

Cromwell Fire District

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FIRE DISTRICT OFFICE
WATER DIVISION

FIRE DEPARTMENT
FIRE MARSHAL'S OFFICE

BOARD OF COMMISSIONERS

Water Operations Committee

Tuesday, February 11, 2020

5:30 PM

1 West Street
Cromwell, CT

Present: Commissioners Charles Epstein (Chairman), Roger Rukowicz and Robert Donohue. Also attending were Executive Director Julius Neto, and Water Operations Manager Joseph Palmieri.

- I. Call to Order. The meeting was called to order at 5:30 PM, by Chairman Epstein.
- II. Approval of Agenda. A motion was made by Commissioner Rukowicz, seconded by Commissioner Donohue and unanimously approved to accept the agenda as submitted.
- III. Approval of Meeting Minutes of November 12, 2019. A motion was made by Commissioner Rukowicz, seconded by Commissioner Donohue and unanimously approved to accept the minutes of the November 12, 2019, Water Operations Committee meeting.
- IV. Public Comment. There were no public comments to report.
- V. Old Business. There was no Old Business to report.
- VI. New Business
 - A. Discussion and Decision on Hiring Water Department Part-Time Administrative Assistant. Mr. Palmieri reported that they interviewed Donna Baccuzzi about 2 ½ weeks ago. She had a very impressive resume. She has 30 ½ years of experience with the New Britain Water Dept., specifically billing and collections for water and sewer. She retired from the New Britain Water Department in 2011. She impressed Mr. Palmieri, and he is looking forward to working with her. He provided copies of her resume to the Committee members. She was very prepared for her interview. He has not had a chance to contact her references. She will have the routine background check and pre-employment process done. She is well versed with Water Department issues. Mr. Neto added that Ms. Baccuzzi is on the MERS plan, and will be limited to working 19 hrs./wk. She is employed right now, but does not want to continue working there.

Mr. Palmieri and Mr. Neto are trying to figure out where Ms. Baccuzzi will be located. They are looking at some options on the first floor of West St. There have been a few instances where the public has been found wandering the West Street firehouse looking

to pay their water bills among other things. One of the issues being discussed is keeping the public on the first floor. Most of the public that come to West St. are looking for the Water Dept. Locating the Water staff on the first floor will allow limited access to the rest of the building. The short term solution for Ms. Baccuzzi may be to locate her at the Water Garage temporarily. There was discussion regarding office space on the first floor. Ideas are still being discussed.

A motion was made by Commissioner Rukowicz, seconded by Commissioner Donohue and unanimously approved to hire Donna Baccuzzi as the part-time Administrative Assistant for the Water Department conditional upon a background check and other pre-employment checks.

- B. Update from Water Operations Manager. Mr. Palmieri began by discussing EP, Environmental Partners, and Chuck Adelsberger who is one of the engineers for Environmental Partners. In the past Mr. Adelsberger worked for CDM, Camp, Dresser & McGee, a company Cromwell used to use a lot in the past. They did all the engineering and design for the last 25-30 years for water main improvements for Wells 1, 2 and 3. They designed the storage tank as well. A different company did work on Well 4 because they were the low bid. The company was Tighe & Bond. Mr. Palmieri is interested in using the services of Mr. Adelsberger again because the District was always completely satisfied with his work. They had a good working relationship with Mr. Adelsberger. In comparing his work with that of Tighe & Bond, Mr. Palmieri stated that Tighe & Bond might have been the low bid, but using Tighe & Bond, the project continued to have change orders. With Mr. Adelsberger the work was always completed as planned, no change orders. Mr. Palmieri met with him last week to discuss a couple of future projects and got his input on some of the plans.

The water supply plan is outdated, and Cromwell is also due to have a new distribution study done. The latest water supply plan was done in 2007. Mr. Palmieri could not find a notification from the State regarding when the next plan is due. However, Mr. Palmieri knows that Cromwell needs to have one done. The Dept. of Health knows that Cromwell is working on it, but it should have been done in 2011. Mr. Palmieri reported that the Water Department does have the funding for the study. The cost is approximately \$50,000. The study is a distribution system which will include the tank with a new hydraulic model. They evaluate supply and demand, date of collection and review and an assessment of the entire water system. One of the purposes of the study is to evaluate capacity. It has been a long time since a full analysis has been done. The Town has definitely been growing. Mr. Palmieri would like to start the project as soon as possible because the money is there, and it would satisfy the Department of Public Health.

A motion was made by Commissioner Rukowicz, seconded by Commissioner Donohue and unanimously approved to table this item for 30 days until bids are received from the vendors Mr. Palmieri has contacted.

Mr. Palmieri gave an update on the heaters. He ordered a heater for working in the trench. He also ordered a second pop-up tent with sides. They will be delivered tomorrow. The cost of both the tent and the heater was \$585.96. He also got insulated, steel-toed muck boots for the crew. He added the crew is all set with warm coats, etc. for the weather-related work outside. He needs to outfit his newest employee. New high-visibility rain gear was also purchased. Mr. Palmieri also discussed the mud-suckers. The Water Division has two mud-suckers that run well. He would like to purchase a

motor for one of them that is quite old. He is looking at a 3 inch centrifugal for their additional pump. Hand tools are also stocked.

Chairman Epstein asked Mr. Palmieri if he believed there were things they should have to make water operations better and provide safety to our crew. On the budget worksheet for the capital budget he would like to purchase a generator/lighting tower. It would be for a trailer. He is hoping to replace Truck 3 this year. Mr. Palmieri would also like to get a price for an updated water supply plan. The Water Division would need an engineering firm to prepare it. The original water supply plan was done in 2000. An update was done in 2007. Mr. Palmieri would like to use Environmental Partners for the next update as well, working with Mr. Adelsberger. The cost would be approximately \$60,000. The cost would be all for engineering services. An updated water supply plan is a mandate from the State. The Executive Director suggested the same process that was done for the distribution study. Mr. Palmieri reported that Cromwell is on the radar in terms of the emergency response plans being so far out of date. There is a lot of information in there that needs to be updated. That is part of the Water Supply Plan. It all gets submitted to DPH all together. Mr. Palmieri also received some old files from Mr. Adelsberger when he worked for CDM. Mr. Palmieri will be able to use important contact information from the old files.

Commissioner Rukowicz discussed a facebook post that a condominium resident posted regarding their water. There were some negative comments that Mr. Palmieri will address. It is unfortunate that people will put something on social media before calling the Water Department first. We need to educate the public to contact the Water Department when there is an issue. The Department cannot respond to every social media posting there is. It was noted that the issue in question was done by someone who lives in one of the condominium complexes. Their water mains are not flushed by the District. It was thought they were not flushed at all last year which can cause sediment to build up and can start to appear in the tap water.

Mr. Palmieri stated he recently purchased some "No Trespassing" signs for the Wells and Chemfeed, one for the Rocky Hill side coming in through the woods and the backside of Well 2 which faces south. He also got signs for Wells 1 through 4 which have never had any signs. They have never had numbers on the buildings. Joe will take some photos once all signs are installed.

A sanitary survey is coming up with the State. DPH does one every 3 years. They make sure everything is sanitary and screened so no animals, insects, bugs or rodents can get in there. They also check booster pump stations. They are scheduled to come March 4. Commissioner Donohue asked about the roof leak at the Water garage. That has not been addressed yet. Commissioner Donohue will try to take a look at it.

Mr. Palmieri is finalizing the 2019 Cross Connection Survey. The District works with Acqua Backflow from Newington on that every year. They manage it for the District. It is due back to the State Department of Health around the beginning of March. It will be ready to submit to the State in a couple of weeks.

Mr. Palmieri did not have any new information from MDC regarding connecting water with Cromwell. Mr. Palmieri plans on working with Mr. Russo from Prime AC on this issue. They are also due to have a leak detection survey done sometime this year. It is mandated by the State and could cost anywhere between \$15,000 and \$20,000. The

equipment Middletown brought to help with a water main break was brand new, high quality and could pinpoint a leak exactly within 10 minutes. Mr. Palmieri can purchase that equipment for the same price it would cost to hire someone to do a leak detection survey. If Cromwell had its own equipment, they could perform their own surveys every year instead of every 3 years.

- VII. Commissioners' Comments. Chairman Epstein had a question because he responded to a fire call the other day. Members on the fire apparatus had a hand-held phone, but they could not locate the fire hydrant that was indicated. It turned out they were on the wrong street to locate that hydrant.

Commissioner Colligan had comments regarding the discussion of a propane heater. He strongly recommends not getting one. He recommended an indirect oil fire heater. He explained propane makes CO, CO goes down in the ground. It will go into the hole where the water crew is and anywhere near that location and cause CO symptoms. An indirect system that is operated by diesel fuel or kerosene takes the CO away from the area. The hose would go in the pit for better heat or in the tent and have all fumes going outside away from people. Regarding a light tower, there should be an 8 to 10 KW generator on board because 1,000 to 2,000 KW is needed for the lights. If an LED is used, a higher powered generator will not be able to work. If the Water Department is going to make the investment, the investment should be made so that it can be used for more than just lighting. Commissioner Colligan stated that he sells them with a 6 or an 8 KW. He recommends getting the 10 KW so that lights will be operational and at least a one horse power sump pump. Commissioner Colligan offered to give Mr. Palmieri some guidance when he is ready to purchase something.

- VIII. Adjournment. There being no further business, a motion was made by Commissioner Rukowicz, seconded by Commissioner Donohue and unanimously approved to adjourn the meeting at 6:35 PM.

Respectfully submitted,



Charles R. Epstein, Chairman

Nancy Deegan
Recording Secretary
2-25-20