

**LITCHFIELD WATER POLLUTION CONTROL AUTHORITY**  
**REGULAR MEETING**  
**29 Stoddard Road, Bantam, CT 06750**  
**July 9, 2015 ~ 7:30 p.m.**

**CALL TO ORDER:** Acting Chairman Bill Buckley called the meeting to order at 7:38 p.m.

**ROLL CALL:** Present: David R. Wilson 7:41 p.m., Christian Bratina, William Buckley, and James Koser. Also present was Ted Donoghue, Plant Superintendent, and Recording Secretary, Ann Combs  
Absent: David Geiger, Robert D'Andrea, and Public Works Director Jack Healy

**SEATING ALTERNATES:** W. Buckley appointed Christian Bratina as a regular member. David Wilson arrived and took over the chairmanship.

**MINUTES**

**Regular June 11, 2015: Motion:** J. Koser moved to adopt the meeting minutes of 6/11/15, and D. Wilson seconded. All voted aye and the motion carried.

**BUSINESS**

- 1) **Public Requests:** None
- 2) **418 Torrington Road Update:** T. Donoghue said he has received two quotes - one from Osoweicki and one from Pepper. The Litchfield WPCA will take ownership of the stub that will run across the street to the proposed new manhole connection on the south side of Torrington Rd.
- 3) **Safety:** T. Donoghue said there has been no training and no incidents since the last meeting. Sexual harassment class will be held on the 17<sup>th</sup>.
- 4) **Commissioners' Requests:** None
- 5) **Public Works/Treatment Plant Report:** T. Donoghue reported maintaining permit compliance. The average daily flow for June was 360,000 gallons and the total flow was 10.811 MG. They removed 65,000 gallons of sludge. June's effluent BOD removal was 99% and TSS removal was 98%. The daily average total nitrogen released was 3.3 mg/L or 9.9 lbs/day.

On 6/8/15 he increased the DO set point to 4.5 mg/L due to ongoing issues with filamentous bacteria and possible heavier loading from Arethusa. On 6/17/15 he met with Chris Casiello to discuss loading on the system and their production schedule. On 6/24 he met with Peter Martin, Arethusa's plumber, to go over the entire system. The dairy is putting in a lot stronger BOD with increased cheese productions. The big concern is the PH, and our sewer use ordinance says 6.0. Arethusa has a PH monitoring system but they have not been using it, so now they will repair it. We will be more vigilant collecting grab samples and will get a better picture of load and TSS. C. Bratina said we have a billing method for excess BOD and TSS, but we should tell them in writing by certified mail that they must correct the PH in two weeks to maintain a minimum of 6.0, or risk being in violation. He asked that in the letter we require that they continuously monitor and report the minimum PH and have a treatment system maintain over 6. Ted will draft the letter for review. In reviewing the report, the group found the units were confusing. Ted was urged to keep on top of Arethusa to control their PH. C. Bratina asked him to cite the sewer use ordinance in the letter. They have a caustic addition

system and are in violation. Also, is the grease trap adequately sized for the grease they are processing? Copy in the State on the letter.

In other plant matters, on 6/18/15 they turned off the misters on both aeration tanks. On 6/9/15 ISO New England annual audit was performed. On 6/16/15 they performed preventative maintenance on the collection system at Forman School. Finally, on 6/23/15 Kevin Jacoby, Custom Environmental, conducted bench tests on polymer, resulting in switching to an 846C from the current 821C to improve sludge thickener performance.

- a) **Easements:** 169 LLC South St. – Ted will check with Jack.
- b) **Operational:** T. Donoghue reported maintaining the west tank to check on diffusers condition before draining. The tanks have never been drained. He would like to do another nitrate return pump but would like to check the diffusers first. He then talked about bulbs and ballasts. He then discussed the Hart Drive and Torrington Road Flow Data chart. Next they discussed the Morris Usage Charge for FY 14-15. W. Buckley said Torrington should do the same report.
- c) **Open Position for Assistant Plant Operator:** Ted said they interviewed three candidates, offered the position to two, but both declined due to benefits and pay. They will do a wider dispersion with the ad (under Wastewater, not Assistant) and require the CDL. C. Bratina urged Ted to go ahead and put the ads in the free trade publications. We will help them get the Class 2 license.
- d) **Septic:** T. Donoghue reported processing a total of 147,150 gallons of septage in June, an increase of 16.8% over last year. They spent a little more on polymer this year, but processed a lot more, getting a much better yield.
- e) **Equipment:** No report.
- f) **Energy:** Referring to the KW usage chart, Ted showed a 6% reduction in use.

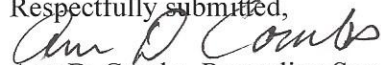
**6. Authorize Expenditure from Fund 66 Totaling Up to \$40,000 for an Extended Cab Pickup Truck:** Ted said the bid process has to be followed and funds have to be authorized before Ted can start shopping. **Motion:** W. Buckley moved to authorize the expenditure from Fund 66 up to \$40,000, for T. Donoghue to shop for the extended cab pickup truck and then bring bids back for review. C. Bratina seconded, all voted aye and the motion carried.

**7. Financial Report and Year-End Close:** T. Donoghue reported doing much better with encumbrances. Electric is looking good. The labor numbers are not yet up to date. There will be an adjustment on fringe benefits (fringes were 70% of salaries last month). D. Wilson said they can't operate that way. Ted is on a fact-finding mission to see what Public Works is doing, but has no answers yet. D. Wilson reported on Sandy's draft, saying we have 92% receivables of the current year and 54% of the prior year.

**8. Quarterly Goals and Objectives:** Ted said the Class 4 exam went well and seemed not as intense as the January exam.

**9. Adjournment: Motion:** W. Buckley moved to adjourn at 8:50 p.m. and C. Bratina seconded. All voted aye and the motion carried.

Respectfully submitted,



Ann D. Combs, Recording Secretary