

LITCHFIELD WATER POLLUTION CONTROL AUTHORITY
Regular Meeting
29 Stoddard Road
Bantam, CT 06750
April 14, 2011 ~ 7:30 p.m.

CALL TO ORDER: Chairman David R. Wilson called the regular meeting to order at 7:35 p.m.

ROLL CALL

Present: David Geiger, William Hartman, David R. Wilson, and James Koser. W. Hartman was seated as a voting member. Christian Bratina arrived at 7:42 p.m. and was also seated as a voting member.

Absent: William Buckley, Kevin Kelley

Others Present: Ted Legendre, Plant Superintendent; Ann Curtis, Recording Secretary; Jack Healy, Director of Public Works, Mrs. Skrehota of the Bantam Inn

MINUTES

a) Special 3/17/11 Minutes: It was pointed out that under "5. Budget," the next to last bullet should read, "Page 5 Sewer Usage Fees will change to \$846,486 with rate increase budgeted at \$24/yr./EDU. **Motion:** D. Geiger moved and J. Koser seconded a motion to approve the 3/17/11 special minutes as amended. All voted aye and the motion carried. *[C. Bratina arrived at this point at 7:42 p.m.]*

OLD BUSINESS

1. Public Requests

George Skrehota (Bantam Inn): Mrs. Skrehota was present and requested the WPCA waive the requirement for a grease separator. They are the only ones working in the kitchen and control the pre-cleaning of the dishes to prevent grease from going down the drain. They have a grease trap under the sink and dishwasher. Business is very slow and they are running on loans. They have 4 EDU's; one for their apartment and 3 for the restaurant and are on a private well. T. Legendre has inspected and said he has never had a problem in 40 years. D. Geiger said that as a Class 3 restaurant they require a grease separator by July, 2011 and could not be exempted, but suggested delaying implementation. **Motion:** D. Geiger moved to delay implementation of the statute until the end of calendar year 2011, at which time they will be required to install a grease trap or give the reason for another extension. This is subject to getting a water meter on the inflow from the well to show diminished usage. W. Hartman seconded the motion, all voted aye and the motion carried.

Litchfield Community Center: They have requested the WPCA waive the requirement for a grease separator. J. Healy said that this is similar to the situation with the Congregational Church, with a 50,000 gallon/yr. flow and where the food is prepared off site and brought on site to serve. T. Legendre read the item and motion that was made on 12/9/10 for action with the Congregational Church. D. Wilson asked him to send a letter to the Community Center similar to the one he sent to the church. That motion considered the church as a diminished flow and excused them from the requirements for an AGRU and instructed the Superintendent to verify annually that the conditions have not changed, and they also asked that the church send a letter certifying their low flow. **Motion:** C. Bratina moved to consider the Community Center diminished usage at this point until we further define diminished, conditional upon their expansion that they install a grease trap as required, and that they report annually that the conditions have not changed. D. Geiger seconded the motion. Upon voting all voted aye and the motion carried.

Litchfield Car Wash: They would like the WPCA to waive the interest fees, but they have not paid their sewer usage bills since June of 2010. Now they have begun a payment plan of \$1,000/month. C. Bratina thought that non-payment should not be rewarded. **Motion:** C. Bratina moved to decline their request, and J. Koser seconded. All voted aye and the motion carried.

2. Safety: J. Healy reported that at the last Safety Committee meeting there were no injuries, but one ongoing claim. He is working on the Safety Manual, and the CIRMA representative, John Kauffman, will review the chapters as Jack goes through them.

3. Commissioner's Requests

a) Septic Haulers: Gillette, Morosky and Northwest Septic are the three haulers now, and D. Wilson will suggest other haulers. They are not being charged a registration fee. They are shipping one truck per week now. J. Healy asked for the data sheet that was discussed.

b) Illicit Connection: D. Wilson got a call from the Litchfield Courthouse about an illicit connection (septic pump). The Courthouse requested that the WPCA stop billing for it. T. Legendre will inspect.

c) Silt into Meters: T. Legendre sent an email to Torrington on the quarterly report on flows for the Hart Drive and Torrington Road meters that shows the daily flows for Torrington Road have gone up. T. Legendre says he checks it before and after cleaning out. There are some leaks where silt is seeping in and getting into the meter. He will continue to monitor it.

4. Morris Meter and New Meter: D. Wilson said he talked to Mr. Doyle but has not yet met with him. Rick Nash, New England Environmental Equipment, told J. Healy that the meter there belongs to them, and they have given him an updated quote for that meter plus a non-resettable counter. There has not been a meter in Northfield in a couple years, and J. Healy got a quote of \$2,881 from Rick Nash. He reported receiving the letter he had requested from him for the Torrington Road meter. After he talks to Rick for clarifications to the letter, he will forward the final letter along with Ted's affidavit, and they will be done. They then discussed the paper jam that caused irregularity in the flow on the trapezoidal flume between Feb. 10th and Feb. 16th. [*Bill Hartman left at this point, 9:02 p.m.*] D. Wilson commented on the high and low readings on the March-11 report, with a rainstorm between Mar. 6th and Mar. 12th.

5. Public Works Director Priority List of Items (SCADA):

I & I: J. Healy reported they saw the break in the line at the Litchfield Firehouse with a crawler camera. The break is where the line goes to the fire hydrant. There was also root infiltration from the trees in the area. They will have to dig up and replace the pipe and remove a tree. On Sheldon Lane they used the camera again and found the lateral to the house plugged about 9' up the line. The pipe was collapsed at 25' from the manhole. Possible solution is to plug the lateral to eliminate it and run a newly-positioned lateral to the manhole. They could plug the old lateral at about 10' or at the manhole.

Nitrogen Meter: The letter went in for the nitrogen meter, and they have asked for more information. J. Healy will respond soon.

Wells Run: J. Healy said he met with the Housing Authority and they are going to fix the areas of the sidewalk and around the pump station. The generator should be in by 4 – 6 weeks.

Website: J. Healy said the Town website will be going live and the WPCA area will include the regulations, specifications and any applicable applications that are required. Insurance and hold harmless agreements will also be available. Mr. Paul has asked that the WPCA include its budget on the website.

SCADA: T. Legendre reported Andy Sincali worked all day today, resulting in communication between the flow meter and the flow proportionate for the UV. T. Legendre reported three VFD's are bad, and he will get information along with cost next week. He hopes to install and hook up next week and support it.

Solar Panels: J. Healy said free solar panels are available now to municipalities, with a \$1.00 lease for five years. We can save from \$90 - \$180 per month on utility bills. He has submitted the location for inspection. We are eligible for two panels because there are two meters. The process will take 3 -4 months.

5. Budget – Fiscal 2011-2012: T. Legendre said he has made the adjustments. Further adjustments were made as follows:

- FICA will be changed to 6.2%.
- Sludge processing 1st column increased to \$51,000, and 3rd column to \$48,000
- C. Bratina asked that employee's positions be noted under 313202-50103
- C. Bratina noted that Capital Outlay 55203, p. 4, be labeled "Transfer from Operating to Cap-NR". He suggested projecting expenses to see what is needed for Cap-NR.
- D. Geiger said the fund balance, p. 5, is only for 8 months and is not correct as of now – Need to know what was left over as of 6/30 last year – thinks fund balance is more like \$300,000
- Because sludge line was changed, total expenditures changes to \$1,092,259 projected, and next to last line p. 5, Transfer from Fund Balance, changes to \$81,278 and Total Revenue changes to \$1,092,259.

Motion: C. Bratina moved to approve the budget for a total of \$1,092,259 for fiscal year 2011/2012. J. Koser seconded, all voted aye and the motion carried.

NEW BUSINESS

1. User Fees: A public hearing will have to be set for May. It was agreed to set it for May 12 at 7:00 p.m. at the Litchfield Firehouse. The user fee rate will increase by \$2.00/month/EDU, or \$24.00/yr./EDU. D. Wilson will get an article explaining the increase to J. McKenna for the newspaper in addition to the public notice. J. Healy said this can also go on the new website.

2. I & I: Rick Nash's quote for the portable meter will include a price for a couple different size rings. The portable meter can be used with Jack's laptop to operate while Andy is using Ted's. See additional I & I discussion under Pubic Works Director's Priority List above.

3. Treatment Plant Report: T. Legendre reported that the plant ran well in March, even with all the rain. He continues to monitor and check for new EDU's to be sure they are being charged. They are checking hot spots within the collection system, repairing areas in need of service. Andy Sinicali of US Automations was in twice to correct issues. The system is working for flow pacing and he is looking into the VFD's. T. Legendre has been visiting the restaurants to check on AGRU's. The plant is running very well with the exception of ammonia to nitrate.

4. Adjournment: Motion: D. Geiger moved to adjourn at 10:38 p.m. and C. Bratina seconded. All voted aye and the motion carried.

Respectfully submitted,

Ann D. Curtis
Recording Secretary