

4 Turkey Hill Road  
Newtown, CT 06470  
Tel (203) 270-4300  
Fax (203) 426-9968



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, June 13, 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, Gene Vetrano, Alan Shepard

**Absent:** None

**Also Present:** Jason O'Brien and Julio Segarra of United Water and Director of Public Works Fred Hurley, Don Sharpe of the EDC, one member of the press

**Public Participation - None**

**Approval of Minutes** – The previously distributed minutes of the regular meeting of 5/9/13 were unanimously approved.

**OLD BUSINESS**

*Capital Needs Study* - Jason and Julio put together a spreadsheet of the needs they see for the next few years.

*Renewable Energy Project-grant payment* – We have received the second installment of 40% and the last 10% will be payable after there is 6 months of reportable data.

*Rate increase for Water and Sewer users*- Fred Hurley reviewed the Sewer Operating Revenue/Expense Assumption & Projections. He looked at the average annual operating expense as well as the average revenue. This calls for a 16% increase in the first year and 8% the second through fifth years. Expenses were escalated at 3% each year. This is also not assuming any new assessments that are unknown, just the known.

Another option is bonding or financing capital projects over a longer payback period. Even if that is done, rates will still need to be raised to close the gap. Dick Zang expressed concern whether the 5<sup>th</sup> year bond surplus would actually come back to the WSA or if the town would use it to pay back other bond debt. Fred explained that it was his understanding that it would go back to the WSA.

Dick Zang took the spreadsheets and calculated a 20% increase in year one and two which brought the balance to a positive number. One other option is to cap capital expenses to \$200,000 per year. However, asking for a 20% increase the first year may be too much to ask. Possibly starting slow and moving up would be a better option. Aquarian water is increasing their water rates by 19% and CL&P is looking at a 42% increase.

The average sewer user bill is \$200 per quarter. Should they go up 20% it would increase to \$240. Alan Shepard suggested vetting out the capital improvement list as well as finding out what other area sewer users are paying. More research is needed before a rate increase is determined.

The water rate is set by the Legislative Council by the recommendation of the WSA. The cash account is not in bad shape, however, there are capital improvements that are needed which could wipe that out. Fred Hurley will put together an analysis for water as he did for the sewer.

## **NEW BUSINESS**

*Committee Reports: SCADA, solar, I&I, Finance, regulations, water supply, collection and distribution systems* – **SCADA** – Julio Segarra reported that RTU submittals have been completed and the ACE units are on order with an expected installation in August. All the pump stations back-up float panels are installed and online. The 12 pair fiber optics cable has been pulled at the plant. And that Knapp engineering has begun work at the plant identifying inputs and output circuits. They have also begun doing minutes from their meets to keep the WSA informed about the project and possible change orders. **I&I** – The rain gauge data logger has not been functioning properly. They have sent it out to be repaired. The field data loggers are working fine.

*Report by United Water Environmental Services Inc.* – A copy of the report is attached.

*Request for assessment study in Hawleyville* – Gene Vetrano moved to authorize the Director of Public Works to request a special appropriation from the Board of Finance to move forward with the property benefit assessment for the proposed Hawleyville sewer expansion. Lou Carbone seconded. Don Sharpe of the EDC spoke that they are in favor of the project. Fred Hurley explained that he will be getting an estimate from Karin & Fazio as to what the cost will be. The benefit assessments will be done using current zoning, site specific and reasonable construction. Don Sharpe explained that this is a project that the town administration is in favor of and that this could bring in large developers. He also said that they have had tickles in that area. Alan Shepard explained that there are large parcels of property that are sewered and are sitting vacant near highways. The RFQ that goes out will only be for benefit assessments, not design. Motion unanimously accepted.

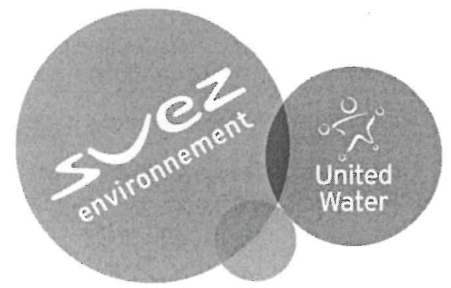
*Report by Public Works Director* – They are requesting a full year extension from the Connecticut State Department of Public Health to allow completion of corrective actions of complaints.

Any Other business – There is no new news on the summer intern. They are going to first look for someone from Newtown and if they can't find one, they will look in surrounding towns.

Having no further business, meeting was adjourned at 8:46pm

Arlene Miles, Clerk





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

**EXECUTIVE SUMMARY**

During the month of May the plant process performed well. Nitrogen average pound per day during the month was 12 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.

SCADA project is progressing on schedule.

No problems to report due to the recent rain events.

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

**PROJECT**

**SCADA**

- The RTU submittals have been completed and the ace units are on order, Expected delivery in July with installation in August.
- All the pump station back-up float panels are installed, and online.
- 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 were notified that a section of panels are not working. Work was completed along with PM to each panel.
- Web site is now active.

**AIR COMPLIANCE**

- **Fuss & O'Neill working on revoking all generator air compliance permits. Requests have been submitted to the DPH.**

## 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)
- Collected flow data from manholes at Main St and Commerce.

## PUMP STATIONS

- All pump stations checked twice per week.
- Sandy Hook pump station # 2 pump removed for emergency service and repair. Replaced with spare pump.
- Sandy Hook pump station wet well was hosed and cleaned.
- High flows at Sandy Hook pump station for hours, both pumps running at >270 gpm were barely able to keep up. We located the source; High School dumped their 80,000 gallon swimming pool without metering or notification. They were asked nicely not to repeat that event without prior notification and monitoring
- Baldwin pump station back-up float system was inspected we found that the floats were wired directly in the motor contactors. We notified Greg Knapp to correct the wiring and have it go through the Hand- off-auto selector switch.
- Note: all the pump station need this modification.

## ODOR ABATEMENT

No odors this month.

## 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)	65,000	40,625 gal/mo 2 loads/wk	0.343MG	0.488 MG 75 loads/yr

#### ANALYSIS OF WASTED SLUDGE

Waste Activated Sludge	Total Gallons	Min %	Max %	Average %	Total Pounds
SYNAGRO	65,000	3.19	4.58	4..11	22,264

#### EMERGENCY CALL-OUTS

Type	Total This Month	Total for Year
Sewer Backup	0	0
Pump Station	6	16
Plant	3	14
Odor	0	2
Grinder Systems	1	17

#### 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	15	310
Corrective Maintenance	8	177
Emergency Maintenance	0	0
Call-Before-You-Dig (CBYD)	40	338



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	5	55	*****	N/A
Grinder Replacements	1	21	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	9	9	9	9	9
Service Failures	3	0	6	0	0	0
Number Callouts	2	0	4	0	0	0
Maintenance & Repair	1	1	1	1	1	0
Flow (Total MG)	.123	.411	1.854	.595	.509	4.760
(Avg. Daily GPD)	3,991	13,264	59,808	19,208	16,953	153,566

FINANCIAL STATUS – MAINTENANCE

Item	Budget \$	\$ Spent/Mo	\$ Spent/Yr	\$ Remaining
Preventative and Predictive	\$55,000	\$4,193.51	\$50,566.66	\$4,433.34
Capital Repair and Replacement	\$95,000	\$11,363.51	\$120,431.64	-\$25,431.64

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	11.96
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	.393	592	619	November 2013	
June 2013				December 2013	
Monthly Average	.416	731	617	Calendar Year to Date Average	15
Contract	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	Contract	NPDES Permit Limit = 17 Lbs/day
Deviation % (+/-)	-21	-27	-12	Deviation % (+/-)	-12

**FAIRFIELD HILLS WTF**

**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 May.

GHD and Fuss & O'Neill are working to comply with the DPH requests and well 8 upgrade.

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 May.**

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.
- Cleaned and calibrated chlorine analyzer at the water treatment facility.

**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	2	22
Corrective Maintenance	1	10
Emergency Maintenance	1	4
Preventative Maintenance	2	22

FIELD OPERATIONS

Other	Monthly Qty	Total for Year
Valve Inspections	1	60
Hydrant Inspections	01	53
Service Inspections	16	76
Call-Before-You-Dig (CBYD)	2	27

FINANCIAL STATUS – MAINTENANCE

Item	Budget \$	\$ Spent/Mo	\$ Spent/Yr	\$ Remaining
Preventative and Predictive	\$15,500.00	\$1,101.88	\$12,875.00	\$2,625.00
Capital Repair and Replacement	\$20,000.00	\$251.76	\$26,930.94	-\$6,930.94

FLOW TRACKING



<b>Month/Yr</b>	<b>Well No. 3 Gallons</b>	<b>Well No. 7 Gallons</b>	<b>Well No. 8 Gallons</b>	<b>Plant Production Gallons</b>
<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>681,000</b>	<b>4,679,800</b>	<b>0</b>	<b>5,360,800</b>
<b>June 2013</b>			<b>0</b>	
<b>Monthly Average</b>	<b>641,454</b>	<b>3,467,336</b>	<b>0</b>	<b>5,168,572</b>
<b>Daily Average</b>	<b>21,967</b>	<b>145,543</b>	<b>0</b>	<b>172,929</b>