

**LITCHFIELD WATER POLLUTION CONTROL AUTHORITY**  
**Regular Meeting**  
**April 10, 2014 ~ 7:30 p.m.**  
**29 Stoddard Road, Bantam, CT 06750**

**CALL TO ORDER:** Chairman David R. Wilson called the regular meeting to order at 7:44 p.m.

**ROLL CALL:** Present: David R. Wilson, Christian Bratina, and James Koser. Also present were Chief Plant Operator Ted Donoghue and Recording Secretary Ann Combs.

Absent: William Buckley, Robert D'Andrea, David Geiger and Public Works Director Jack Healy

**SEATING ALTERNATES:** Chairman Wilson appointed Alternate Christian Bratina to be seated as a regular member.

**MINUTES:** The approval of the March 13, 2014 minutes was tabled due to lack of quorum of attendees at that meeting to vote.

**BUSINESS:**

**1. Public Requests**

- a. Litchfield Athletic Club:** Alan Landau was not present. Chairman Wilson explained that the Athletic Center's water leak, they will pay two quarters worth of bills and then the bill will be adjusted according to the flow change. They have cut their EDU's from about 15 to 7.5.

**2. Executive Session – Discuss Pending Legal Action:** No executive session

**3. Safety:** Ted Donoghue reported no incidents since last meeting.

**4. Commissioner's Requests:** D. Wilson reported that at the Harwinton meeting, Ray Drew went through what Torrington's upgrade will involve. The engineer's estimate now is \$52 million, with 22% in grants. There will be a 30% grant rate for nutrient removal. There is a bill in Hartford now to raise the grant rate to 50% for phosphorus removal for five large select plants. With the Commission's approval Chairman Wilson said he will ask the First Selectman to write a letter to legislators to require the State to give a 50% rate to everyone who is required to do the phosphorus removal. C. Bratina said it is actually more of a fiscal burden on the smaller towns. It would help the Torrington upgrade by about \$2 million. We finish paying for the 1970 upgrade next year. The first payment on the new upgrade will be double (projected for 2019), due to interest on funds used during construction.

**5. Public Works / Treatment Plant Report:** T. Donoghue reported the flow was higher for March, with average daily flow at 657,000 gallons. Sludge removal totaled 110,500 gallons, mainly because the polymer pump was out from March 4<sup>th</sup> to the 25<sup>th</sup>. This resulted in an additional \$6,000 incurred in necessary sludge hauling. The new pump (\$1,518) is working very well, and he hopes to see cost savings over the next three months to make up for the extra paid out in hauling. BOD removal was 93% and TSS removal was 95%. The nitrogen was 30 lbs. His comparison chart shows the plant ahead of last year. Aeration blower #2 was sent to Hercules Compression for repair. Total cost will be only \$4,200, compared to Ingersol Rand, who was much higher. Addison Electric replaced two limit switches on two flight motors, and they can now be run in auto mode from the SCADA. They also hooked up an exhaust fan to the light switch in the sludge thickening room for proper ventilation of

the room when the thickener is running. On March 28<sup>th</sup> the cable for anoxic mixer #2 fell into the tank, got tangled in the impeller and tripped the power. There are not enough cranes, so they have to move them around to the motors for the mixers. They fix them to the railing with zip ties, and one of them broke, causing the cable to fall into the tank. On March 30<sup>th</sup> when Ted reported to the plant, he found the clarifiers hydraulically overloaded due to the rain. Since the water could not drain out, there was a partially treated bypass of 0.309 MGD of denitrified solids over the weir in secondary clarifier #2 and #3. He opened the two other gate valves to reduce the overloading. The incident was reported to DEEP.

Ted reported they did also pull BOD samples from Arethusa. The average BOD was 2600 and 36 Mg/liter. A new meter will be put between the dairy and the restaurant. D. Wilson asked him to get the bill out to Sandy. The new flow meter was installed at the end of the month. Ted then reported a trouble call on Gallows Lane. There was an old drainage pipe with water gushing out. It was not a sewer pipe, but he needs to check further. The State has some grant money for I&I rehabilitation according to Diane Duva from the State who is running the program. He will follow up on it for the next meeting. The Morris ultrasonic meter broke on the 28<sup>th</sup> so there were no reports of flows for Friday, Saturday and Sunday. He has a loaner, and there have been no penalties.

- a) **Budget FY 2014-15 Final Approval:** D. Wilson said revenues were harder to budget in sewer usage and prior year sewer usage, but they left it the same. Under Revenue, they changed the collection rate to 92%. Ted explained the percentages for the fringes. C. Bratina said we are losing \$70,000 a year and should be recouping \$35,000. He asked to verify the percentages thinking something is funny with the income numbers because they don't seem to be recouping losses each year. The Revenue figures for 12/13 and 11/12 are questionable, as they are exactly the same for both years. Mr. Bratina said he would still like some honest numbers from the Town, as they still don't know where the CNR fund balance is. T. Donoghue asked about timing with the budget. C. Bratina said they can't approve a budget until they know what the monies are, and monies are missing for prior year sewer usage that the Town is not giving us. D. Wilson will get five years of receipts reports to see how it tracks. D. Wilson said they need to know if the fringe numbers are correct. C. Bratina suggested they ride with the duplicate salary. It will be conservative, but wanted to leave it in. They may need another person, as vacations are a problem. D. Wilson will check on the prior year sewer usage.
- b) **SCADA:** Ted said the project is completed so it can work on auto. C. Bratina wanted him to do an annual flow meter calibration, which Ted said was just done. Mr. Bratina emphasized that it should be done by an outside party. C. Bratina will get him a curved piece of sheet metal to straighten the flow.
- c) **Easements:** D. Wilson didn't think anything has happened for a while.
- d) **Equipment – Influent Grinder(s):** T. Donoghue said he had received three quotes on the grinders. Jack Healy helped him with the bid proposal. He will wait to see what is in the CNR fund.
- e) **Septic:** Discussed above in plant report.
- f) **Energy – Tracking of Energy Consumption and Costs:** Ted showed his tracking chart and said he would be tracking both TransCanada and CL&P usage.

**g) Operational:** D. Wilson said right now they are at 75% of the year and 72% for spending. They might have to make a move to cover the overtime budget. Ted said it should subside with SCADA being complete. D. Wilson said they should be talking about the six-month review for Ted. C. Bratina asked Ted to write down a list of the equipment he'll be needing for budgeting purposes.

## **6. Financial Report**

**a) Budget Report 2013-2014:** Ted said that in the 3201-52111 budget line, due to high sludge hauling bill, he used up the open PO and he had to do a new one, but Munis wouldn't let him because there was not enough funding in the whole area. So he might have to transfer some money out of permanent full time into 52111.

**b) Motion:** C. Bratina moved to transfer \$30,000 from permanent fulltime (3201-50103) to professional services other (3201-52111). J. Koser seconded, all voted aye and the motion carried.

**7. Quarterly Goals and Objectives:** D. Wilson said Ted was doing a good job with the plant.

**8. Adjournment: Motion:** C. Bratina moved to adjourn at 9:28 p.m. J. Koser seconded, all voted aye and the motion carried.

Respectfully submitted,

Ann D. Combs, Recording Secretary