



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

**WPCA Meeting Via ZOOM  
December 18, 2025 7:00 p.m.  
66 Prospect Street  
Ridgefield, Connecticut 06877**

WPCA: Amy Siebert, Gary Zawacki, Corinne Ketchum, Maureen Kozlark  
Absent: Russell Fink  
AECOM: Matt Formica, Jon Pearson  
Veolia: Ryan Richmond, Ed Steeprock, Roger Bates

**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 7:02 p.m.**

**1) Approval of Minutes.** Ms. Kozlark made a motion to approve the November 20, 2025 , with correction misspelled Ms. Corinne Ketchum's name, seconded by Ms. Ketchum, passing 4-0.

**2) New Business.**

**3) Old Business**

- a) No activity regarding Dr. Richard Lipton and the potential sewer usage for 901 Ethan Allen Highway.
- b) Discussed Theresa Ancona's request to meet to discuss sewer project.

**4) AECOM Report**

**1. Route 7 PS, FM, and WWTF Decommissioning**

- a) **Construction Close Out.** Mr. Formica noted that a mediation session between M&O and the WPCA was held on 12/3/25 in Hartford. There was no agreement reached during the mediation. M&O subsequently followed up with a formal lawsuit filing on 12/10/25.

## 2. South Street WWTF Upgrade

- a. **Construction Close Out.** Mr. Formica reported that with the final completion of the project on 9/20/25 there has been correspondence between Town's attorney as well as Spectraserv's attorney to resolve the project.
- b. **Operation and Maintenance Manual.** Mr. Formica noted that AECOM submitted the final copy of the South Street WWTF O&M manual to the WPCA, Veolia, and the DEEP, this week closing out this contractual item.
- c. **Fiscal Sustainability Plan.** Mr. Formica noted that AECOM had provided the WPCA with the DEEP required draft Fiscal Sustainability Plan. This plan 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. Mr. Formica indicated that AECOM is looking for WPCA questions, comments, or edits before AECOM submits the draft plan to the DEEP.
- d. **South Street WWTF NPDES Permit Renewal.** Mr. Formica indicated as a follow up to last month's discussion related to the South St WWTF NPDES Permit renewal application, AECOM at the WPCA's request, has provided a draft Master Service Agreement or MSA for the WPCA's review. This MSA would allow the WPCA to request Task Orders from AECOM as desired, such as the development of the South Street WWTF permit renewal application. The MSA would serve as a single agreement that would govern the contractual requirements of each and any requested task order. As task orders are requested, AECOM would develop a scope and fee for the work requested for WPCA review and approval. Upon approval each task order would roll up under the MSA terms. Ms. Siebert indicated that the draft was under review by the Town's attorney.
- e. **AECOM Budget Amendment.** Mr. Formica reminded the WPCA that AECOM's last contract amendment for engineering services for the Wastewater Facilities Upgrade project was approved by the WPCA in January 2025 and included a budget adjustment to provide services through the projected construction completion for both contracts at that time which was January 2025 for the Route 7 project and February 2025 for the South Street project. The final completion date for Route 7 was April 4, 2025 and the final completion of the South Street project was September 20, 2025. It was noted that since the last Amendment, AECOM has continued, and will continue, to support any negotiations and resolution discussions to close out the two projects. This has included efforts on the Route 7 project to support the WPCA in negotiations to help bring the Route 7 project to resolution with M&O since January 2025.

AECOM reviewed the project budget status in light of the extended construction durations and the efforts for the contract resolutions; and have submitted a summary letter and draft contract amendment for these services which were provided to the WPCA for review in advance of this meeting. The letter outlines the current budget status and provides details of the basis for the projected costs.

AECOM estimated that the additional engineering cost for the extended construction period and project resolution is \$113,781 for the South Street project and \$96,690 for the Route 7 Project. It was noted that the draft amendment includes a \$50,000 allowance to further provide services to support any negotiations and resolution discussions to close out for the South Street project and a \$10,000 allowance for the same services for the Route 7 project. The total of these two budget increases is \$210,471.

AECOM noted that they understand the financial impact that the extended construction period and the associated engineering cost has on the WPCA and the town. In light of this, and the long-term working relationship with the WPCA, in preparing their Amendment request, AECOM has elected similar to previous amendments to request this Amendment for costs only and no fee. This is to share the financial stress the additional costs. AECOM noted that this has reduced the requested budget increase for Amendment No.6 by about \$21K. The total fee waived for Amendments No. 2 thru 6 is approximately \$270K.

**Motion to approve Wastewater Facilities Upgrade, Engineering During Construction Proposed Amendment No. 6 subject to DEEP approval by Ms. Kozlark, seconded by Ms. Ketchum, passing 4-0.**

### **3. Quail Ridge PS Relocation**

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

- a. **Endangered Species.** Mr. Formica noted that the Army Corp of Engineers (ACOE) has authorized the self-verification document that was submitted last month, effectively not adding any additional construction/permitting conditions to the project related to the Bog Turtle and confirming that the DEEP's conditions were acceptable. As you may remember, the CT DEEP imposed several construction constraints on the project for the Eastern Box Turtle and the Wood Turtle as discussed in the last few months. With that AECOM can incorporate these requirements into the contract for bidding purposes.
- b. **Planning and Zoning.** Mr. Formica reported that after submission of the permit application in October, AECOM heard yesterday that the Planning and Zoning Commission have put the project on their meeting schedule. The schedule includes a project site walk on Sunday January 11, 2026 and a public hearing on January 13, 2026.
- c. **Easements.** Mr. Formica indicated that as discussed last month AECOM received the final project easement plans and draft legal descriptions from the license surveyor. We recently reached out to the Planning and Zoning department on behalf of the WPCA to see who in the Town should be provided with easement documents. They indicated that they only require the final easements and were not able to provide further direction. AECOM's recollection was that Charlie Fisher had handled many of the easement discussion with the impacted property owners in the past. With that AECOM would like to confirm if the WPCA would like to reach out to the property owners to have meetings to discuss the project and easement requests, or if you would like AECOM to do so on the WPCA's behalf. The WPCA indicated that they would look into it and advise.

- d. **Budget.** Mr. Formica noted that AECOM has exceeded the authorized project budget due to the more significant and extended permitting efforts. AECOM will continue to track the budget, advance the permitting efforts, and will hold the billing on those services until such time that we can assess the budget needs and provide the WPCA with a contract amendment. With the acceptance of the Self Verification by the ACOE and pending Planning and Zoning Public Hearing, AECOM indicated that they will have a better understanding of the project's final permitting needs and easement efforts and will be able to discuss a budget adjustment thereafter to complete the work.
- e. **Project Schedule** Mr. Formica indicated that there is still the unresolved question of when to bring the project forward for a public vote in light of the ongoing resolution efforts of the South St WWT and Route 7 projects and unknown permitting efforts. Mr. Formica noted that it was previously discussed that a communication campaign effort in advance of a public vote was prudent. This would allow for the project need and expected lack of a sewer rate impact on the voters to be communicated. AECOM is noting this as a placeholder to allow the WPCA to consider when you would like to start this effort.

## 5) Veolia Report

Mr. Richmond reported /indicated the following:

- a) At last night's meeting Mr. Richmond discussed Knapp Engineering's proposal for SCADA integrator service rates. They are a local company and suggested a pay as you go approach instead of an upfront lump sum like GCS proposed which was around \$10,000. GCS is located in Albany NY and a service call requires 4 hours of travel time and overtime charges.
- b) The facility met permit and was under the 30 lbs per day Nitrogen loading threshold. Both BOD and TSS are at an outstanding 99% removal rating.
  - i) Ferric Chloride system, pipework, and pumps were flushed for the off season.
  - ii) Ferric Chloride peristaltic pump heads changed
- c) UV light racks were removed from the effluent channels, cleaned, inspected and winterized. Final Effluent Channels 1 and 2 were power washed.
- d) All 4 Gas Heating Boilers were cleaned and maintenance performed by Grodsky Mechanical. 11/11/25 Veteran's Day Call Out to open Septage Building for Ridgefield Septic for the Highway Department Pump Station issue.

## 6) Executive Session

- a) **A motion to go into an Executive Session at 7:40 p.m. regarding possible litigation, inviting Mr. Formica, Mr. Pearson and Ms. Van Ness was made by Ms. Kozlark, seconded by Ms. Ketchum, passing 4-0.**
- b) **The WPCA returned to public at 7:40**

- 7) The WPCA inquired as to the status of the South Street WWTF Pump Station hatch doors. Mr. Formica noted that the hatch manufacturer recently provided a response to AECOM's direction to address the damaged hatch door leaf. Their response indicated that they are willing to provide more robust hatch doors that meet the contract requirements and split the cost of four doors with the WPCA. The cost of the doors is \$6,800, so half would be \$3,400.

**Motion to approve paying half the cost of \$6,800 to replace the hatch doors by Ms. Ketchum, seconded by Mr. Zawacki, passing 4-0.**

## **8) Adjournment**

**Motion to adjourn the meeting at 8:05 p.m. by Ms. Kozlark seconded by Ms. Ketchum passing 4-0.**

**Submitted by Diana Van Ness**