

**LITCHFIELD WATER POLLUTION CONTROL AUTHORITY**  
**Regular Meeting**  
**Litchfield Firehouse, 258 West Street**  
**Litchfield, CT 06759**  
**September 13, 2012 ~ 7:30 PM**

**CALL TO ORDER:** William J. Buckley called the regular meeting to order at 7:33 p.m.

**ROLL CALL**

**Present:** William Buckley, James Koser, Christian Bratina, and David Geiger. David R. Wilson arrived at 7:35 p.m.

**Others Present:** Plant Superintendent Ted Legendre, Jack Healy, Director of Public Works and Ann Combs, Recording Secretary

**MINUTES: August 9, 2012: Motion:** D. Geiger moved to adopt the 8/9/12 regular meeting minutes and C. Bratina seconded. All voted aye and the motion carried.

**OLD BUSINESS**

**1. Public Requests:** There were three email complaints regarding the recent rate increase. Two were asking for more fairness in billing a single person vs. a larger family for one dwelling unit. The third complained about the size of the increase and lack of publicity for the public hearing.

**2. Safety:** *[David R. Wilson arrived at this point, 7:35 pm. and took over the chair.]* J. Healy said there were no accidents or injuries to report. Fall training will be planned through CIRMA.

**3. Commissioner's Requests:** None

**4. Usage-Based Billing:** The eight restaurants on wells are now listed on a report formatted for inspections. Arethusa Dairy's well is disconnected, so they must use city water. There was concern about whether the WPCA would provide approved meters if Arethusa does not like the rate structure. It was agreed they should have some available, and they will find out what Aquarion uses and look into hiring them to read the meters once a year.

**5. Morris Meter/New Meter and Assessment Cost:** D. Wilson wrote a summary letter to send to Michael Doyle. When Morris signs, they will then pay within 30 days.

**6. I & I**

**a) Sheldon Lane:** J. Healy explained the plan to run 130 ft. of pipe from the manhole behind the house down and daylight it by the stream.

There is another problem with I & I at Paul Rosenberg's lateral. W. Buckley asked that a list of the worst problem areas be made, with letters sent out to the property owners.

**7. Public Works Director Priority List of Items:** J. Healy said he has a list of the properties that need easements signed and will send letters explaining the reason they need to sign and return the forms. Atty. Simoncelli is working on the Zuraitis easement. There will also be a letter informing homeowners of mowing. He then reported the Wells Run sidewalk is completed. He will have an energy information graph soon. He reported Arethusa has dual access to the WPCA computer. Mr. Healy said he contacted Ed Ryle on Toll Gate Road. The manhole is on their property, is theirs, and they are maintaining it. The WPCA needs to get an easement because they must dig it up. T. Legendre will review the plan with Mr.

Healy. Regarding SCADA, there is one missing piece of information. An air probe will be used to see if the motors are too big.

**8. Budget Fund Transfers:** The unaudited fund balance is \$64,000. There will be a \$50,000 transfer from fund balance after the audit. This will be addressed later.

## **NEW BUSINESS**

**1. Treatment Plant Report:** T. Legendre reported that they did well in August with BOD's and suspended solids removals at 99% and 98%. Effluent nitrogen level was 15 lb/day. Billable septic income was \$5,300, down about 20% from July. They are now accepting waste from four pumpers and are asking them to call in advance. The discharge permit for Arethusa Farm was submitted to the DEEP and has been received. Arethusa's PH is holding at 6.5 – 7.0. Mr. Legendre reported he contacted the Gayle Corp. to get the name and address of the nearest authorized KSB mixer repair facility. They are still down one mixer. C. Bratina asked him to check with other vendors.

The State DOT will reimburse WPCA for 27 manholes at \$325 each for a total of \$8,775, leaving a balance of \$34,625 to be made up by the WPCA. Although the WPCA decided at the August meeting not to raise the manholes to grade on Torrington Road, after talking with T. Bonce at the DOT, T. Legendre found that the \$8,775 reimbursement would be lost if the work was not done by November. There would be further charges and requirements should any of them need to be uncovered at a later date. He said he would talk to the DOT about extending this for a year. Reconsidering the August decision, they made the following motion. **Motion:** W. Buckley moved to get a contractor and raise the manholes to grade right now, transferring the money from fund balance. C. Bratina seconded. D. Wilson noted there will be \$22,000 coming in soon from Morris and another \$50,000 or \$60,000 later. Upon voting all voted aye except C. Bratina who abstained, and the motion carried. There are other manholes that were sealed closed as a result of chip sealing. There will be an ongoing effort to gain access to these manholes.

Mr. Legendre said they have completed all but three of the full-time food service inspections of class 3 or 4 establishments. He reports that no work has been done on SCADA and VFD system. He and J. Healy are working on resolving procedural details. He will be reviewing the pump station at Forman School.

**2. Spending:** C. Bratina said they need a budget report with line item numbers to plug into the spread sheet. J. Healy and T. Legendre are working on it. The audit process kept Karl Fisher from providing the figures. J. Healy will request data for the last day of the month.

**3. Quarterly Goals and Progress Review:** T. Legendre reported the primary goal of operating the plant effectively within permit, safely and under budget. Other goals were receiving bids on raising manholes, connecting the well, establishing data accuracy, working with Arethusa Farm and the sewer leak at 128 Sheldon Lane.

**4. Rate Discussion:** There was no discussion, as no one was present from the public.

**5. Adjournment: Motion:** W. Buckley moved to adjourn at 8:45 p.m. and C. Bratina seconded. All voted aye and the motion carried.

Respectfully submitted,

Ann Combs, Recording Secretary