

Approved 12/13/12

**LITCHFIELD WATER POLLUTION CONTROL AUTHORITY**  
**Special Meeting**  
**Litchfield Firehouse, 258 West Street**  
**Litchfield, CT 06759**  
**November 15, 2012 ~ 7:30 PM**

**CALL TO ORDER:** Chairman David R. Wilson called the special meeting to order at 7:40 p.m.

**ROLL CALL**

**Present:** William Buckley, Christian Bratina, and David R. Wilson

**Others Present:** Fred Morse, Jack Healy, Director of Public Works and Ann Combs, Recording Secretary

**Absent:** James Koser, David Geiger, Plant Superintendent Ted Legendre

**MINUTES: September 13, 2012: Motion:** The following corrections were proposed:

1. Old Business 7., sixth sentence should read, "Two people now have access to the WPCA computer for Arethusa."
2. Old Business 7., last sentence should read "amp probe" instead of "air probe."
3. Old Business 4., last sentence should read, " It was agreed they should standardize the type of meter used, have some available, find out what Aquarion uses and look into hiring them to read the meters once a year."
4. Treatment Plant Report, second paragraph after C. Bratina's second, the next sentence should read, "D. Wilson noted there will be \$22,000 coming in soon from Morris and another \$170,000 later."

**Motion:** C. Bratina moved to approve the minutes of 9/13/12 with noted corrections incorporated. All voted aye and the motion carried.

**OLD BUSINESS**

**1. Public Requests:** Ernie Betters was present from 510 Torrington Road to ask for relief from paying two EDU's for his two-family home. He doesn't use or rent the apartment and does not plan to. D. Wilson said that he could remove the kitchen, but Mr. Betters did not want to do that. C. Bratina said they need to move toward gallonage-based billing, but for now, they have to treat everyone the same.

**Motion:** W. Buckley moved to deny the request without prejudice and C. Bratina seconded. All voted aye and the motion carried.

**2. Safety:** J. Healy said there were no accidents or injuries to report. He attended the recent Safety and Health Committee meeting.

**3. Storm Reports/FEMA:** A proposal is needed from Kinsley for a replacement switch that became inoperable during Hurricane Sandy. The plant operated well on generator. Reports were filed to DEEP for both the hurricane and the snowstorm. The plant operated normally during the snowstorm with no outages. They do not anticipate any money from FEMA.

**4. Easements:** J. Healy is trying to get an easement directly from the Komisars through their attorney, George Seabourne. On the Ryle manhole, neither the permit nor the easement can be found. The easement is not on file in the Clerk's office. D. Wilson said he got a print from the man who did the design. He also found the letter where the WPCA approved it as a private easement, proving the manhole is on the Ryle property, a private manhole on the WPCA's sewer.

**5. Route 202 Manhole Project:** J. Healy reported the 27 manholes have been raised and the job is complete and was inspected this date.

**6. Scada:** J. Healy reported T. Legendre will issue the purchase order, first making sure there are sufficient funds.

**7. EDU Definition/Invoicing:** J. Healy reported no further action has been taken this month. D. Wilson said they are trying to decide how to charge those not on public water. C. Bratina said they should buy meters for large users on wells. They should find the cost of the digital recording meter Aquarion uses and a remote reading device.

**8. Budget:** D. Wilson said the Munis reports were not as helpful as inserting the information into the spread sheets. Mr. Healy did not have the November salary information.

## **NEW BUSINESS**

**1. Treatment Plant Report:** FOG inspections have been completed. Two pieces of equipment are down, and Traver Electric is continuing to try to fix one mixer. The aeration blower is not operating due to control issues. The UV has been shut down for the season on 9/30/12. The exterior fence has been damaged and needs to be fixed. The plant is having algae growth at the discharge, and the operators are using a brush to remove it. Right of way mowing is done for this year. The ROW in Morris from the meter up needs to be cleared and mowed. The sump pump outlet at the Northfield pump station needs a new outlet. The battery in the Morris Ultrasonic meter failed for three days, Nov. 6<sup>th</sup> – 8<sup>th</sup>. The courthouse connection was replaced by Towne & Aurell, and WPCA staff was present during the replacement.

**2. Quarterly Goals and Progress Review:** J. Healy said he would update when T. Legendre gets back.

**3. Delinquent Accounts:** J. Healy had nothing to report.

**4. Executive Session – Personnel: Motion:** W. Bratina moved to go into executive session at 8:50 p.m. with J. Healy invited in and F. Morse and A. Combs excused. The subject was Personnel. They came out at 9:28 p.m. with no action taken.

**5. Adjournment: Motion:** W. Buckley moved to adjourn at 9:30 p.m. and C. Bratina seconded. All voted aye and the motion carried.

Respectfully submitted,

Ann Combs, Recording Secretary