

**LITCHFIELD WATER POLLUTION CONTROL AUTHORITY
REGULAR MEETING
29 Stoddard Road, Bantam, CT 06750
July 10, 2014 ~ 7:30 p.m.**

CALL TO ORDER: Acting Chairman David Geiger called the meeting to order at 7:32 p.m.

ROLL CALL: Present: David Geiger, David R. Wilson (7:40 p.m.), James Koser, Robert D'Andrea. Also present were Chief Plant Operator Ted Donoghue, Public Works Director Jack Healy and Recording Secretary Ann Combs.

Absent: Christian Bratina, William Buckley

SEATING ALTERNATES: None present

MINUTES: a) April 10, 2014: This item was tabled, as there was not a quorum of members present at the 4/10/14 meeting available to vote.

b) June 12, 2014: Motion: J. Koser moved to adopt the minutes of 6/12/14 and R. D'Andrea seconded. All voted aye and the motion carried.

BUSINESS

1. Public Requests: None

2. Safety: J. Healy reported no accidents and no training sessions held. He is working with CIRMA on a training matrix. No Safety and Health meeting was held in June. The next meeting is September 10, 2014.

3. Commissioner's Requests: None

4. Public Works/Treatment Plant Report

a) Easements: J. Healy reported nothing new with the Zuraitis easement. He has finalized six more easements.

b) Equipment - Influent grinder(s) going to bid: Ted said they will put out a bid for the influent grinder. It is ready to go, but he's waiting for CapNR funds.

c) Authorize Expenditure from Fund 66 totaling \$56,900 for NIC/DEEP denitrification instrumentation project: Over \$40,000 has been awarded from the USDA grant, but we must pay \$56,900 from Capital Nonrecurring before being reimbursed for \$40,000. **Motion:** R. D'Andrea moved to authorize the payment of \$56,900 from Fund 66 with the understanding that the State of CT will reimburse in the amount of \$40,000. J. Koser seconded the motion, all voted aye and the motion carried. David R. Wilson arrived here at 7:40 p.m. and took over the chairmanship.

d) Septic: Ted said they did very well for June, processing a total of 122,450 gallons of septage, which was 45,000 gallons more than last June. They are also off to a strong start for July.

- e) **Energy:** Ted said they are doing better after the winter and using less energy than last year. D. Wilson said the Litchfield Energy Task Force will be invited to attend next month's meeting.
- f) **Operational:** Ted reported continued maintaining of permit compliance. The average daily flow for June was 341,000 gallons, about half of the flow for May. The daily average of total nitrogen released in the Bantam River was 10.75 lbs/day. They are running two tanks and putting less than 4 mg nitrogen into the river from the samples. They are also increasing the sludge age. ISO New England conducted their seasonal test on June 10th. Unfortunately the communication device to record participation in the event was malfunctioning. It was subsequently repaired by ISO New England on Jun 20th. Ted reported he and Jack Healy met with Mike Rendulic from the USDA on June 17th. There are loans to update private laterals for I&I. We do qualify for up to \$10,000 in grant money for the initial I&I study. Flusher truck maintenance was conducted at Brandywine on June 18th. The DEEP took down the large tree at the Northfield pump station on Jun 19th. Ted suggested looking into replacing the bubbler meters with the Ultrasonics once they have a better idea of money left in Fund 66. There was an issue yesterday at 181 Circle Drive with a line buried in the manhole. They had to flush the basement of the house. That area is problematic so he plans to check other locations in this neighborhood next week. At Wells Run, the pump overprimed and shut down. Smith and Loveless tech support instructed Ted on how to get it working. There was a report of a line leaking on High Bridge Road. After investigating, Ted concluded it was condensation. He will check on it again tomorrow.

5. Financial Report

- a) **Closing of the Fiscal Year:** Encumbrances were one of the biggest issues from last year. Ted said he did not zero out every open purchase order before the end of the fiscal year. The left-over money went into a holding fund and then goes into Fund 66 for the next year. He will now avoid the hanging balances by zeroing the purchase orders out. The money Finance Director Rose Bouchard found hanging from past years will be transferred into Fund 66 (CapNR). D. Wilson spoke about and explained assessment accounts, which are projects that were bonded, showing the money that was paid off on those projects. Current open assessment contracts are: Northfield, Meadow Street, Torrington Road, and Litchfield center. He explained how the assessments work and that they are completely outside the operating budget.

- 6. **Quarterly Goals and Objectives:** Jack Healy said for this quarter the priorities are the influent grinder and finishing up loose ends with the SCADA system. He also wants to complete the purchase of equipment for the DEEP grant. Ted hopes it will be done by the next meeting.

- 7. **Adjournment: Motion:** D. Geiger moved to adjourn at 8:29 p.m. and J. Koser seconded. All voted aye and the motion carried.

Respectfully submitted,

Ann D. Combs
Recording Secretary