

LITCHFIELD WATER POLLUTION CONTROL AUTHORITY
REGULAR MEETING
29 Stoddard Road, Bantam, CT 06750
November 12, 2015 ~ 7:30 PM

CALL TO ORDER: David Geiger, Interim Chairman, called the meeting to order at 7:34 p.m.

ROLL CALL

Present: Christian Bratina, William Buckley, James Koser, David Geiger, Ted Donoghue, Plant Superintendent, and Ann Combs, Recording Secretary. David R. Wilson arrived at 7:35 p.m.

Absent: Robert D'Andrea

SEATING ALTERNATES: D. Geiger appointed Alternate Christian Bratina as a regular voting member.

MINUTES

a) Regular October 8, 2015: Motion: J. Koser moved to approve the regular October 8, 2015 minutes and W. Buckley seconded. All voted aye except C. Bratina who abstained because of absence, and the motion carried. Mr. Geiger turned the meeting over to Chairman David R. Wilson, who arrived at this point at 7:35 p.m.

BUSINESS

1) Public Requests: None

2) 2016 Litchfield WPCA Regular Scheduled Meeting Dates: Motion: D. Geiger moved to approve the proposed meeting dates for 2016 as published. W. Buckley seconded, all voted aye and the motion carried.

3) Submitted Bids and Recommendation for the New 4X4 Truck: Ted said he received 5 bids in total on 2016 vehicles. He recommended awarding the bid to Davidson Chevrolet because of the better warranty and 8-ft. bed. It will be used for driving around, work at meter stations and plowing. Delivery would be in 6-8 weeks. The existing plow is old, has holes in it and would not fit the new truck's mount, as Fisher no longer makes blades for it. Ted recommended buying a new plow and presented quotes. D. Wilson suggested asking Goff to check the State bid for the Boss plow. The Commissioners asked Ted to go back to the dealers and get quotes with the extras added in. The State bid also needs to be checked. They want to get the best bids and are not sure Ted got the best prices this way. Ted said to do this, the bids would have to be thrown out and start over. They asked him to rebid for a complete, fully dressed truck. **Motion:** W. Buckley moved to table this discussion to next month, have Ted get a State bid price and rebid the truck fully dressed including plow, a 2015 or newer truck. D. Geiger seconded. Upon voting all voted aye and the motion carried.

4) Review of Capital Plan: Ted explained the Capital Plan and will have a hard number next month that will be transferred into the fund balance. The second page described the prioritized maintenance plan, and the third page included prioritized items in the next five years. Mr. Buckley would like him to put an advertisement package together, for review first, to go out for qualifications for an I&I study. After selecting a team, then a scope can be developed, and then a firm can be authorized to work based on a contract. W. Buckley will get a sample request for quals. D. Wilson asked T. Donoghue to extend the Capital plan out into later years.

- 5) **Torrington WPCA Projected Future Flow Capacity:** Looking at the Torrington side of the collection system, Ted showed a summary of current connections and historical flows. The other sheet shows current and proposed zoning changes by street. There is the potential to grow, but W. Buckley questioned the need for 150,000 gallons capacity; maybe 100,000 is enough. We're at 25,000 average now and have 150,000 capacity. Our contract is gone and we need to negotiate a new contract with Torrington. Mr. Wilson said we will look at their inter-municipal proposal and comment. Mr. Buckley said we will need to have a negotiating committee, but D. Wilson thought the WPCA could do it. They will find out. C. Bratina asked when a decision has to be made on capacity request, as their numbers are based on the 150,000. **Motion:** C. Bratina moved to discuss with Torrington reserving 100,000 gal/day capacity for Litchfield. W. Buckley seconded. He asked to find out what the formal mechanism is, whether a committee is needed for negotiation or just the WPCA. All voted aye and the motion carried.
- 6) **Safety:** Ted said there were no incidents to report. Defensive driving for Jim Hill will be next week. Ted has a training check list to follow for the employees. He attended CIRMA training for incident reporting.
- 7) **Commissioner's Requests:** None
- 8) **Public Works / Treatment Plant Report**
- a) **Easements:** Ted has all Jack's information here in his office. D. Wilson said they need to talk about George Simoncelli's fees and service. C. Bratina said maybe they should send letters to property owners if they are not going to secure all the easements.
- b) **Operational:** T. Donoghue reported average flow up a little with the rain event. BOD and TSS removal was 99%. Daily average total nitrogen discharged was 4.9 mg/L or 10.7 lbs/day, a couple lbs. higher than average since July. Year to date they are at 15.8 lbs. Much manhole work was done, including P&G Pepper construction rehab behind DiFranco's and filling and capping an abandoned manhole on the Green. Higgins Tree Service did extensive pruning on trees on sewer plant grounds. On 10/28/15 Ted attended the Atlantic States Seminar. Preventive maintenance was conducted on the Circle Drive line, including Bantam Village, and they found and cleared a possible blockage issue.
- c) **Septic:** They processed a total of 145,750 gallons of septage in October, a 20% increase over last October. They are currently at a 15.6% increase over last year for July – October, 2015.
- d) **Equipment:** Terex installed replacement parts on the electric jib.
- e) **Energy:** T. Donoghue referred to the report, highlighting a saving by using the rate 30 instead of 35.
- Ted said he's proposed some minor changes to Article IX, Site Plan and Erosion and Sediment Control Plan, in a letter dated 11/2/15 to Land Use Administrator Dennis Tobin.
- 9) **Financial Report and Year-End Audit Results:** T. Donoghue said we're on track and fully staffed. They are slowing down with repairs going into the winter. Labor numbers are behind and the debt has not yet been added by Finance, so he added it. C. Bratina and W. Buckley said the data should be current with entries made. D. Wilson said he talked to Leo Paul about comparisons with fringes.

10) Quarterly Goals and Objectives: The new Public Works Director should be on board soon.

11) Adjournment: Motion: D. Geiger moved to adjourn at 9:30 p.m. and W. Buckley seconded. All voted aye and the motion carried.

Respectfully submitted,

Ann Combs, Recording Secretary