

BROOKFIELD WATER POLLUTION CONTROL AUTHORITY

Wednesday, September 30, 2020 7:00 p.m.

MINUTES

Call in Info:

Zoom: <https://us02web.zoom.us/j/84490907003>

Meeting ID: 844 9090 7003

One tap mobile: +16465588656, 84490907003# US (New York)

1. Convene Meeting

WPCA:

Chair N. Malwitz

G. Giacobone

L. Trojanowski-Marconi

J. Murray

L. Donovan

M. Brown

M. DelValle

Others:

R. Prinz, Maintenance Manager

T. Strid, Maintenance Crew Member

D. Will, Inspector

M. Allred, Accountant

J. Sienkiewicz, Attorney

C. Utschig, Langan Engineer

J. Siclari, Director

K. McPadden, Executive Administrator

A. Kennedy, Recording Secretary

2. Approval of Minutes – 8/26/20 - M. DelValle made a motion to approve the minutes from 8/26/2020. G. Giacobone seconded the motion and it carried unanimously.

3. Correspondence

- a. Letter from the State of CT-Chairman N. Malwitz discussed a letter received from the State of CT regarding State Revolving Funds Programs, which the WPCA has a loan outstanding for the Three Condo District.

4. Accountant Report

- a. Monthly Financials-M. Allred discussed the monthly financial report, including an update on the current audit.

5. New Business

- a. Ledgewood Condo Sewer Reserve Fund – K. McPadden explained that Ledgewood Condo had to replace a pump this year and submitted the receipt with their annual Permanent Maintenance Agreement paperwork. Because of this purchase, they do not have the amount they should have in their PMA account, but since the funds were used appropriately per the agreement, the Authority allowed them to not replenish the account to cover the cost of the pump.
- b. 48 Gray's Bridge Rd. – Request for Permit Extension - K. McPadden said this property was originally approved to connect in 2012 but they have not had the need to connect to sewer. She said every two years they apply for a permit extension. **L. Donovan made a motion to grant the extension for 48 Gray's Bridge Road-Request for Permit Extension as requested for another two years, but the number of extensions has expired, and the Applicant will have to reapply after 11/29/2022. L. Trojanowski-Marconi seconded the motion and it carried unanimously.**
- c. Towne Brooke Commons Interest Waiver Request - Chairman N. Malwitz said Towne Brook Commons would like to have interest and penalties waived in the amount of \$1,400.00 because they chose to close during the pandemic and did not open their mail.

Chairman N. Malwitz said that based on information from Attorney J. Sienkiewicz and information he found online, the WPCA has no legal authority to waive delinquency interest and penalties. He suggested communicating this to Towne Brook Commons and directly them to the WPCA webpage referenced.

6. **Old Business**

- a. 1120 Federal Road – Contesting of Sewer Use Charge (Tabled in August) - Chairman N. Malwitz said there was something amiss with their survey, and going back three years, the amount of units charged was 4, but should have been 1.5 and it was re-surveyed in 2019 at 1.25 instead of 1.5. He suggested correcting the miscalculation going back three years. Attorney J. Sienkiewicz read from his opinion letter from July 23rd, citing the statute as relates to tax assessments. K. McPadden said she believes, in this situation, the onus should be on the business to come to the Authority if they believe they are being overcharged. She said this is setting a precedent for future similar situations. D. Will said originally there was another partner in this business and the bills were being sent to him. He said that while he does not know all of the details, there is more to the story here, and there were a lot of people involved. **L. Trojanowski-Marconi made a motion to be based upon the information provided by the Chairman and the ruling from the Attorney, the Authority finds that the sewer bills since December 2017 were improperly calculated and that for December 2017 and December 2018 they were manifestly unfair and from June 2019 to June 2020 that they were undercalculated and that the proper calculation should be reflected on the books of the Authority and that a credit in the amount of \$1,569.75 should be provided to the rate payer for that period from December 2017 to June 2020. J. Murray seconded the motion and it carried unanimously.**
- b. Silvermine Manor PMA Status - Attorney J. Sienkiewicz said he sent Stephanie Ansel an email yesterday asking for an update on the repairs and has not received a response. T. Strid said he received a response from S. Ansel, in which she said she got in touch with Pembroke Pumping. T. Strid said he and R. Prinz met with Bill from Pembroke Pumping at Silvermine Manor and showed them the repairs that need to be done. He said now they are waiting for S. Ansel to hire Pembroke Pumping to do the work.
- c. 800 Federal Road – GT Waiver (Continued from August meeting) - C. Utschig said they have been back and forth with the Applicant, and now they are waiting for the Applicant to submit the right paperwork.
- d. Job Descriptions – Loretta -L. Donovan said the job descriptions she is discussing tonight have already been sent to the employees involved. She displayed and reviewed the job descriptions for discussion, noting changes made, and asked for questions and comments. **L. Trojanowski-Marconi made a motion to approve the three job descriptions as presented [Chief of Maintenance, Inspector and Crew Member]. L. Donovan seconded the motion and it carried unanimously.**

7. **Engineer Comments/Project Update**

- a. Route 133 Station Improvements Project - C. Utschig said a few weeks ago they met with TD & Sons (the apparent low bidder) to review their bid and make sure they are comfortable that TD & Sons could do the work. They also had the electrical engineer, who is part of Langan's design team, talk to their electrician and get comfortable that they had covered all necessary work. The conclusion to those discussions is the recommendation from Langan that the Authority award the 133 Pump Station Project to TD & Sons. C. Utschig said there is one issue with the propane tanks that they will have to deal with, either by change order, or some mechanism. He said TD & Sons assumed the tanks would be provided by the WPCA and that was not consistent with the contract

documents. **Chairman N. Malwitz made a motion to approve TD & Sons as the contractor for the Route 133 Station Improvements Project. M. Brown seconded the motion and it carried unanimously.**

b. Other Engineering Matters - No discussion.

8. **Employee Activity Reports (Roger, Dave, Tim, John, Mary, Kristi)**

Roger: R. Prinz reported the Commerce Road/Route 133 Project, and the Old New Milford Road/ Federal Force Main Project are complete. We have requested a final requisition for both. He said for the 133 Pump Station Project, the contract needs to be awarded. R. Prinz said they are moving along on the Caldor PS Tiger Mag installation project. He said the meter has been ordered, and they are aiming for the end of October/beginning of November for installation. R. Prinz said there have been no issues with the monitoring system. He said the Facilities Plan report is still under review. R. Prinz said they are about 50% done with the Private Pump Station inspections and the reports are to be printed and put in the December 1st bills. He said they are doing their own station cleanups and sewer easements, so that will save a little money. R. Prinz said the Maintenance Manager replacement truck will be assembled the first or second week of October. He said the light pole at the North Station was repaired. He said he reviewed the Maintenance Manager Job description. He also said he had an on-site meeting with the contractor about sewer repairs needed at Silvermine Manor.

Dave: D. Will said the grease trap inspections have been started. He said the diner at 121 Federal Rd. has been leased to the owners of the Exit 10 diner and work has begun. LaFamilia has been sold at 14 Candlewood Lake Rd Plaza and is being replaced with a new wood fired pizza place. The new owners do pizza trucks. He said he will keep an eye on possible grease issues from dumping grease from truck. The new Newtown Savings bank is open at 14 Candlewood Lake Rd and the old one at 99 Federal Road is vacant. Maggie McFly's is building a new deck on the front of the restaurant. The Interstate Battery store is moving over 2 stores into the old dining room table store and creating a vacant store next to it and Buzaid will be taking the old Interstate store and expanding. There is a discussion of another food establishment in the vacant store, but nothing is firm. Twins BBQ has opened at 401 Federal Road, the grease trap has been installed and inspected. Max's BMW is moving to New Milford. The Dive Shop is for sale. D. Will said there is no new action at 450 Federal Road. They are still working on the Italian Deli. He said JJ Stacks has opened at the former Campy's location and they serve breakfast, lunch and dinner. D. Will said 18 Old Route 7 has 2 new tenants: Gary's Barber (who moved from HI Way Market Plaza) and a new cupcake shop is moving into former Sweet Rewards location. D. Will said there is no action at the former Hearth Restaurant. Construction is moving forward at 804 Federal Road, and the foundation is started. They found an unidentified oil tank that slowed them up a little, but they are hoping to have the building enclosed by November. Tony Lucera has started to haul materials in at The Enclave location (former Peter's Imports) and there is nothing happening at the new State garage.

Tim: T. Strid said TD & Sons met with our field staff and engineers to go over project and bid items. He said 3rd quarter pump station inspections are 100% completed. He said they conferenced with Joe Rosol and put in place an inspection sheet which will populate the findings through GIS. This form will be included in the December bill for our customers, and they currently have completed 20 of 39 private pump station inspections. T. Strid said the New Tiger Mag flow meter has been ordered. EMS has been contacted and they are on stand-by for when the flow meter arrives, along with Pembroke Pumping & Custodio Electric. The plan of action is in place and they are not far off from the start of this project. He said they are hoping for an end of October/early November start time. This project will take place overnight between the hours of 10pm & 6am when flows are low. He said they have

performed 7 emergency and 14 routine CBYD's since August 26, 2020. T. Strid said the easement clearings will be conducted throughout the month of October in-house which will save the WPCA roughly \$4,500. He also said the fall pump station clean-ups will be conducted in-house and will save the WPCA roughly \$2,000.

John: J. Siclari said the COVID-19 office reopening rules are still in place as follows: All employees are back working out of our office. Customers will be allowed to enter building by appointment only. All employees have their temperature checked daily and wear masks in common areas. All visitors have their temperature checked, answer the CDC's screening questions regarding health and sign in on the contact tracing log before entering the office. One of our employees was exposed to a household member that has tested positive. This Employee has self-quarantined for 14 days and has tested negative and will return to work in near future. He said there are currently two more FEMA claims in effect. One is the continuing COVID-19. This FEMA claim was labor expense for 2-week employee quarantine. The other is 8/4/20 TS Isaias. FEMA claim amount \$11,970.46. Received \$346.60 from Police Dept for generator assistance during storm. Still no word on receiving the additional \$587.59 from FEMA for management fees for May 2018 storm. J. Siclari said the Town has decided to go with Kronos for the Time & Attendance program. The cost for Kronos will be \$3.50 per user per month = \$21/mo. = \$252/yr. The Paychex time and attendance program is \$99/mo. The weekly time and attendance data can be uploaded from Kronos to Paychex. We will keep Paychex as our payroll provider. J. Siclari said the Lower Federal Rd improvements CDOT 18-135 was supposed to start in Spring 2021, but rumor has it that there may be delays due to Covid-19 and budget constraints. He said they have received plans for an Aquarian water main extension from 58 Vale Rd to Sandy Ln Village. Roger has preliminary plans and will review them with Snyder Civil Engineering. Side Note: An inspection agreement should be in place for this project and any other water main extension (i.e. Candlewood Lake Rd water main extension for school). J. Siclari discussed Integrating billing between GIS and QDS for Grease trap and Private pumping station inspection fees. The last meeting was Thursday 9/24 and they had programmers from all parties (Langan, QDS and Future Subnets on the call. They sorted out the details on how the integration was going to work and sent them the first draft database for review. This week they will get feedback from the programmers on the database. The Programmers say we should be able to do a trial run by the beginning of October. He said they received an estimate from Future Subnets to install a video conferencing system, which was \$3,502. The Best Buy Business estimate was \$5,155.

Kristi: K. McPadden discussed the 53 Commerce Road Association update, noting the 5th unit sold and closed yesterday, so the owners now have the majority and can take 2 seats on the association board. She said she hasn't had a chance to approach the owners (no one responded to the letter). She said they need to arrange for snow removal. K. McPadden said the audit work for Mary and herself should be complete (she submitted Mary's reports in her absence). She said the PMA submittals (showing actuarial adequacy) are overdue, and she has sent out 2nd notice reminders to 8 condo complexes. K. McPadden said the easement clearing notices went out to residents of Greenknoll Drive, Nordex and the YMCA for October clearing. She said payment was received from the Police Department for generator use and manpower during Tropical Storm Isaias. K. McPadden said she received annual sewage flow number request from City of Danbury in preparation for Danbury Bill. In 2019-2020 daily average was 304,248 – and asked about an estimate for 2020-2021. K. McPadden said she is going to be looking into renting/purchasing a defibrillator for the office at 53A Commerce Road, and said it is in the budget under safety. She said several as-builts have been submitted and sent to Joe Rosol at Langan for placement on GIS and the Permits to Discharge have also been

issued. K. McPadden said she is trying to stay on top of Mary's voicemails in her absence, so she's not bombarded when she comes back.

9. **Legal Matters**

- a. Birdsall Bankruptcy - Attorney J. Sienkiewicz said he received a check and has issued a check to the WPCA today.
- b. 800/802/806 Federal Road – Benefit Assessment or 2% CCRCC - Chairman N. Malwitz discussed the details of the issues with this benefit assessment and said Attorney J. Sienkiewicz proposed a change to the regulation. Chairman N. Malwitz read the proposed change and proposed they accept this change. **L. Trojanowski-Marconi made a motion to submit the proposed regulation change and the map change to a Public Hearing on October 28, 2020 and direct Counsel and staff to prepare the Legal Notice. L. Donovan seconded the motion and it carried unanimously.**
- c. Other Legal Matters - Attorney J. Sienkiewicz said at the last meeting he reported that the Governor's Executive Order had prohibited them from holding any tax sales until February, but this month the Governor issued a new order stating they can resume tax sales, as long as they have been delinquent for more than a year. Attorney J. Sienkiewicz said he would like to resume this work. K. McPadden asked that he hold off for a few weeks to give M. Ongaro a chance to catch up.

10. **Other WPCA Matters**

- a. Updates
 1. Candlewood Lake Area Sewer Study - Chairman N. Malwitz said the original work is completed but there is an additional \$30,000 of grant funds, with the grant period ending November 1. He will ask for an extension until January 1.
 2. Facilities Plan - Chairman N. Malwitz said the Facilities Plan is complete and online. He sent it to the State but has not yet received a response.
 3. Danbury Plant – No update
 4. Brookfield Market Area - Chairman N. Malwitz said they are requesting partial funding from the Town, and Chairman N. Malwitz requested this be part of the budget discussions in January.
- b. Other WPCA Matters - Chairman N. Malwitz said the Dean Road project is ready to go and suggested holding a Zoom informational meeting on October 21, 2020. **Chairman N. Malwitz made a motion to hold a virtual Public Hearing for Dean Road/Pocono Road on October 21, 2020 and direct Counsel and staff to prepare the Legal Notice. G. Giacobone seconded the motion and it carried unanimously.**

11. **Vouchers** - L. Trojanowski-Marconi made a motion to accept the vouchers as presented. **M. Brown seconded the motion and it carried unanimously.**

12. **Adjournment** - L. Trojanowski-Marconi made a motion to adjourn at 8:55 p.m. **L. Donovan seconded the motion and it carried unanimously.**

*** Next Meeting October 28, 2020 ***

**WATER POLLUTION CONTROL AUTHORITY
TOWN OF BROOKFIELD, CONNECTICUT**

JOB DESCRIPTION

CHIEF OF MAINTENANCE	This is a skilled position connected with the management of public and private sanitary sewers and enforcement of regulations. The work is independently performed under the general supervision of the Commissioners of the Brookfield Water Pollution Control Authority or their employee(s) as assigned.
POSITION SUMMARY	Coordinates and manages operations, construction and maintenance projects of municipal sewer facilities under the direction of the Brookfield Water Pollution Control Authority. Supervises all WPCA field staff and works in coordination with office staff. Manages operations and maintenance activities related to public and private sanitary sewers, pump stations and related equipment associated with construction and operations. Enforces WPCA policies and regulations in the installation, maintenance, repair, expansion and relocation of sewer facilities. Has extensive interaction with professional engineers and the public in the design, operation and management of sewer facilities.
JOB DUTIES/RESPONSIBILITIES	<p>Recommends and assists in the implementation of sewer field operational and capital goals:</p> <ul style="list-style-type: none"> • Proposes and assists in execution of capital improvement programs to maintain long term and stable operations • Prepares annual operational goals and budgets; administers budgets; monitors and controls expenditures • Implements and recommends changes to policies and procedures <p>Prepares the schedule of work to perform and directions to complete tasks that may include but are not limited to:</p> <ul style="list-style-type: none"> • Plan, prioritize and assign activities to sewer field staff • Ensure all federal, state and local policies procedures and regulations are followed by the WPCA and its staff • Monitor and evaluate operations and maintenance activities for quality performance, compliance and established measures of success; recommend improvements and modifications • Communicate and negotiate with public or private agencies concerning compliance, sewer problems, location of laterals, and repairs • Report orally and in writing as directed detailing operations and activities, conditions, programs status or actions taken • Maintain files, records and GIS on sewer operations <p>Works with the WPCA's consulting engineers in the design and operation of sewer facilities and with the WPCA's legal staff in the enforcement of WPCA policies and regulations.</p> <ul style="list-style-type: none"> • Prepares/reviews proposals, contracts and reports • Draft requests for proposals for construction and maintenance projects • Prepare procurement documents to obtain supplies, equipment and services based on cost estimates • Draft contracts and administer assigned contracts according to terms • Research and prepare reports as requested

	<p>Contributes to staff recruitment and development:</p> <ul style="list-style-type: none"> • Recommend short- and long-term staffing requirements, skills and certifications • Provide for monthly training for WPCA staff • Participate in interviewing and selecting new hires <p>And other duties as assigned by the WPCA</p>
JOB REQUIREMENTS & QUALIFICATIONS	<ul style="list-style-type: none"> • Knowledge of federal, state and local codes, regulations, specifications, ordinances, and enforcement policies, procedures, and practices applicable to sewer operations • Ability to perform the most complex responsibilities related to the WPCA field operations, and run related equipment safely and effectively • Up-to-date understanding of materials, methods, and operations of sewage collection, treatment, and facilities construction • Skills in budgeting and planning sewer construction projects • Ability to read and interpret engineering drawings and specifications and land survey maps as they relate to sewer facilities • Capacity to clearly communicate and enforce pertinent policies and procedures verbally and in writing to contractors, property owners and customers • Problem solving and decision-making skills to identify issues, collect data, and develop and make recommendations with justification for solutions • Five years of increasingly responsible experience in engineering, construction, or sewage facilities operations and/or maintenance work, and/or treatment, industrial, or public works facilities; two years of related supervisory experience • Grade III waste water collection system maintenance certification • Additional certification(s) specific to functional areas of assignment may be recommended • Skills in Microsoft Office applications to prepare written reports • High school diploma or equivalent • A valid license to operate a motor vehicle in the state of Connecticut.
PHYSICAL DEMANDS	<ul style="list-style-type: none"> • Sit to drive or ride in vehicle for long periods of time. • Continuously walk and stand on a variety of terrain; intermittently climb, bend, twist, squat, crawl, and kneel at construction sites • Work outdoors in a variety of weather, terrain, and undergrowth conditions, with or around environmental hazards such as poison oak, stinging insects, and blood- and water-borne pathogens • Work in confined spaces • Able to lift or carry weight of 50 pounds • Able to hear traffic noise and observe oncoming traffic for safety • Able to sit and use a keyboard to prepare communications and reports.
WORKING CONDITIONS/ ENVIRONMENT	<ul style="list-style-type: none"> • Work shift, overtime, on call, alarm responses, emergency work weekends and holidays as assigned, and as disaster-response worker, in keeping with state and local statutes • Observe all WPCA regulations, including but not limited to OSHA and General Industry Safety standards

**WATER POLLUTION CONTROL AUTHORITY
TOWN OF BROOKFIELD, CONNECTICUT**

JOB DESCRIPTION

INSPECTOR	This is a skilled position connected with the inspection of public and private sanitary sewers and enforcement of regulations. The work is performed under the general supervision of the Chief of Maintenance or another employee of the Brookfield Water Pollution Control Authority.
POSITION SUMMARY	Performs work both operationally and during construction in connection with public and private sanitary sewers, pump stations, grease traps and related equipment. Enforces policies and regulations of the Brookfield Water Pollution Control Authority; provides routine inspection and maintenance of WPCA facilities, structures and equipment as assigned. Provides construction inspections to determine compliance with contracts, permit requirements and WPCA rules and regulations.
JOB DUTIES/RESPONSIBILITIES	<p>Receives the schedule of work to perform and directions to complete tasks that may include but are not limited to:</p> <ul style="list-style-type: none"> • Conduct construction inspections of public or private sewage systems, pumping stations, and repairs made by contractors or other agencies; schedule and coordinate assigned inspection work • Survey new and existing sewer customers for use fees • Verify that proper permits and approved plans have been acquired to perform specified work • Coordinate the inspection of sewer work in the public right-of-way • Inspect concrete, structural steel, piping, shoring and work performed by others on behalf of the WPCA in the construction, modification, or repair of WPCA facilities • Analyze construction site situations; identify, interpret, explain, and enforce construction violations; review and interpret construction plans • Check backfill material and materials testing reports to assure proper compaction • Witness and evaluate the results of air tests, hydrostatic and TV inspections; verify the proper cleaning of sewer lines • Assess safety precautions taken on sewer construction sites and report deficiencies • Prepares detailed reports and inputs data to the WPCA's GIS system related to inspection activities • Make detailed as-constructed drawings of sewer lines and connections upon construction completion • Answer questions and respond to complaints from public or private agencies concerning sewer problems, location of laterals, and repairs • Manage the WPCA F.O.G. program for compliance with State or Federal regulations and provide enforcement of such • Report orally and in writing to Chief of Maintenance as directed detailing construction activities, conditions, programs status or actions taken • Keep daily records of the progress of construction work and prepare detailed inspection reports

	<ul style="list-style-type: none"> • Review materials testing reports • And other duties as assigned by the WPCA or the Chief of Maintenance • Work with the WPCA's consulting engineers in the design and approval of building sewer installations, and with legal staff in the enforcement of WPCA policies and regulations
JOB REQUIREMENTS & QUALIFICATIONS	<ul style="list-style-type: none"> • Knowledge of codes, regulations, specifications, ordinances, and enforcement policies, procedures, and practices applicable to the area of assignment. • Understanding of materials, methods, and operations of sewage collection, treatment, and facilities construction • Skills in mathematics and drawing as applied to construction work; ability to input, retrieve and interpret data from the WPCA GIS system • Knowledge of construction practices, procedures, methods, materials, tools, equipment, and supplies as applicable to the area of assignment • Ability to read and interpret engineering drawings and specifications and land survey maps as they relate to sewer facilities • Familiarity with safety hazards and appropriate precautions related to work assignments • Capacity to deal firmly and tactfully with contractors, property owners and customers • Five years of increasingly responsible experience in engineering, construction, or sewage facilities operations and/or maintenance work, including two years of experience in inspection of sewage collection and/or treatment, industrial, or public works facilities • Skills in Microsoft Office applications to prepare written reports • High school diploma or equivalent • A valid license to operate a motor vehicle in the state of Connecticut.
PHYSICAL DEMANDS	<ul style="list-style-type: none"> • Sit to drive or ride in vehicle for long periods of time. • Continuously walk and stand on a variety of terrain; intermittently climb, bend, twist, squat, crawl, and kneel at construction sites. • Work outdoors in a variety of weather, terrain, and undergrowth conditions, with or around environmental hazards such as poison oak, stinging insects, and blood- and water-borne pathogens. • Work in confined spaces. • Able to lift or carry weight of 50 pounds • Able to hear traffic noise and observe oncoming traffic for safety • Able to sit and use a keyboard to prepare communications and reports.
WORKING CONDITIONS/ ENVIRONMENT	<ul style="list-style-type: none"> • Work shift, overtime, on call, alarm responses, emergency work weekends and holidays as assigned, and as disaster-response worker, in keeping with state and local statutes • Observe all WPCA regulations, including but not limited to OSHA and General Industry Safety standards

WATER POLLUTION CONTROL AUTHORITY TOWN OF BROOKFIELD, CONNECTICUT

JOB DESCRIPTION

SEWER MAINTENANCE CREW MEMBER	This is primarily a semi-skilled position connected with the operation, maintenance and repair of sanitary sewers, pump stations and related equipment. The work is performed under the general supervision of the Chief of Maintenance or another employee of the Brookfield Water Pollution Control Authority.
POSITION SUMMARY	Performs work in connection with the maintenance and operation of a municipal sewer system; accomplishes a broad range of duties, technically complex tasks, and heavy physical labor.
JOB DUTIES/RESPONSIBILITIES	<p>Receives the schedule of work to perform and directions to complete tasks that may include but are not limited to:</p> <ul style="list-style-type: none"> • Assist with or inspect maintenance work on or in WPCA facilities • Act as entrant or attendant for work in confined space areas • Inspect WPCA and private sewer projects for compliance of regulations and plans, including closed circuit television inspection of sewer lines and structures • Accomplish Call Before You Dig (CBYD) mark outs of sewer locations and inspect excavations in vicinity of WPCA infrastructure • Repair and install equipment including manholes, valve boxes, pressure-relief valves, pipe, couplings, and fittings masonry and carpentry • Perform minor emergency equipment repairs in the field • Assist with environmental cleanup and mitigate damage, and minimize public and employee safety, abiding by WPCA regulations, including but not limited to OSHA and General Industry Safety standards • Complete required paperwork for tasks performed as requested • Prepare detailed reports and inputs data to the WPCA's GIS system related to inspection activities • And other duties as assigned by the WPCA or the Chief of Maintenance
JOB REQUIREMENTS & QUALIFICATIONS	<ul style="list-style-type: none"> • Knowledge of basic methods, materials, tools, and equipment used in construction and maintenance • Familiarity with safety hazards and appropriate precautions • Experience operating a variety of vehicles and equipment i.e. heavy-duty trucks with trailers, manually operated tools and devices • Skills in Microsoft Office applications to prepare written reports • Ability to input, retrieve and interpret data from the WPCA GIS system • Basic ability to read and interpret engineering drawings and specifications and land survey maps as they relate to sewer facilities • High school diploma or equivalent • A valid license to operate a motor vehicle in the state of Connecticut

	<ul style="list-style-type: none">• Eighteen months of experience in construction, maintenance, or comparable work• Experience in sewer line construction or maintenance desirable
PHYSICAL DEMANDS	<ul style="list-style-type: none">• Work outdoors in a variety of weather, terrain, and undergrowth conditions, with or around environmental hazards such as poison oak, stinging insects, and blood- and water-borne pathogens• Able to lift or carry weight of 50 pounds• Able to hear traffic noise and observe oncoming traffic for safety
WORKING CONDITIONS/ ENVIORNMENT	<ul style="list-style-type: none">• Work shift, overtime, on call, weekends and holidays as assigned, and as disaster-response worker, in keeping with state and local statutes• Work in areas with the potential to contain biohazards