**MINUTES**

**LITCHFIELD WATER POLLUTION CONTROL AUTHORITY**

**REGULAR MEETING**

**29 Stoddard Road, Bantam, CT 06750**

**October 13, 2016 ~ 7:30 p.m.**

**CALL TO ORDER:** Chairman David R. Wilson called the meeting to order at 7:37 p.m.

**ROLL CALL**

Present: David R. Wilson, James Koser, William Buckley, Christian Bratina Robert D’Andrea, Ted Donoghue, Plant Superintendent, Raz Alexe, Public Works Director and Ann Combs, Recording Secretary

Absent: David Geiger

**SEATING ALTERNATES:** No seats available

**MINUTES**

1. **Regular June 9, 2016: Motion:** W. Buckley moved to approve the regular June 9, 2016 meeting minutes and J. Koser seconded. All vote aye except R. D’Andrea and C. Bratina, who abstained because of absence, and the motion carried.
2. **Regular August 11, 2016**: **Motion:**  C. Bratina moved to approve the regular meeting minutes of August 11, 2016, and W. Buckley seconded. All voted aye except R. D’Andrea, who abstained because of absence, and the motion carried.
3. **September 8, 2016: Motion:** R. D’Andrea moved to approve the regular September 8, 2016 meeting minutes and J. Koser seconded. All voted aye except W. Buckley and C. Bratina, who abstained because of absence, and the motion carried.

**BUSINESSS**

1. **Discussion of Contract Proposal from Fuss & O’Neil:** Ted Donoghue said that Virgil of Fuss & O’Neil said that the WPCA paying for accommodations so they could work a longer shift would work for them, and they could work out details as it gets closer. Fuss & O’Neil will be assisting with the I&I study, and Mr. Wilson asked for a motion to approve their contract. **Motion:** R. D’Andrea moved to authorize David Wilson to sign the contract with Fuss & O’Neil and to take up to $50,000 from Capital Non-Recurring. W. Buckley seconded, all voted aye and the motion carried.

1. **Discuss Contract 17 & 18 Assessments:** D. Wilson held a discussion on whether additional units at Forman should be treated as addition to the assessment, causing everyone else to go down a little. He put together numbers that show what would happen to the assessments. R. D’Andrea recused himself from the discussion. Mr. Wilson said State Statute does not say we must to do this; it says we may. Since the work at Forman, 6 additional units have been added. Their assessment would go up, while everyone else’s will go down. Forman’s catch-up bill is $43,000. C. Bratina asked if any other properties on the contract have added EDU’s. He replied that only one connection and EDU had been added so that 205 assessments will go down and Forman’s will go up. W. Buckley asked how comfortable Mr. Wilson is with the 102 EDU number for Forman. D. Wilson said it is what we billed this year. W. Buckley said taking all billing years and averaging the EDU’s used would be fairer. They will come back with an average number next month, then they can make a motion and go to public hearing.
2. **FOG Violation Fines:** Ted said they finished the inspections. Problems can be solved with employee training so the grease traps are maintained correctly. His letter to them doesn’t mention possible fines. He was encouraged to mention that if it’s an ongoing problem, there could be fines. Grease traps may need to be cleaned out more frequently. R. D’Andrea said Ted should add a reference from the Sewer Use Regulations in the letter that addresses “lack of or non-conforming grease or oil trap.” Ted will redraft the letter.
3. **7 North Street Update:** Ted said there is another connection where the guard tower is. The sump pump is also connected to the system. They TV’d the line and there is some leakage. The connections for the guard house and old jailhouse addition all go out to the driveway next to the old firehouse and drop in there. They want to get the connections outside and capped. Then they could line them at any time.
4. **Greenskies Solar Array Project:** Ted said officials from other towns are happy with Greenskies. In answer to questions from the last meeting, the $99 ZREC is 15 years. So the longer it takes the project to go online, the shorter the ZREC duration. The array will supply 80% of electrical needs, but they can use reverse metering. We will continue to be a rate 30 customer no matter how many kilowatts are used. We are locked in at 6 cents/KW. Raz is working on the next generation contract, looking at 8.1 cents. W. Buckley asked how this proposal came to them from Greenskies and if there are other companies out there that may be more competitive. How do we know this is the best deal? Should we go out for an RFQ? D. Wilson asked how locked in we are with the DPUC. Raz will brainstorm with Ted. W. Buckley offered to call Eversource to ask about other companies.
5. **Safety:** Raz Alexe said confined space training is scheduled so someone will be certified to go into the manhole. Ted said they put up a railing in front of the septage bin. There were no falls or accidents.
6. **Commissioners’ Requests:** Ted said the fluorescent light retrofit proposal went out to everyone. The energy committee did the proposal for LED lighting for the whole plant with a no-interest loan for 5 years and project total of $13,245. Net cost would be $8,767.99. The company will replace fixtures and bulbs. Commissioners will get their questions answered and look at this again.
7. **Public Works/Treatment Plant Report**

 **a) Easements:** No report

**b) Operational:** Ted reported they are still enjoying the lower flows. Nitrogen was higher than it’s been but still very low. They have been sludge-judging the primaries. The trucks have been at 7% solids; they are typically in the 4-5% range. Therefore they should be seeing some substantial cost savings in sludge hauling and polymer. The plant is performing very well. They have been doing preventative maintenance at Northfield and Well’s Run pump stations and using the flusher truck at various locations. Arethusa’s pre-treatment system is up and running. Foaming is now entirely gone from the plant process and SVI’s are in the 130’s ml/L. Ted said that he and Jim will be taking lab certification training in November at Foxwoods.

**c) Septic:** They processed a total of 113,950 gallons, a 22% decrease over last September.

 **d) Equipment:** They replace the rubber hose on the blended sludge pump. The UPS battery backup on the RTU was too small and was not working. They replaced it with a larger unit of 1500 watts.

**e) Energy:** J. K. Muir did a proposal for the ECM’s and Ted has not yet heard back from Eversource.

**10) Financial Report:** T. Donoghue reported being a little behind last year with revenue, and at this point they are putting on the brakes with expenses. They have used 46% of the budget. There is a tentative agreement with the Supervisor’s union. D. Wilson said he filed liens for last year, maybe 67. The Morris bill has been prepared and ready for Mr. Wilson’s review.

**11) Adjournment: Motion:** W. Buckley moved to adjourn at 8:41 p.m. and C. Bratina seconded. All voted aye and the motion carried.

Respectfully submitted,

Ann Combs, Recording Secretary