

LITCHFIELD WATER POLLUTION CONTROL AUTHORITY

Regular Meeting

29 Stoddard Road

Bantam, CT 06750

October 10, 2013 ~ 7:30 PM

CALL TO ORDER: Chairman David R. Wilson called the regular meeting to order at 7:34 p.m.

ROLL CALL

Present: David R. Wilson, Christian Bratina, J. Koser, William Buckley

Absent: David Geiger

Others Present: Plant Chief Operator Fred Morse, Ann Combs, Recording Secretary, and J. Healy, Director of Public Works

MINUTES

a) 9/12/13 Regular Meeting: D. Wilson noted changes to be made to 5c) and 5d). **Motion:** C. Bratina moved to approve the regular meeting minutes of 9/12/13 with changes incorporated. J. Koser seconded, all voted aye, except W. Buckley who abstained because of absence, and the motion carried.

b) 7/11/13 Regular Meeting: Motion: C. Bratina moved to table the vote on these minutes until a quorum of members who attended the meeting are present. J. Koser seconded, all voted aye and the motion carried.

OLD BUSINESS

1. Public Requests: J. Healy passed out an email request from Tighe & Bond with questions that the group answered. J. Healy will respond.

2. Safety: J. Healy reported one incident where an eye was splashed with feces. It was immediately flushed and the employee will wear safety glasses next time for that task. He then said the pump pit light does not activate the fan, so both will be connected so the fan goes on with the light. Mr. Healy has met with CIRMA, and a training schedule is being developed for all public works, sewer and school maintenance employees.

3. Commissioners Requests: D. Wilson said he has pulled liens for Pullman Investment Group. He spoke to Arethusa and suggested they read the water usage meter for the restaurant when the dairy is closed. Litchfield Athletic Club will submit the next year's usage to see if it drops. Meanwhile, they were told they need to pay.

4. Succession Plan: J. Healy said that the candidate for Plant Superintendent has declined, and the job has been re-advertised. He passed out some new resumes that have been received, and said he will set up interviews for next week. D. Wilson asked Gerry Roulette of Torrington if he could offer management services. C. Bratina brought up contract operations and D. Wilson said he had spoken to a lawyer about it but has let it drop. Mr. Bratina said it would probably not be cost effective as they would most likely want 15 percent.

5. Public Works/Treatment Plant Report

a) Easements: No new easements have been returned. The next five being worked on are 89,159, 415, 180 and 71 South Street.

b) SCADA: Hardware and software are in the NIC shop. The new SCADA PC's are communicating with the new PLC's, with two new SCADA PC's included at no extra cost. The installation should be complete by the first week in November.

c) Flow Based Billing: No report.

d) Equipment

Grinder Blades: J. Healy reported the quote for the grinder blades at over \$8,000, and a new unit with the warranty is \$8,982. Upon receiving final information he will order a replacement unit.

Pick-Up Truck: The water pump has been replaced and a broken shackle will be done shortly.

Blower: One of the blowers failed and they are using the spare. Labor cost alone of repairing is \$17,000. C. Bratina said they may be better off replacing it and said he would investigate. J. Healy will speak to Ron Bergeron with questions.

Air Dampener/Suction of Septic Pump: The air dampener before the pressure gauge on the suction side of the septic pump sprung a leak from corrosion. A new top will be welded on the unit. F. Morse said they unscrewed the pipe and put in a plug so the pump can operate. C. Bratina said they can have air chambers from New Rochelle if they drive down to get them.

Other Information: F. Morse was able to open the safe. The email address for the plant has been changed to WPCA@townoflitchfield.org. The invoices are being paid, working closely with Finance on the purchase orders and bills. Blanket orders will be used where advantageous to reduce paperwork and opening and closing of purchase orders.

e) Septic: J. Healy presented the comparison report, and D. Wilson asked him to display it in a fiscal year layout so it corresponds with the budget.

f) Energy: No report.

g) Operational

Monthly Report: J. Healy said he would add another column on the right to track personal days.

Morris Data: The Sept. 19th flow was maxed out. The line was blown out and the meter returned to normal operation.

Monthly Report to DEEP: J. Healy said it is in draft form and he and F. Morse will finalize it. Fred will continue to fill in the chart data.

Treatment Plant Report: F. Morse reported the plant ran well for September with 99% removal in both suspended solids and BOD and a daily effluent average of 18.5 lbs. of total nitrogen. C. Bratina asked about grease trap progress and it was noted that inspection should be done at the Litchfield Inn because of its change of use. The Village Restaurant had a problem with a grease overflow.

6. Financial Report

a) Budget Report 2012-13 Operating Budget: J. Healy noted the telephone number will be changed. Column titles will also be changed to better explain the data. D. Wilson asked how much was left over after the fiscal year to transfer to Capital Non-Recurring. J. Healy will get him the number. C. Bratina asked about accounts receivable and D. Wilson said collections have gone fairly well at over 90 percent. He has liened 80 properties. He will get a receivables report next month.

7. Quarterly Goals and Objectives: No report.

8. Adjournment: Motion: W. Buckley moved to adjourn at 8:44 p.m. and J. Koser seconded. All voted aye and the motion carried.

Respectfully submitted,

Ann D. Combs
Recording Secretary