

LITCHFIELD WATER POLLUTION CONTROL AUTHORITY
REGULAR MEETING
29 Stoddard Road, Bantam, CT
November 13, 2014 ~ 7:30 PM

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

ROLL CALL: Present: Chairman David R. Wilson, William Buckley, Robert D’Andrea, Christian Bratina, and James Koser (7:42 pm.) Also present were Superintendent Ted Donoghue, Public Works Director Jack Healy and Recording Secretary Ann Combs.
Absent: David Geiger

SEATING ALTERNATES: Chairman Wilson seated Christian Bratina for regular member David Geiger.

MINUTES

- a) **Regular August 14, 2014: Motion:** W. Buckley moved to approve the 8/14/14 minutes and C. Bratina seconded. All voted aye and the motion carried.
- b) **Regular October 9, 2014: Motion:** W. Buckley moved to approve the 10/9/14 minutes with suggested changes by C. Bratina incorporated. C. Bratina seconded, all voted aye and the motion carried. The minutes will be amended and refiled.

BUSINESS

1) Public Requests

- a) **Samantha Tilley, 810 Bantam Rd:** Ms Tilley has requested a reduction to zero for sewer charges until the restaurant is up and running. They are renovating now and not yet open. D. Wilson asked Ted to speak to her about needing a grease trap. **Motion:** W. Buckley moved to deny the request in accordance with the regulations, Section 10.01 Sewer Use Charge, Section 4. C. Bratina seconded, all voted aye and the motion carried.

- 2) **Safety:** There were no injuries to report. J. Healy said they are meeting with CIRMA Dec. 4th to establish next year’s training schedule.

- 3) **Commissioner’s Requests:** R. D’Andrea suggested seeking publicity on the plant system and how it eliminates diseases, explaining training that is done, and the safety record of the plant. D. Wilson said he has spoken to Republican-American reporter John McKenna.

- 4) **Approve 2015 WPCA Meeting Dates:** Ted will prepare the list of 2015 regular meetings for approval at the next meeting. It was agreed to vote only on the January meeting. **Motion:** W. Buckley moved to meet the second Thursday in January [Jan. 8, 2015]. C. Bratina seconded, all voted aye and the motion carried.

- 5) **898 Bantam Rd. Possible New Connection:** The lateral was never removed from Tom Perrone’s original building after the new house was built. **Motion:** W. Buckley moved to bill for the current sewer year and going forward for both buildings. J. Koser seconded, all voted aye and the motion carried.

6) **Detailed Definition of What Specifically Constitutes as an EDU:** D. Wilson passed out a sheet with EDU comments that are our practice for Sandy's purposes in explaining to customers. C. Bratina thought No. 2 should indicate "separate dwellings" instead of "separate buildings," and they really need to define "dwelling unit." W. Buckley added that for clarification, there should be a relationship to what Zoning allows. D. Wilson said they would keep this in the folder for added changes. R. D'Andrea said he would work on the definition of "lateral" to match language in the regulations.

7) **Public Works / Treatment Plant Report**

- a) **Easements:** J. Healy has been sending out easements and talking with people; they are supposed to stop in to see R. D'Andrea at his office. D. Wilson asked them to follow up with the residents and get the easements signed to reduce liability.
- b) **Operational:** The plant has been running well with both BOD and TSS removal at 99%. Daily average nitrogen released was 11.2 lbs/day. Year to date is at 21.6 lbs/day with two months to go. If they get it to 20, it would be an improvement over last year. Preventative flushing maintenance was conducted at Forman School and Circle Drive. The FTS mixer broke down in October and went out for repair today. A plant alarm on October 20th was due to a tree branch falling on wires. The tree has been removed to prevent future incidents.
- c) **Equipment- Influent Channel Grinders Delivered and Scheduling Installation:** The Muffin Monsters were delivered and will be installed, hopefully next week.
- d) **Septic:** Ted reported 116,500 gal. septage processed during October, 19% ahead of last year.
- e) **Energy:** Usage is down, 9% less than last fiscal year. Ted is trying to watch the peak demand. C. Bratina asked about installing a boiler, and Ted said he needs to follow up on the audit first.
- f) **Morris Flow Meter Update:** The new meter has been delivered to the plant, and NIC will assist in the installation so they can begin charging Morris on their actual flow. The plan is to run it on solar with battery backup. Ted said the agreement still has to be resolved and D. Wilson said he would take care of it. D. Wilson will draft a letter to send.
- g) **Grease Trap Inspection Report:** Ted said they will be doing some more inspections to complete the list within the next couple weeks. The new adult daycare on Bantam Road across from Brush Hill Road will need a dipper unit for their three-stage sink. There is not a FOG ordinance, but there is a State Statute in which to refer. C. Bratina thought maybe there should be a grease surcharge until establishments get grease traps in place (an EDU charge), which would put pressure on them to comply. Without traps it causes us extra maintenance. Ted will follow up with facilities that don't have grease traps. He suggested adding an extra EDU surcharge with explanation of extra maintenance required. When Ted follows up with the establishments, he will say the Town is looking at initiating a grease surcharge. R. D'Andrea quoted from the Sewer Use Rules and Regulations manual that there is a \$1,000/day penalty for lack of a grease trap. W. Buckley offered language for a letter to the establishments asking them to come into compliance within six months, or there could be a surcharge of up to \$1,000/day.
- h) **BOD Loading Surcharge Fee:** Ted has tracked data on the Arethusa Dairy and presented it in a report. Arethusa has put in a separate water heater for the restaurant, so they can separate the water they use for that. D. Wilson asked for the definition of sewage, and R. D'Andrea read from the regulations. Hey will look further for more on BOD and PH. They have a method of calculating the surcharge covered in the Sewer Use Rules and Regulations manual. Each year it can be recalculated and can be put in the budget spreadsheet. Calculations based on the data

gathered show about 53 cents per lb. for extra BOD removal charges, or a \$10,200 total surcharge for 2013. As a comparison, Thomaston charges 71 cents per lb. Ted said he would draft up the language for Sandy with copy to D. Wilson. C. Bratina said the calculation should be written up and referenced, and it should be formalized and submitted as a motion.

- i) **Capital Plan:** T. Donoghue explained the 14/15 Capital spreadsheet, pointing out the starting fund balance and the Capital Non-Recurring balance. Projects are listed with priority and cost.
- j) **Authorize Expenditure from Fund 66 in Totalling Up to \$6,000 to Install New Plant Alarm System Connected to the SCADA:** **Motion:** W. Buckley moved to approve this expenditure as described above for installation of a new plant alarm system, and J. Koser seconded. All voted aye and the motion carried.
- k) **Authorize Posting for New Position for Either One Class I or One Class II Operator:** D. Wilson said there is not yet a signed MOU, but the agreement on the new positions says we have descriptions but have not necessarily filled them. **Motion:** R. D'Andrea moved to authorize the posting as above, once the signed MOU comes back. W. Buckley seconded, all voted aye and the motion carried.

8) **Financial Report:** Ted said they have already started reducing spending and only have two open encumbrances. W. Buckley said to Ted and Jack that this report has come a long way and thanked them.

9) **Quarterly Goals and Objectives:** Same as last quarter.

10) **Adjournment:** **Motion:** W. Buckley moved to adjourn at 9:04 p.m. and C. Bratina seconded. All voted aye and the motion carried.

Respectfully submitted,



Ann D. Combs
Recording Secretary