

Approved 6/8/17

**MINUTES**  
**LITCHFIELD WATER POLLUTION CONTROL AUTHORITY**  
**SPECIAL MEETING**  
**29 Stoddard Road, Bantam, CT 06750**  
**February 16, 2017 ~ 8:00 p.m.**

**CALL TO ORDER:** Chairman David Wilson called the special meeting to order at 8:01 p.m.

**ROLL CALL**

Present: David R. Wilson, Christian Bratina, Robert D’Andrea, Ted Donoghue, Plant Superintendent, and Ann Combs, Recording Secretary

Absent: William Buckley, James Koser, David Geiger (D. Wilson noted Mr. Geiger is resigning), and Raz Alexe, Public Works Director

**SEATING ALTERNATES:** None available

**MINUTES**

**a) Regular January 12, 2017: Motion:** R. D’Andrea was not present at the 1/12/17 meeting, so there was not a quorum of members present to vote. This approval will be postponed to the next meeting.

**BUSINESS**

**1) 2017-18 Budgets – Operating and Capital:** Ted presented a draft budget. His base salary will increase with his attaining the Class IV license on 1/11/17. He thinks we should save \$6,000 - \$10,000 on sludge processing, so he reduced that item. He increased supplies a little, mostly because of polymer increase. Electricity was increased slightly because of distribution increases. Repairs was increased slightly to cover pop-up necessities. He put \$50,000, 5% of the operating budget, into Capital Non-recurring. Without changing revenue, this leaves the budget at -\$48,504. Ted will email the spread sheet per request from C. Bratina, who also asked for a graph of the expenditures and sewer use rates, so the increases can be readily seen and understood. D. Wilson said this is a good start on the budget. In the capital budget, Ted reviewed the projects on the hand-out chart. All agreed the Fuss & O’Neil I&I project was tops. D. Wilson asked Ted to provide more detail for the future capital expenditures.

**2) Greenskies Update:** D. Wilson said the Town owns the land, so Raz advised them of their findings, and the Selectmen gave the okay to go ahead with the planning. It will eventually have to get approved at town meeting. Land Use has participated and found the sixth tallest Eastern (White) Pine in the state in the immediate area. WPCA will pay for a soil scientist to flag the wetlands, with reimbursement later.

**3) Litchfield Distillery:** The plant received a slug from the the Distillery two months ago after they had performed a monthly cleaning process on their equipment. The pH of the raw influent was 10.2. Ted visited yesterday and had grabbed samples. Based on his data, it equals a \$6,000 annual BOD surcharge based on 250 gal/day. C. Bratina said the Distillery has three options: either pay the surcharge, install a treatment system or haul it to the plant to control the discharge. Mr. Donoghue advised that the Distillery is receptive and knows they have to do something. C. Bratina said we should put them on notice in writing and charge them monthly. Ted asked if the onus of sampling should be on them and they share the data. C. Bratina said we should be able to check a grab sample any time. They could also provide a sampling manhole large enough to hold a composite sampler. R. D’Andrea said they should document the options in writing for them to choose from and start billing so there are no issues later.

**4) Stop & Shop:** Ray Drew gave him 3 years of flow data for the larger Torrington store. They were averaging 3,000 gal/day. The estimate for Litchfield would be 2500 gal/day. C. Bratina said they should provide potential peak flow rate to ensure that one pump can handle it. Mr. Donoghue noted that they need to provide grease trap data also. C. Bratina recommended sending a letter to them saying we have received their information and the deficiencies in the application we need to see before we can complete the review and authorize construction. D. Wilson said the data should include peak flow, peak hourly flow, average daily flow and the basis of the design. They reviewed the drawing with 6-inch PVC pipe into the grease tank and same into the pump station, then a 2-inch force main to the sewer. They really need basis of design and their calculations. The letter will go out so they will be on notice when they come in next month.

**5) Safety:** T. Donoghue said there were no incidents to report. Raz Alexe set up a flagger training course.

**6) Commissioner's Requests:** None

**7) Public Works/Treatment Plant Report**

**a) Easements:** No report

**b) Operational:** T. Donoghue reported flows have picked up, but are behind last year. Sludge removal is also behind last year. Plant performance was excellent. BOD and TSS were where they should be. Nitrogen removal was much better at 4.9 mg/L, or 21.3 lbs/day. Two new thermostats were put on the hanging heater in the sludge thickening building. They installed a new plug valve running from the plunger pump to the septage holding tank. On 1/18 the RAS pump was pulled offline to be refurbished, and they are waiting for an impeller. On 1/20 the Litchfield Distillery released a caustic slug load as described above. On 1/24 a large white pine fell on the southeast side of the plant, damaging the perimeter fence. On 1/25 there was a trouble call at 11 Bantam Terrace. They flushed out the line and the resident had to replace 18 ft. of their connector and added a cleanout to fix the problem. A boulder had pushed up the pipe. Ted and Raz met with the DOT on the upcoming culvert project on Bantam Road. The sewer pipe will be replaced with CI and encased in concrete. On 1/30 they replaced 4 DO sensor caps, and as a result have ordered and installed 3 new LCD screens and will update the firmware. They then reviewed the comparison report.

**c) Septic:** They processed a total of 26,500 gallons during January, a 42% decrease over last January. Year to date is at a 12.4% decrease over last year.

**d) Equipment:** On 1/11/17 the F-250 was involved in a minor fender bender at Well's Run.

**e) Energy:** No report

**8) Financial Report:** Ted Donoghue reported being at 90% collection. They needed to buy another rubber hose for the SP-100 sludge pump at \$3,900.

**9) Adjournment: Motion:** C. Bratina moved to adjourn at 9:13 p.m. and R. D'Andrea seconded. All voted aye and the motion carried. D. Wilson reminded the group there are now two alternate vacancies on the WPCA, with David Geiger stepping down.

Respectfully submitted,

Ann Combs, Recording Secretary