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Fred Hurley,  
*Director*

**TOWN OF NEWTOWN**  
WATER AND SEWER AUTHORITY

Richard B. Zang,  
*Chairman*  
Marianne Brown  
Louis Carbone  
George Hill  
Alan Shepard  
Eugene Vetrano  
Carl Zencey

THESE MINUTES ARE SUBJECT TO APPROVAL BY THE WATER AND SEWER AUTHORITY

The Water and Sewer Authority held its regular meeting on Thursday, May 9, 2013 at the Waste Water Treatment Plant, 24 Commerce Road, Newtown, CT. Chairman Zang called the meeting to order at 7:00pm.

**Present:** Dick Zang, Lou Carbone, George Hill, Marianne Brown, Carl Zencey

**Absent:** Gene Vetrano, Alan Shepard

**Also Present:** Jason O'Brien and Julio Segarra of United Water and Director of Public Works Fred Hurley, Director of Finance Robert Tait

**Public Participation - None**

**Approval of Minutes** – The previously distributed minutes of the regular meeting of 4/11/13 were unanimously approved.

**OLD BUSINESS**

*Action on 164 Mt. Pleasant Road benefit assessment* – Fred had been negotiating with 164 Mt. Pleasant Road. They ended up with \$150,000 with portioned percentage. An installment loan will be used for each percentage of the filled area in the building at the town's interest rate. The owner of the building will be responsible for the payments.

Carl Zencey moved to re-open the public hearing, Lou Carbone seconded.

Carl Zencey moved to authorize the benefit assessment for 164 Mt. Pleasant road at \$150,000 in installments as the building is utilized. Lou Carbone seconded, motion unanimously accepted.

*Capital Needs Study* – They are looking at the future capital needs and need to look forward to what the rates needs to be. 2013-2014 is a big hit. This is a working document and not action is needed.

*Renewable Energy Project-grant payment* – An inspection took place last week and all went well. A report will be submit which should get the grant payment moving.

*Discuss Rate increase for Water and Sewer users-* Fred Hurley is working on different percentage ratios and it will be ready in the next few weeks.

## **NEW BUSINESS**

*Town charges for services-to the Water Sewer Authority* – Currently, charges back to the WSA for services are handled piece by piece. Bob Tait is proposing to charge a set amount. He is looking at charging the WSA \$120,000 and it would increase by the CPI each year. This will also help to improve the financial statements.

*Committee Reports: SCADA, solar, I&I, Finance, regulations, water supply, collection and distribution systems* – **SCADA**-The electrical contractor has completed approximately 25% complete. Julio Segarra met with Knapp Engineering today. There are necessary items that need to be added to the project.

*Report by United Water Environmental Services Inc.* – A copy of the April 2013 operating report is attached. A summer internship will happen again this year. They will advertise in the Newtown Bee.

*Report by Public Works Director* – Fred Hurley will be putting the restoration of Well 3 out to public bid. They are also going to do a three price bid to look at the capacity and the pump at well 7.

Having no further business, meeting was adjourned at 8:34pm

Arlene Miles, Clerk



***MONTHLY OPERATING REPORT***  
**APRIL 2013**  
**TOWN OF NEWTOWN WPCF**

**EXECUTIVE SUMMARY**

During the month of April the plant process performed well. Nitrogen average pound per day during the month was 10.1 lbs. The open channel flow meter data has been collected from both locations. The meters are located at a manhole on Main Street near School House rd. and Commerce Road. Taunton Lake will be our next areas of focus.

The plan will be to inspect during heavy rains for signs of inflow.

Plant generator air discharge permit has been submitted to Fuss & O'Neil to prepare and submit to the Air Compliance Department for modification.

Below are some of the highlighted major operation and maintenance items that are currently in progress or completed.

**PROJECT**

**SCADA**

- The submittals are near completion.
- All the pump station back-up float panels are installed. Final wiring pending.
- The 12 pair fiber optics cable has been pulled at the plant.
- Knapp engineering has begun work at the plant identifying inputs and output circuits.

**SOLAR**

- Executive electric has been notified that a section of panels are not working.
- Web site is now active.

**AIR COMPLIANCE**

- **Fuss & O'Neill working on revoking all generator air compliance permits.**

## **OPERATION & MAINTENANCE**

- Inspect all plant fire extinguishers, eyewash, and emergency exit lighting.
- Inspect and programmed the replacement effluent sampler in the filter building.
- Hosed secondary wells and troughs.
- Cleaned the grit washer screen, and hopper.
- Cleaned both levels in the filter building.
- Cleaned the roto-mat and the rag hopper.
- Greased gravity belt thickener.
- Inspected and cleaned all eye wash stations.
- Cleaned secondary tanks 1&2 draft tubes.
- Cleaned gravity belt thickener belt.
- Checked calibration of the influent flow meter
- Calibrated Dissolved oxygen probe in the Oxidation ditch.
- Cleaned # 1 oxidation ditch.
- Replaced tubing on both influent and effluent samplers.
- Inspect all plant equipment oil levels.
- Painting in lower level of the clarifier building. (on-going)
- Modifying seal flushing lines in the clarifier building.(In Progress)
- Cleaning and Painting equipment in the filter building. (work in progress)
- 4/23/13 QA/QC Testing was performed for pH and turbidity.
- Collected flow data from manholes at Main St and Commerce.

## **PUMP STATIONS**

- All pump stations checked twice per week with no problems.
- Taunton Lake pump station add-a- phase capacitors were replaced by Traver Electric.
- Director looking into Utility power feasibility and cost.
- 4/10/13 Power outage at Hanover P/S.

## **ODOR ABATEMENT**

There was an odor complaint at 100 Church Rd.

The source of odors was their grease traps had not been cleaned in over a year.

Health department was notified and the business owner was given instruction by the PW Director and Health department.

## **STAFFING**

We are presently fully staffed.

## **TRAINING**

All employees continued with our in house OSHA compliance safety training through PureSafety.



## REGULATORY COMPLIANCE

### In Compliance

#### SOLIDS HANDLING

Type	Gallons This Month	Target	Gallons This Year	Target
Sludge (SYNAGRO)	26,000	40,625 gal/mo 2 loads/wk	0.252MG	0.488 MG 75 loads/yr

#### ANALYSIS OF WASTED SLUDGE

Waste Activated Sludge	Total Gallons	Min %	Max %	Average %	Total Pounds
SYNAGRO	26,000	4.25	4.77	4.51	10,018

#### EMERGENCY CALL-OUTS

Type	Total This Month	Total for Year
Sewer Backup	0	0
Pump Station	1	10
Plant	1	11
Odor	0	2
Grinder Systems	1	16

#### PLANT MAINTENANCE

The following data is provided as a record of maintenance work order activities during the month.

Type	Total This Month	Total for Year
Preventative Maintenance	23	295
Corrective Maintenance	3	169
Emergency Maintenance	0	1
Call-Before-You-Dig (CBYD)	42	298

FIELD OPERATIONS

Type	Monthly Ft	Total for Yr	Contract	Amount Left
Sewer Cleaning Scheduled	0	9650	*****	*****
Sewer Cleaning Unscheduled	0	500	*****	*****
Other	Monthly Qty	Total for Yr	Contract	Amount Left
Manhole Inspections	2	50	*****	N/A
Grinder Replacements	1	20	As Necessary	N/A
New Grinder Stations	0	0	*****	N/A

PUMP STATIONS

Station	Baldwin	Hanover	Sandy Hook	Taunton Lake	Hawleyville	Fairfield Hills Metering
Number Inspections/Mo.	9	10	9	9	9	9
Service Failures	0	0	0	0	0	0
Number Callouts	0	0	0	1	0	0
Maintenance & Repair	0	0	0	0	0	0
Flow (Total MG)	.116	.389	1.556	.540	.399	4.474
(Avg. Daily GPD)	4,002	13,435	53,657	18,640	13,779	154,293

FINANCIAL STATUS – MAINTENANCE

Item	Budget \$	\$ Spent/Mo	\$ Spent/Yr	\$ Remaining
Preventative and Predictive	\$55,000	\$5,220.06	\$28,475.47	\$26,524.53
Capital Repair and Replacement	\$95,000	\$34,717.35	\$79,784.94	\$15,215.06

FLOW AND LOADS TRACKING

Budget Month/Yr	Influent Flow, MGD	Influent BOD, lbs	Influent TSS, lbs	Calendar Month / Year	Average N, lbs
July 2012	.325	670	489	January 2013	21.6
August 2012	.343	712	494	February 2013	17.9
September 2012	.365	694	544	March 2013	14.4
October 2012	.389	729	638	April 2013	10.1
November 2012	.416	881	798	May 2013	
December 2012	.457	847	751	June 2013	
January 2013	.513	889	686	July 2013	
February 2013	.500	781	710	August 2013	
March 2013	.521	658	581	September 2013	
April 2013	.359	589	487	October 2013	
May 2013				November 2013	
June 2013				December 2013	
Monthly Average	.419	745	618	Calendar Year to Date Average	16.0
<b>Contract</b>	Average 0.53 MGD Adjustment = Change in Flow in MG * \$17.83/MG	Avg. 999 lbs/day Adjustment = Change in BOD in lbs * \$0.04/lb	Avg. 703 lbs/day Adjustment = Change in TSS in lbs * \$0.16/lb	<b>Contract</b>	<b>NPDES Permit Limit = 17 Lbs/day</b>
<b>Deviation % (+/-)</b>	<b>-21</b>	<b>-.25</b>	<b>-.12</b>	<b>Deviation % (+/-)</b>	<b>-5.9</b>

**FAIRFIELD HILLS WTP**

**EXECUTIVE SUMMARY**

The staff continues to improve equipment and standard operating methods to prevent Fairfield Hills WTP failures. Well # 3 is operating as the lead pump at <40 gallons per minute. The water treatment plant operated very well in October. We had a Department of Public Health inspection August 22. The Butterworth construction installed screens at WTP and bunkers. A new Chlorine residual controller and ph probe are checked and calibrated at the Water Treatment plant. Check and maintain calibrations of all equipment. Chlorine chart recorder was checked for calibration. **There was no flushing of the lines at Fairfield Hills during the month of April.** Listed below are some of the highlighted major operation and maintenance items that are currently in progress or have been completed.

**OPERATION & MAINTENANCE**

- Inspected WTP and made adjustments as needed.
- Monitor chlorine and ph controller at the WTP and adjust as needed.

**STAFFING**

Currently, all the regulatory required staffing positions are met for the Water Treatment Facilities.



## REGULATORY COMPLIANCE

The Department of Health Monitoring Report did meet full compliance during the month.

### EMERGENCY CALL-OUTS

Type	Total This Month	Total for Year
Plant WTP	0	6
Well Houses	0	0
Reservoirs (Storage)	0	1
Customer Service Issues	0	7
Water Main Breaks	0	0

### FAIRFIELD HILLS MAINTENANCE

The following data is provided as a record of maintenance work order activities during the month.

Type	Total This Month	Total for Year
Preventative Maintenance	3	18
Preventative Maintenance	2	22
Corrective Maintenance	1	10
Emergency Maintenance	1	4

### FIELD OPERATIONS

Other	Monthly Qty	Total for Year
Valve Inspections	2	59
Hydrant Inspections	0	52
Service Inspections	14	62
Call-Before-You-Dig (CBYD)	3	25

### FINANCIAL STATUS – MAINTENANCE

Item	Budget \$	\$ Spent/Mo	\$ Spent/Yr	\$ Remaining
Preventative and Predictive	\$15,500.00	\$1,236.30	\$7,445.63	\$8,054.37
Capital Repair and Replacement	\$20,000.00	\$2,174.25	\$24,567.33	-\$4,567.33

### FLOW TRACKING

Month/Yr	Well No. 3 Gallons	Well No. 7 Gallons	Well No. 8 Gallons	Plant Production Gallons
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<b>July 2012</b>	<b>746,000</b>	<b>5,772,400</b>	<b>0</b>	<b>6,518,400</b>
<b>August 2012</b>	<b>735,000</b>	<b>5,885,200</b>	<b>0</b>	<b>6,620,200</b>
<b>September 2012</b>	<b>567,000</b>	<b>4,065,500</b>	<b>0</b>	<b>4,632,500</b>
<b>October 2012</b>	<b>776,000</b>	<b>5,494,200</b>	<b>0</b>	<b>6,270,200</b>
<b>November 2012</b>	<b>499,000</b>	<b>3,448,700</b>	<b>0</b>	<b>3,947,700</b>
<b>December 2012</b>	<b>609,000</b>	<b>4,266,900</b>	<b>0</b>	<b>4,875,900</b>
<b>January 2013</b>	<b>581,000</b>	<b>3,894,900</b>	<b>0</b>	<b>4,475,900</b>
<b>February 2013</b>	<b>611,000</b>	<b>3,722,300</b>	<b>0</b>	<b>4,333,300</b>
<b>March 2013</b>	<b>635,000</b>	<b>4,332,200</b>	<b>0</b>	<b>4,967,200</b>
<b>April 2013</b>	<b>616,000</b>	<b>4,236,200</b>	<b>0</b>	<b>4,852,200</b>
<b>May 2013</b>			<b>0</b>	
<b>June 2013</b>			<b>0</b>	
<b>Monthly Average</b>	<b>637,500</b>	<b>4,511,850</b>	<b>0</b>	<b>5,149,350</b>
<b>Daily Average</b>	<b>21,250</b>	<b>150,395</b>	<b>0</b>	<b>171,645</b>