



**PRINCETON
DEPARTMENT OF INFRASTRUCTURE
AND OPERATIONS
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**MINUTES OF THE MEETING
of the
PRINCETON SEWER OPERATING COMMITTEE**

March 10, 2021

The Meeting of the Princeton Sewer Operating Committee (PSOC) was convened at 9:00 a.m. on Wednesday, March 10, 2021 via Virtual Meeting/Zoom Conference. D. Goldfarb opened the meeting in accordance with the New Jersey Open Public Meetings Act, Section 5, Chapter 231, P.L. 275. In conformance with the requirements of the Law, Notice was provided of the date, time and location of this regular meeting by posting a copy of the adopted Schedule of Regular Meetings in Monument Hall, and Witherspoon Building, by mailing copies to the Trenton Times, Princeton Packet, Town Topics and by filing a copy in the Office of Clerk of Princeton. Adequate notice was provided to the public and to all parties concerned.

PRESENT: David Goldfarb, Valerie Haynes, Eve Niedergang
ALSO PRESENT: Andrew Filippi, Sewer Design Engineer;
Dan Van Mater, Public Works Director; Janice Most, Secretary
ABSENT: Ian Baker, Construction Project Engineer; Marc Dashield, Administrator;
Deanna Stockton, Engineer,
PUBLIC:

APPROVAL OF MINUTES

E. Niedergang moved to approve the January 6, 2021 Minutes as presented. V. Haynes seconded. The Motion passed unanimously.

AMENDMENTS TO THE AGENDA

No amendments to the Agenda.

David Goldfarb February 16, 2021 Presentation to Mayor and Council

D. Goldfarb stated that he made the SOC Presentation to Mayor and Council on February 16, 2021. He shared his opening remarks to the Committee via email on March 10 and the February 9, 2021 memorandum composed by A. Filippi regarding Proposed Staffing for Sanitary Sewer Operations and Maintenance to M. Dashield was included in the Agenda Package.

Discussion: A. Filippi talked with SOC staff and crew for an estimate of staff needed to appropriately staff all sewer operations; maintenance has been deferred due to lack of staff; the system is in disrepair without adequate staffing; with enough staff we can be proactive instead of reactive; the plan is not to hire all required staff at one time; year 2021 budget is prepared for three staff additions (E. Niedergang will confirm with S. Webb, CFO); consider a Resident Task Force for the Sanitary Sewer System; an Ordinance is required to adjust sewer taxes; there seems to be support of Mayor and Council for the sewer/storm system model, with this model there is a need for additional staffing; during the pandemic there has been a decrease in parking revenue leaving a shortfall; Mayor and Council are trying to fill the gap without raising taxes; Sewer Connection Fees cannot be used to fill budget gaps; property taxes are separate from all sewer fees; there is monies for Princeton through a New Jersey COVID Bill, but, we cannot count on money we do not have and the money will not be received in time to make funding decisions; E. Niedergang will keep PSOC Members informed during the budget season; incremental staffing is the best way to proceed; need to consider space accommodations for new staff (John Street); having a Public Works cold Storage Facility has been a long/slow process; there is the option of selling the sanitary sewer system if Mayor and Council choose not to maintain the system.

Infiltration/Inflow (I/I Program)

A. Filippi stated that he is coordinating with an Engineering Firm for an RFP; the crew is doing TV work on Mt. Lucas and Stuart Roads to the municipal boundary; recent weather has hindered the TV work; it has been easy to find large sources of I/I.

Sewer Connect/Disconnect/Repair Regulations

A Filippi stated that New Jersey Statues were updated in 2018 with specific changes to the sewer connection fees; we now have a simplified version of these changes on the Princeton Website; he is composing a new Ordinance for legal review to match the State Statute wording.

Discussion: multi-family flows have a different review process where the NJDEP is involved; E. Niedergang will reach out to a contact from the League of Municipalities to discuss; Bank Street project: adding laterals to duplex connections to limit risk of failures; need to decide if homeowners will be charged, A. Filippi feels there should be no charge as this is common sewer connection; shared connections are not allowed on new buildings.

Grease Trap Regulations

A. Filippi stated he spoke with representatives from surrounding Municipalities concerning State Statutes and the Administrative Code; grease traps should be cleaned monthly although every three months is sufficient; records need to be kept and traps should be replaced as needed; Trenton Bio does not take grease trap residue; most is taken to Pennsylvania.

Discussion: disposal types/fees/locations; small commercial entities needs alternate ways for self-disposal; A. Filippi will contact County Commission of Princeton, Andrew Koontz to discuss MCIA disposal.

Administrator

With the retirement of M. Dashield on March 31, 2021, Robert Bruschi, former Administrator will act as Interim Administrator beginning March 17, 2021. E. Niedergang stated that there are two strong candidates for the Administrator position; each prospective candidate will meet with each Department Head; goal of a new hire by the end of April/May.

Discussion: the Administrator takes the responsibility of the budget presentation, as there is no Administrator, the Finance Committee is working with S. Webb, CFO; need a solid plan for 2021 and beyond regarding sewers; Finance Committee needs be aware of all sewer issues.

Status of Hiring for DPW Department Head

The offer of Director of Infrastructure and Operations was declined by the individual who completed the interview process; the new Administrator will take over the new search. A search firm was used for the new Administrator and consideration is being given to use the Firm for the Director of I/O position.

Status of Hiring for Sewer Manager

D. Van Mater stated that the new Sewer Operations Manager, Dominick Itzi will begin work on March 22, 2021; D. Itzi will be invited to the April 7, 2021 PSOC meeting.

Licensed Operator Succession Plan Recommendations

A. Filippi stated that currently we have two C-3 Licensed Operators with one retiring at the end

of the year and the next in line will be the primary; the current C-3 (J. Torres) agreed to take on the responsibility with added compensation as Licensed Operator in Charge; we have two C-1 Licensed Operators (one currently on staff, one new staff member D. Itzi, Sewer Operations Manager) who are both eligible to sit for the C-2 when the State re-opens testing due to COVID; encourage employees to continue licensure steps. A. Filippi stated many do not have the incentive because there is no progress to manager positions.

The meeting adjourned at 10:15 a.m.

The next meeting is scheduled for Wednesday, April 7, 2021 at 9:00 a.m. via Virtual Meeting/Zoom.

Respectfully Submitted,

Janice Most, Secretary
Princeton Sewer Operating Committee

Adopted: April 7, 2021