



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

**WPCA Zoom Meeting
April 23, 2026 7:00 p.m.
66 Prospect Street
Ridgefield, Connecticut 06877**

WPCA: Gary Zawacki, Corinne Ketchum, Maureen Kozlark, Amy Siebert
Absent: Russell Fink
AECOM: Matt Formica
Veolia: Ryan Richmond, Roger Bates
Guest: Nancy Tine, Roger Kavanaugh, John Hawkins, Connor Halloran,
Kat Keaton, John Wilson

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

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

- 1) Approved February 26, 2026 minutes by Ms. Ketchum, seconded by Ms. Kozlark, passing 4-0**
- 2) Approved March 27, 2026 minutes by Ms. Ketchum, seconded by Ms. Kozlark, passing 4-0**
- 3) Nickerson purchase order was approved by David McFate..**
- 4) New Business.**
 - a) NPDES Permit Renewal.** Ms. Siebert noted that the WPCA received an official DEEP notification that the South St WWTF NPDES Permit renewal application is due 7/4/26. AECOM at the WPCA's request, provided a draft Master Service Agreement or MSA for the WPCA's review. Comments on this MSA from the Town's attorney were returned to AECOM this week. AECOM's attorney is currently reviewing the comments. With the letter and the MSA review in progress AECOM will develop a scope and fee for development of the permit renewal application and plan to submit it to the WPCA next month for discussion at next month's WPCA meeting.
- 5) Old Business.**

a) Quail Ridge Pump Station Relocation

1. Planning and Zoning. Mr. Formica made the WPCA aware that the Planning and Zoning (P&Z) Public Hearing for the project's Special Permit was continued on both 3-10-26 and 3-24-26. He noted that the following were provided to P&Z by AECOM in response to the requests from the commission at the two hearings:

- a) A narrative to clarify what benefits the Town is receiving by allowing the use of the Town's property for the project's gravity sewer.
- b) A summary of the conditions the area associated with the cross-country gravity sewer from Prospect Woods to the new pump station be left in after this project is completed
- c) Clarification of where the landscaping plans and screening at the Pump Station could be located in the submitted files.
- d) A summary of the comments and responses from the Prospect Woods Condominium association providing specific contract language to address their concerns.

Mr. Formica reported that to address the P&Z Commission's request for an A-2 tree survey that AECOM was able to secure a proposal for the tree survey work and is in the process of getting this subcontractor under contract. Their proposal indicated that they could complete the work within four weeks. As such we have granted a five-week extension on the P&Z Public Hearing until 4/29 to get this completed.

Mr. Formica also noted that based on some communications with some of the Prospect Wood Home Owner's Association (HOA) members, it was discovered all of their addresses were not included in 350 certified letters that were sent out on January 29th for the 2/10 Special Permit Public Hearing. At this week's P&Z Public Hearing this was acknowledged. There was also acknowledgement that there have been multiple correspondences with the HOA since early to mid-January. With missing certified letters that and with the five-week extension of the Public Hearing, P&Z has allowed, at the suggestion of one of the HOA members, the Public Hearing to remain open if all of the homeowners and renters in Prospect Wood receive certified letters about the project. Nancy Tine the president of the HOA has provided AECOM with a contact list of all of the 72 owner and renters. We plan to send these letters out on behalf of the WPCA early next week. At the suggestion of Ms. Kolzark AECOM was directed to review the other addresses previously provided by P&Z department to make sure there are no other missing addresses.

Mr. Formica also noted that there was an email submitted to the WPCA and others by Mr. Herlet one on Prospect Woods property owners expressing several concerns with project communication, potential construction impacts and requesting a meeting with a smaller group of owners/renters that would be most directly impacted by the construction to address their concerns. There

has been an expression from the HOA to include a larger group. We plan to reach out to them an offer a couple of times to have a meeting to discuss the project. They have requested a 5:30 pm meeting.

2. **Other Easement Items.** Mr. Formica noted that AECOM has been pursuing the other two project easements we had reached out the Charter Group partners who put us in touch with the condo association president for 77 Sunset Lane to discuss the easement associated with their property. Their association president condo association did not see any major concerns with the easement request. They have sent the drawing and legal description to their attorney for review and comment if needed. We have reached out to them to assess the status. AECOM is also in the process of completion of the easement application documents required by the State of Connecticut for the easement in their property and will advise the WPCA on the status going forward.
3. **Amendment No. 2 Request.** Mr. Formica noted that since the early fall, with the previously addressed design changes requested from other Town agencies and the recent permitting and easement efforts, costs incurred to date on the project had exceeded the authorized project budget. While AECOM continued to work since that time, AECOM delayed submitting a budget adjustment as long as possible and until we had a better understanding or the permitting efforts to be completed. With the recent series of P&Z Public hearings as well as the easement outreach efforts and correspondence on the concerns from the Prospect Woods Homer Owners Association, we have a better understanding of the effort to complete the project. As such we have submitted a letter requesting and Contract Amendment which identifies the project status, the out of scope work complete to date, the out of scope work identified to date and yet to be completed, the current budget status and an estimated level of effort to complete the remaining tasks.

As indicated in the letter, to date an additional \$62,744 has been expended beyond the project budget established in Amendment No. 2 We have estimated the remaining efforts to complete the scope revision to be completed to secure the project easements, address the requests of the Planning and Zoning Commission to secure their permit and to prepare final contract documents for submittal to the Town and DEEP. The total estimated cost to complete the design, permitting and easement efforts is \$59,306. This results in Amendment No. 2 budget request of \$122,051. A formal Amendment No. 2 document has been provided for the WPCAs review, to revise the Scope of Services to include the additional work items and to revise the project budget to reflect the cost noted. We would be happy to answer any questions the amendment. If it is acceptable, we would ask that the WPCA undertake a motion and vote.

Motion to approve contract amendment as discussed for \$122,051 by Ms. Kozlark, seconded by Ms. Ketchum, passing 4-0.

4. **Project Schedule.** Mr. Formica reported that there is still the unresolved question of if and when the project is approved by P&Z and the easements have been obtained of when to bring the project forward for a public vote. We are noting this as a placeholder to allow the WPCA to consider when you would like to start this effort.

3) AECOM Report

1. Route 7 PS, FM, and WWTF Decommissioning

- a) **Construction Close Out.** Mr. Formica indicated that there was no update.

2. South Street WWTF Upgrade

- a. **Construction Close Out.**

Mr. Formica reported that the resolution to the outstanding Spectraserv warranty item, Influent Pump Station No. 2 hatch door replacement, has been progressing and we understand that the hatch doors are in or are about to go into production.

Mr. Formica reported that there is no update on the project resolution.

- b. **Fiscal Sustainability Plan.** Mr. Formica noted that AECOM had provided the WPCA with the DEEP required draft Fiscal Sustainability Plan for the project. Mr. Formica requested that the WPCA advise whether there are comments on the document so that AECOM can submit the draft plan to the DEEP.
- c. **Aeration Tank NO. 2 Concrete Repair.** Mr. Formica noted that CH Nickerson is beginning the process of mobilization planning and are eager to perform the work as soon as possible once they have a signed purchase order. We will provide Veolia with a schedule update once they are ready to begin the work.
- d. **Wetlands Enhancement.** Mr. Formica indicated, that with the warmer weather coming that in order to complete the wetland enhancement work required by the Inland Wetlands Board, New England Landscape and Management, Inc. needs to return to the site to complete the plant removals and replanting efforts after last summer and falls, herbicide application. AECOM plans to reach out to them in the near future to schedule the work.
- e. **PFAS General Permit.** Mr. Formica noted that DEEP has indicated their plan to have a new general permit for PFAS testing at NPDES permitted WWTFs. My Formica indicated that he would have more information to share at the next WPCA meeting.

4) Veolia Report

- Carroll Construction fixed a collection system leak that occurred at 20 Rowland Lane on 3/11 on 3/12.
- The manhole behind Home Goods (formerly Kohl's) was cleaned using the Jet Vac on 3/27.
- Preventative maintenance was completed on the Trojan UV System.
- New Haven Incinerator has been offline, causing our usual sludge disposal facility in Naugatuck to fill up. Consequently, our sludge has been sent to Passaic, New Jersey at extra cost. This is a regional issue affecting Connecticut, Massachusetts, and Rhode Island.
- A large amount of grit has settled in the Headworks distribution tank and we are formulating plans to remove it.

5) Adjournment

- a) Motion to adjourn the meeting at 8:23 p.m. by Ms. Ketchum seconded by Ms. Kozlark, passing 4-0.**

Submitted by Diana Van Ness