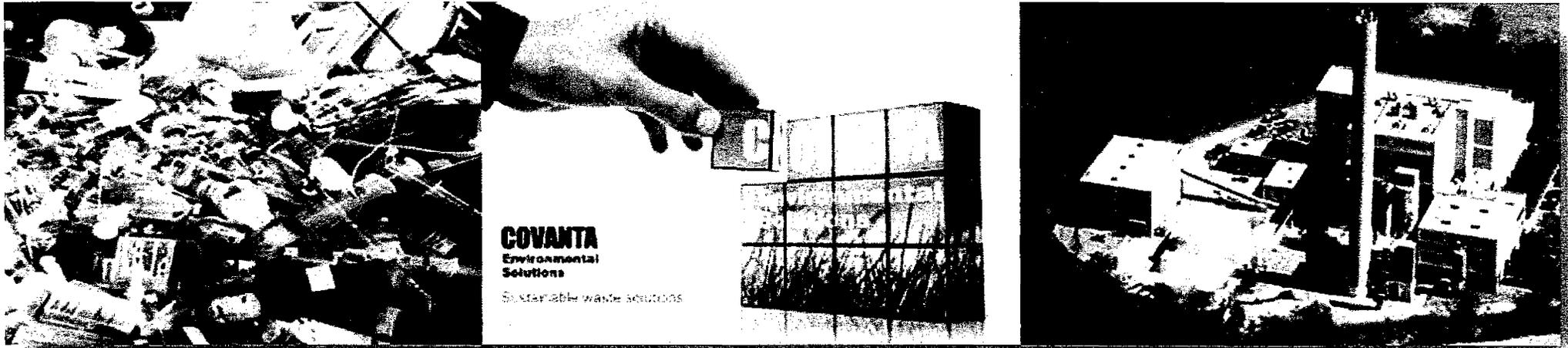
- Followed up with DN Tanks to confirm that DN Tanks would hold their bid price despite adjustments in the prevailing wage rates
- Submitted updated state and federal prevailing wage rates to DPH, as requested, for their files
- Requested updated DAS certificate from DN Tanks per request from DPH.

## Activities Planned for Next Period/Schedule

### DeWitt Drive Storage Tank Project (B-0414-08)

- BWD to obtain certified bonding resolution and legal opinion of land ownership for project.
- Submit finalized documents to the Bristol Land Use department for filing.

**COVANTA**  
Environmental  
Solutions



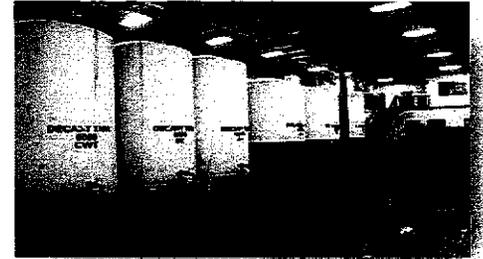
**CES Healthcare Solutions – Regulated Medical Waste  
Presentation to the City of Bristol, CT  
March 2018**

# Covanta Environmental Solutions (CES)

## 1. Sustainable Material Management – 1,800,000 tons managed

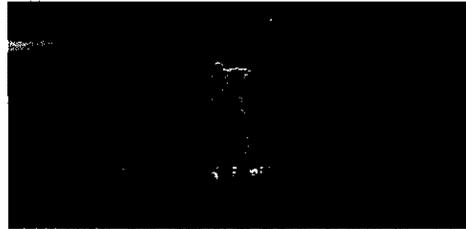
*Through our MPF and EFW Network we provide the following services:*

- Secure Destruction, Zero Waste to Landfill
- Liquid Treatment: Direct Injection, Beneficial Reuse, Evaporation
- Shredding, Solidifying, Warehousing, Composting
- Recycling/ Reuse: Unwrapp, Ewaste, Universal Waste, RCRA Haz



## 2. Field Services:

- Facility & Site Cleaning
- Rail Car & Tanker Cleaning
- Demolition and Remediation



## 3. Healthcare Solutions:

- Pharmaceutical Services: Pharmaceutical and DEA Controlled Substance Destruction
- Medical Waste Services: EfW for Regulated Medical Waste
- Medical Waste Services: EfW for Treated Medical Waste

# What is Regulated Medical Waste (RMW)?

- The Covanta RMW Program typically accepts the “must incinerate” components of the RMW stream that are not processed in a conventional autoclave, microwave, or alternative treatment facility. Conventional RMW is also acceptable in the program.
- “Must Incinerate” components comprise 8% to 15% of the entire RMW stream which includes the following materials:
  - Small pathological waste, anatomical waste, trace chemotherapy waste, certain infectious waste, some non-hazardous pharmaceuticals.
  - Does not include: human fetal tissue, large pathological waste, bulk chemotherapeutic waste, RCRA hazardous waste, and radioactive waste.
- Covanta customers are RMW service providers, not the actual healthcare facilities.
- RMW is picked up and transported by the RMW service provider and consolidated at RMW transfer facilities in the NE US.

# What Does RMW Look Like?

## SINGLE USE PACKAGING

- The RMW is packaged in approved, compliant, single use packaging:
  - 18" x 18" x 24" boxes (Majority shipped this way).
  - Small percentage of fiber drums.
- The RMW generator is identified on the box
- Boxes that are non conforming at the point of generation (e.g.: leaking, damaged, etc.) are not picked up by the service provider or are identified at the transfer station.



# Reusable RMW Container Configurations



# CES Medical Waste Program Mission and Pillars

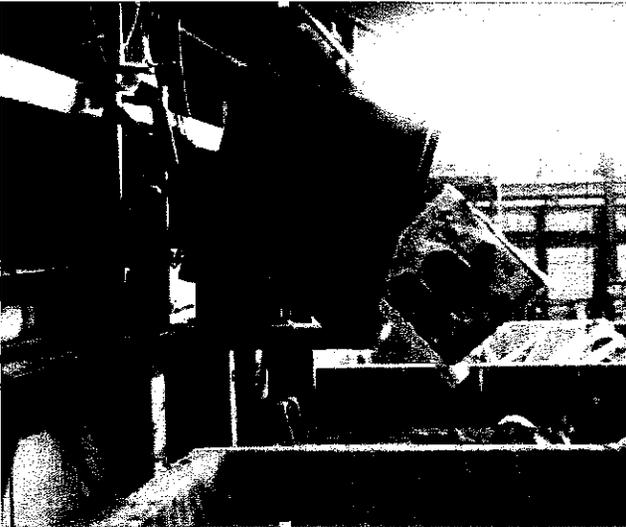
## CES Mission

Establish a new comprehensive Medical Waste (RMW and TMW) program with the highest standard in the industry for safety, compliance, liability management, reliability and sustainable outcomes associated with the medical waste stream.

## Pillars

| Reliability         | Compliance | Safety                       | Sustainability                                  | Service   |
|---------------------|------------|------------------------------|---|---|
| Consistent Capacity | No NOV's   | OSHA VPP<br>RMW SOP<br>QA/QC | Supply steam & energy<br>Adv. Pollution Control | Dedicated Appt<br>Reuse/single Tote<br>Trailer<br>Drop/Swap<br>Custom Reports |

# How Does Covanta Handle RMW?



- Covanta Marion and Covanta Huntsville have been processing RMW for over 2 decades.
- Overall less than 10% of permitted capacity is attributed to RMW processing.
- RMW generator is marked on the box
- Non-confirming boxes (e.g. leaking or damaged, etc.) are not picked up by the provider.
- Automated handling and feed systems utilized to efficiently handle and limit employee interaction with RMW
- Rigorous Covanta approval process.
- QA/QC teams inspect RMW, RMW Transfer Stations and healthcare generator sites.

# Automated Hopper Feed System (AHFS)

- Covanta Marion EfW Medical Waste Processing – first of its kind AHFS installed in late 2016



# Material Compliance Program

➤ **A robust QA/QC program has been established to minimize risk and ensure that all shipments of medical waste to Covanta EfW sites meet our strict specifications**

➤ **Components:**

- ❑ Completion of a Material Characterization Form
- ❑ Submission of Supplemental Requirements for RMW Approval
- ❑ Execution of an RMW Service Agreement which includes section 4.2.1 *“Covanta shall have the right to visit any upstream Customer facility that receives, processes, or aggregates Regulated Medical Waste to be delivered to the Facility”*
- ❑ Site Audits: initial consolidation site audit, semi-annual recertification audit and corrective action site audit for serious load discrepancies
- ❑ Ongoing load inspections and discrepancy reports
- ❑ Continuous Improvement: includes reporting to the customer the discrepancies by severity, working with customer to find root cause.

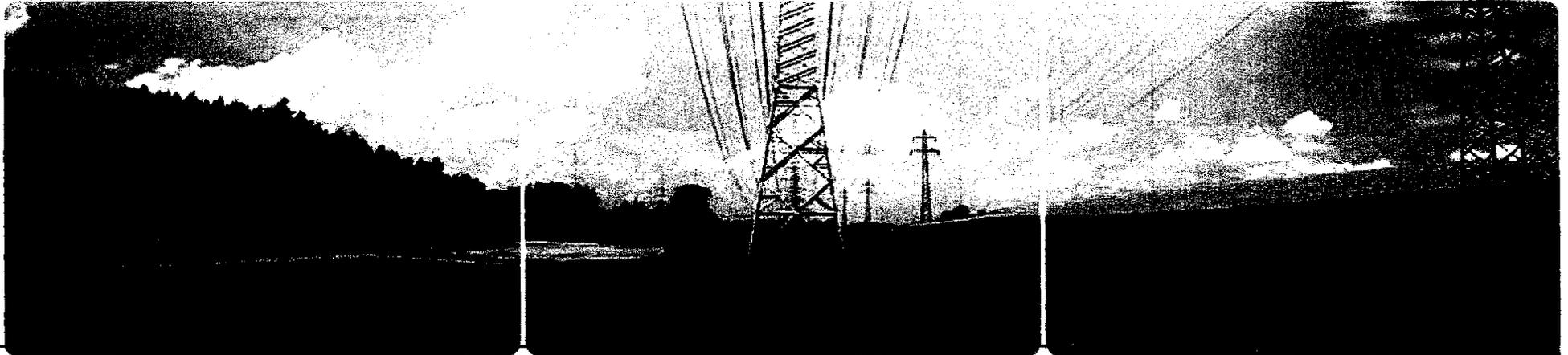
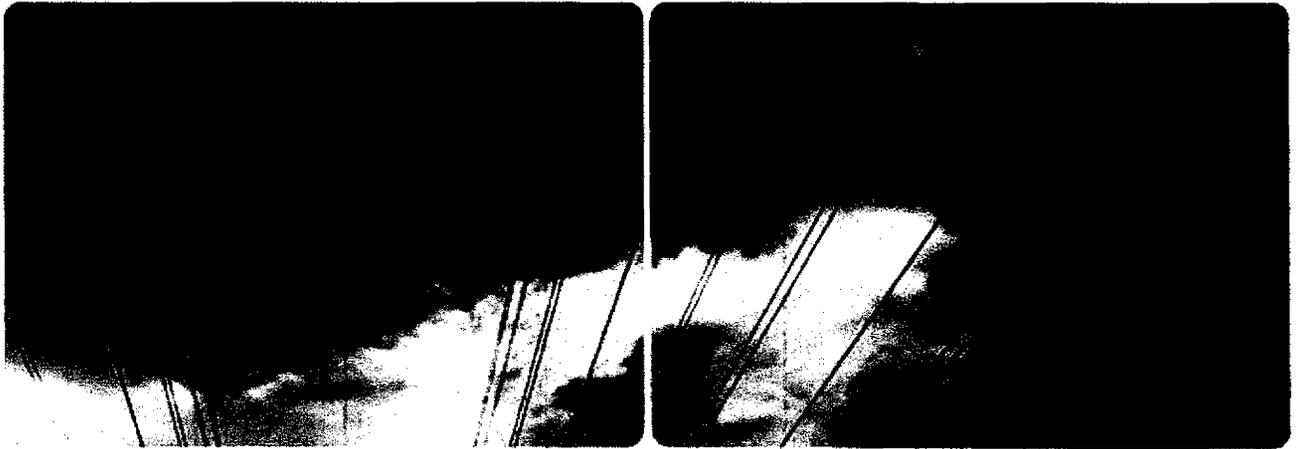
# New Regulated Medical Waste Program for CVA Bristol EfW

## Initial Next Steps:

- Support from City of Bristol for a new regulated medical waste program at Covanta Bristol EfW facility.
- Meetings with CT Department of Environmental Protection and other relevant regulators.
- Apply for permit modification at the CVA Bristol EfW facility to become a licensed “Biomedical Waste Treatment Facility” to process approx. 20,000 tons of RMW annually.

# COVANTA

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