

**LITCHFIELD WATER POLLUTION CONTROL AUTHORITY**  
**Regular Meeting**  
**29 Stoddard Road**  
**Bantam, CT 06750**  
**January 9, 2014**

**CALL TO ORDER:** David R. Wilson called the meeting to order at 7:36 p.m.

**ROLL CALL:**

Present: Chairman David R. Wilson, William Buckley, David Geiger, Christina Bratina and new member Robert D'Andrea. Also present were Chief Plant Operator Terrence "Ted" Donoghue, Public Works Director Jack Healy, Attorney George Simoncelli and Recording Secretary Ann Combs.

Absent: James Koser

**SEATING ALTERNATES:** D. Wilson appointed Alternate Christina Bratina to be seated as a regular member in J. Koser's absence.

**MINUTES: Motion:** D. Geiger moved to approve the minutes of December 12, 2013 and C. Bratina seconded. All voted aye except R. D'Andrea, who abstained, and the motion carried.

**BUSINESS:**

1. **Public Requests:** None
2. **Executive Session to Discuss Pending Litigation: Motion:** W. Buckley moved to go into executive session at 7:39 p.m. to discuss pending litigation with all commissioners in attendance except R. D'Andrea, who recused himself. Secretary A. Combs also stepped out. Also in attendance was Ted Donoghue, Jack Healy and Attorney George Simoncelli. D. Geiger seconded the motion, all voted aye and the motion carried. They came out of executive session at 8:32 p.m. with no action taken. R. D'Andrea resumed participation in the meeting. Mr. Simoncelli then left.
3. **Safety:** Jack Healy said there were no accidents or injuries. CIRMA will do site inspections to help with the audit. The safety exhaust fan switch was installed for the sludge pumping chamber and is now operable. He reported inspection of the manhole on Roosevelt Avenue that was the site of a fall. The area is under a light and one side of the cover was below street grade by 1-1/2". There was no recorded documentation.
4. **Commissioner's Requests:** None
5. **Public Works / Treatment Plant Report:**
  - a. **Easements:** J. Healy gave an update of easements for Contract 17 and 18. He has made second prints of easements at Town Hall and has gotten little response back. Two residents have refused the easement. He will continue to contact people and request they sign the easement and send it back.
  - b. **SCADA:** Ted Donoghue said work is continuing but slow with holidays and bad weather. All new programming is in place and OITs screens installed. Three VFD's have been installed

but do not match up with the wiring. He and J. Healy will call Ron Bergeron, NIC, tomorrow to discuss the status of the project and costs.

- c. **Equipment:** Ted said he would get some quotes on the grinder. The safety exhaust switch was installed for the sludge pumping chamber.
- d. **Septic:** A total of 58,250 gallons of septage was processed in December.
- e. **Energy:** Ted is working on obtaining DEEP grant money for new instrumentation for biological nitrogen removal and improved energy efficiencies. He will need to get three quotes.
- f. **Operational:** BOD removal for December was 99% and TSS removal was 99%. The daily average of total nitrogen released was 27.5 lbs/day. Plant processes included raising MLSS in both aeration basins to maintain nitrification during the winter months.

## 6. Financial Report

- a. **Budget Report 2013-2014:** Commissioners reviewed the budget and questioned certain line items. Ted will see Stacey in Finance to check month to month on some items. D. Wilson is still asking for the amount of money left from last fiscal year and the prior year that can be transferred into Capital Non-Recurring, and C. Bratina asked for the Capital Non-Recurring balance on June 30<sup>th</sup> for the last two years. D. Wilson will talk with Rose Bouchard for an explanation. C. Bratina asked for the audit for the last year on the WPCA. D. Geiger said he has the item on the Board of Finance's agenda for Monday. Next month the WPCA will start on the budget process.

7. **Quarterly Goals and Objectives:** No report.

8. **Adjournment: Motion:** D. Geiger moved to adjourn at 9:14 p.m. and C. Bratina seconded. All voted aye and the motion carried.

Respectfully submitted,



Ann D. Combs  
Recording Secretary