

**LITCHFIELD WATER POLLUTION CONTROL AUTHORITY  
REGULAR MEETING**

**Litchfield Firehouse  
258 West Street, Litchfield**

**May 11, 2017 ~ directly following the 7:15 p.m. public hearing**

**CALL TO ORDER:** Chairman David R. Wilson called the meeting to order at 7:25 p.m.

**ROLL CALL**

Present: David R. Wilson, David Geiger, Christian Bratina, Robert D'Andrea, Ted Donoghue, Plant Superintendent, Raz Alexe (7:55 p.m.) and Ann Combs, Recording Secretary

Absent: William Buckley, James Koser, and, Public Works Director

**SEATING ALTERNATES:** David Geiger was seated as a regular member.

**MINUTES**

a) **2/16/17 Special Meeting:** Corrections/changes submitted by C. Bratina will be incorporated and voted on next month.

b) **3/9/17 Regular Meeting:** Will be voted on next month; not a quorum present who attended the meeting.

c) **4/13/17 Regular Meeting: Motion:** R. D'Andrea moved to adopt the 4/13/17 meeting minutes as modified by Chairman Wilson, and C. Bratina seconded. All voted aye and the motion carried.

**BUSINESS**

**1. Public Requests:**

a) **342 Bantam Road:** Gary Copeland said he is putting in a grease trap to the west of the building and a larger tank. George Deacon is putting it in and Mr. Copeland was asked to coordinate with him. T. Donoghue said he is going to demolish the building and erect a new one. The sewer is behind the building. They will tie into the existing sewer line.

Chairman Wilson left at this point at 7:37 pm. and D. Geiger took over the chairmanship.

**2. Motion to Approve Proposed Increase of Sewer User Fee: Motion:** R. D'Andrea moved to approve the proposed sewer rate increase and C. Bratina seconded. Upon voting all voted aye and the motion carried.

**3. Assessments:** This discussion will be moved to the next meeting.

**4. Motion to Approve Fund Balance Transfers from Fund 32 to Fund 66: Motion:** R. D'Andrea moved to modify this agenda item to correct Fund 31 to read Fund 32. C. Bratina seconded, all voted aye and the motion carried. **Motion:** R. D'Andrea moved to approve fund balance transfers from Fund 32 to Fund 66. C. Bratina seconded, all voted aye and the motion carried.

**5. Fuss & O'Neil CCTV Review:** A lot of preventive maintenance items need to be put on the to-do list. The line near Tallmudge is totally embedded with roots. They will need to camera the line when they do the roots, a full day's work. They also found Forman's connection. *At the Corner* was responsible for the whole line being loaded with grease. The line in back of Case Ave. was partially blocked with rocks and sediment. They will get a detail report and DVD's on the work, probably by next meeting. The subcontractor can work independently, so there may be some more opportunities for CCTV work later. The Commissioners were in favor. C. Bratina would like Ted to do a list of all repairs needed and potential reductions and how they plan to attack them.

**6. Audits:** Ted said he reached out to Vern and the WPCA, but they never responded to him. The previous year audit was done by another firm and the numbers were handled quite differently. D. Wilson and

Amaechi will meet on this to determine how much to transfer. C. Bratina said we should decide how much to transfer.

**7. Internship for 6-8 weeks during the summer:** Ted said he and Raz have talked about it. There is money in the budget. [*Raz Alexe arrived here at 7:55.*] He said it would be a volunteer job with a small stipend and could be based at the WPCA office. C. Bratina urged them to check with the union before hiring. Ted said he would. **Motion:** R. D'Andrea moved to approve a summer intern for 6-8 weeks subject to superintendent meeting with the union to see if they are agreeable, and then authorize him to hire the person to start after June 1<sup>st</sup>. C. Bratina seconded. There are sufficient funds available to transfer. The position would be an entry level assistant operator. These details will have to be worked out. D. Geiger suggested looking at Waterbury State Tech for an intern. Upon voting all voted aye and the motion carried.

**8. Greenskies Update:** Ted said one of the biggest concerns in the contract was that the host would be responsible for the removal of the array. We would own and could update it or remove it. Comments have been passed on to them, and they are talking with their attorney. Will discuss further at the next meeting.

**9. Safety:** Ted reported no training and no accidents. Raz said that OSHA 10 training by CIRMA is coming in June if anyone wants to sign up. Ted will look into it.

**10. Commissioners' Requests:** None

#### **11. Public Works / Treatment Plant Report**

a) **Easements:** None

b) **Operational:** The average daily flow for April was 777,000 gallons. They removed 42,500 gallons of sludge. BOD removal was 84% and TSS was 75%. Nitrogen was 6.7 mg/L, or 40.8 lbs/day. There was a problem with *Sphaerotilus natans* filamentous bacteria that caused the sludge not to settle. It was stressful for the operators, and after many consultations, chlorinating was the only way to get rid of it. Raz complimented them on working so diligently and hard to rectify the problem. After warning the workers at the jail, Ted was informed that they did not contact "Call Before Your Dig" and breached a live clay tile pipe. They fixed it correctly at their expense. Five non-compliance events were reported for the month. Heavy rainfall is predicted for Saturday and they will monitor.

c) **Septic:** They processed 91,000 gallons of septage in April, a 35% increase over last April. Year to date they are at 11.6 % decrease over last year.

d) **Equipment:** Ted said he is buying a lot of pool shock, but they are basically in good shape.

e) **Energy:** No report.

**12. Financial Report:** Ted reported 82.2% spent year-to-date, so they are doing well. Collections are at 92.4% YTD. We budget for 92%. There are a couple big customers who have not yet paid, Brandywine and Rose Haven, and Sandy has contacted them. R. D'Andrea suggested sending letters to them to document, noting the financial penalties.

Raz Alexe said they should do one more inspection with Stop & Shop. Their grease trap has been installed.

**13. Adjournment: Motion:** R. D'Andrea moved to adjourn at 8:35 p.m., and C. Bratina seconded. All voted aye and the motion carried.

Respectfully submitted,

Ann D. Combs, Recording Secretary