

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



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

Fred Hurley,
Director

TOWN OF NEWTOWN
WATER AND SEWER AUTHORITY

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

The Water and Sewer Authority held its regular meeting on Thursday, November 14, 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, Marianne Brown, Lou Carbone, George Hill, Carl Zencey

Absent: Gene Vetrano, Alan Shepard

Also Present: Director of Public Works Fred Hurley, Lori Carriero and Dana Huff of Tighe & Bond, Chris Wester and Dan Lawrence of Weston and Sampson

Public Participation - None

Approval of Minutes - The previously distributed minutes of the regular meeting of 10/10/13 and the special meeting of 11/7/13 were unanimously approved.

OLD BUSINESS

Capital Needs Study – The cost for the generator for the water treatment plant on Wasserman Way has changed from over \$200,000 to between \$80,000 and \$120,000.

Renewable Energy Project/Grant Payment – Everything has been submitted and they are just waiting on payment.

Nunnawauk Sewer increase – Marianne Brown moved to raise the sewer rate from \$2.38 to \$2.61 per 1000 gallons, which is 9.41 % increase as set on August 8, 2013 effective July 1, 2013. Carl Zencey seconded. Motion unanimously accepted.

NEW BUSINESS

Interview Tighe & Bond for qualification for the Hawleyville sewer design – Dana Huff went over Tighe & Bond qualifications. They have never worked for the WSA but have worked for other areas in town. Lori Carriero discussed the project and how Tighe & Bond can work with the town to make the project a success.

Interview Weston & Sampson for qualifications for Hawleyville sewer design – Chris Wester went over the team and the experience of the company. Dan Lawrence described other projects they are or have worked on that relates to project in Halweyville.

Action on Hawleyville sewer extension contracts – George Hill moved to approve all four vendors that were interviewed and deem them qualified for proposals, Carl Zencey seconded, motion unanimously accepted. The RFP will be issued with the economic data. A workshop with other town agencies is needed as soon as possible. The limitations of the project need to be identified based on the economic data. Before the December 12th meeting, the WSA needs to have a workshop to discuss the project. Once the appraisal data is complete the meeting will be scheduled.

Committee Reports: SCADA – They are working out some issues and the project is moving along. There will be a plug to electronically access the panel rather than opening the high voltage box which would require suiting up. This will be a change order but very beneficial. **WELL 8** - Public works needs to put in a baily bridge so they can bring equipment over.

Report by United Water Environmental Services, Inc. – Julio Segarra was not present but provided an updated September and an October Monthly Operating Reports (Attached).

Report by Public Works Director – Reported during the meeting

Having no further business, meeting was adjourned at 9:35pm

Arlene Miles, Clerk



MONTHLY OPERATING REPORT
September 2013
TOWN OF NEWTOWN WPCF

EXECUTIVE SUMMARY

During the month of September the plant process performed well. Nitrogen average pound per day during the month was 17.5 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.

Fairfield Hills water line installation complete.

Clarifier # 1 is back in service.

The flow meter converter has been replaced at the Sandy Hook pump station.

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

PROJECTS

SCADA

- The RTU'S have been received and programed.
- Electrical Energy Systems has installed all the radio antennas at each location.
- Knapp engineering will be submitting the final electrical drawings to GHD.
- All the pump station back-up float panels are installed, and online.
- The float trees have been move to their present location by Electrical Energy Systems.
- Baldwin float system has a defective float and scheduled for replacement.
- The week of October 14th each pump station will be operated in the float mode for final testing.
- October 15 and 16 power monitors are to be installed at all the designated locations.
- October 18th the main central and computers will be temporarily installed at the WPC.
- The week of October 21 Sandy Hook pump station will be the first installation of the rtu and expected to be fully commissioned by the end of the week.
- The 12 pair fiber optics cable has been pulled at the plant.

SOLAR

- All the panels appear to be working fine.
- Web site is now active.

OPERATIONS & MAINTENANCE

- Inspect all plant fire extinguishers, eyewash, and emergency exit lighting.
- Fire sprinkler system inspected by simplex Grinnell.
- Changed the synthetic oil on all gear cases, drives, and motors.
- Inspected all fan belts and screens throughout all the facility and replaced as needed
- 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.
- Calibrated Dissolved oxygen probe in the 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.
- Moved collection system flow meters to new locations: 1. Intersection Taunton lake dr. and cross lot, and at the entrance of the Taunton Lake pump station.
- Number 1 clarifier back in service and cleaning.
- Clarifier #1 had all the algae brushes replaced.
- Plant generator was inspected and tested by Cummins technician.

PUMP STATIONS

- All pump stations checked twice per week.
- Sandy Hook pump station flow meter back in service.
- All pump station generators inspected and tested by Cummins tech.

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)	26,000	40,625 gal/mo 2 loads/wk	0.0460MG	0.488 MG 75 loads/yr

ANALYSIS OF WASTED SLUDGE

Waste Activated Sludge	Total Gallons	Min %	Max %	Average %	Total Pounds
SYNAGRO	26,000	4.24	5.29	4.72	10,229

EMERGENCY CALL-OUTS

Type	Total This Month	Total for Year
Sewer Backup	0	0
Pump Station	0	3
Plant	0	0
Odor	0	0
Grinder Systems	1	4

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	18	50
Corrective Maintenance	11	22
Emergency Maintenance	0	0
Call-Before-You-Dig (CBYD)	37	81

FIELD OPERATIONS

Type	Monthly Ft	Total for Yr	Contract	Amount Left
Sewer Cleaning Scheduled	0	0	*****	*****
Sewer Cleaning Scheduled	0	0	*****	*****
Sewer Cleaning Unscheduled	0	0	*****	*****
Other	Monthly Qty	Total for Yr	Contract	Amount Left
Manhole Inspections	3	5	*****	N/A
Grinder Replacements	1	5	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	0	0	0	0	0	0
Number Callouts	0	0	0	0	0	0
Maintenance & Repair	0	0	1	0	0	0
Flow (Total MG)	.117	.336	1.96	.390	.456	4.533
(Avg. Daily GPD)	3,925	11,218	53,357	10,008	15,203	154,100

FINANCIAL STATUS – MAINTENANCE

Item	Budget \$	\$ Spent/Mo	\$ Spent/Yr	\$ Remaining
------	-----------	-------------	-------------	--------------

Preventative and Predictive	\$55,000	\$6,157.42	\$18,858.94	\$36,141.06
Capital Repair and Replacement	\$95,000	\$12,633.61	\$48,443.37	\$46,556.63

FLOW AND LOADS TRACKING

Budget Month/Yr	Influent Flow, MGD	Influent BOD, lbs	Influent TSS, lbs	Calendar Month / Year	Average N, lbs
July 2013	.449	962	694	January 2013	21.6
August 2013	.444	697	583	February 2013	17.9
September 2013	.432	827	587	March 2013	14.4
October 2013				April 2013	10.1
November 2013				May 2013	11.96
December 2013				June 2013	17.5
January 2014				July 2013	10.5
February 2014				August 2013	15.5
March 2014				September 2013	17.5
April 2014				October 2013	
May 2014				November 2013	
June 2014				December 2013	
Monthly Average	.441	828	622	Calendar Year to Date Average	15.2
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 % (+/-)	-16.8	-17	-11.5	Deviation % (+/-)	-10.6

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 August.

GHD and Fuss & O'Neill are working to comply with the DPH upgrade requests and all temporary repairs or modifications have been completed. Pictures of the completed work were sent to the DPH.

Check and maintain calibrations of all equipment.

The lines were flushed at Fairfield Hills during the month of August.

Listed below are some of the highlighted major operation and maintenance items that are currently in progress or have been completed.

OPERATION & MAINTENANCE

- Over 600 feet of water line was installed from Washington Square to Mile hill south.
- Two service line laterals were moved into the new water line on Mile Hill south.
- A new line cleaning blow off was added in the Washington Square area.
- Three new hydrants were added into the Fairfield hills service area.
- 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	2	2
Well Houses	0	0
Reservoirs (Storage)	0	0
Customer Service Issues	0	0
Water Main Breaks	1	1

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	15	15
Corrective Maintenance	0	0
Emergency Maintenance	0	0
Preventative Maintenance	2	2

FIELD OPERATIONS

Other	Monthly Qty	Total for Year
Valve Inspections		
Hydrant Inspections	6	6
Service Inspections	2	2
Call-Before-You-Dig (CBYD)		6

FINANCIAL STATUS – MAINTENANCE

Item	Budget \$	\$ Spent/Mo	\$ Spent/Yr	\$ Remaining
Preventative and Predictive	\$15,500.00	\$3,123.94	\$7,403.17	\$8,096.83
Capital Repair and Replacement	\$20,000.00	\$222.24	\$599.73	\$19,400.27

FLOW TRACKING

Month/Yr	Well No. 3 Gallons	Well No. 7 Gallons	Well No. 8 Gallons	Plant Production Gallons
July 2013	795,000	4,568,200	0	5,363,200
August 2013	845,000	5,439,800	0	6,284,800
September 2013	751,000	4,824,900	0	5,575,900
October 2013				
November 2013				
December 2013				
January 2014				
February 2014				
March 2014				
April 2014				
May 2014				
June 2014				
Monthly Average	785,000	4,944,300	0	5,741,300
Daily Average	25,033	160,830	0	1185,863



MONTHLY OPERATING REPORT
October 2013
TOWN OF NEWTOWN WPCF

EXECUTIVE SUMMARY

During the month of October the plant process performed well. Nitrogen average pound per day during the month was 19.8 lbs. The open channel flow meters have been relocated to new locations. The meters are located at a cross lot manhole on Taunton lake dr. coming from Diamond Dr. and directly prior to the Taunton Lake pump station. This will be our next areas of focus.

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

SCADA project is progressing through the pump stations.

Fairfield Hills water line installation complete.

Clarifier # 1 is back in service.

We are no longer operating ultraviolet treatment and alum dosing process.

The treatment season ended October 31th and will begin May 1, 2014.

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

PROJECTS

SCADA

- The RTU'S have been installed and operating at Sandy Hook, Hanover, and Baldwin pump station.
- Electrical Energy Systems has installed all the radio antennas at each location.
- Knapp engineering will be submitting the final electrical drawings to GHD.
- All the pump station back-up float panels are installed, and online.
- The float trees and SCADA level set points are being modified as needed at each pump station as needed..
- October 15 and 16 power monitors are to be installed at all the designated locations.
- October 18th the main central was installed and computers will be temporarily installed at the WPC.
- The week of October 21 Sandy Hook pump station will be the first installation of the RTU and expected to be fully commissioned by the end of the week.

SOLAR

- **All the panels appear to be working fine.**

OPERATIONS & MAINTENANCE

- Inspect all plant fire extinguishers, eyewash, and emergency exit lighting.
- Fire sprinkler system inspected by simplex Grinnel.
- Simplex Grinnel made several repairs to fire alarm system: shorted wires from the filter building to the Headworks were found and replaced, blown surge suppressors, and a blown map-net board.
- Inspected all fan belts and screens throughout all the facility and replaced as needed
- 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.
- Calibrated Dissolved oxygen probe in the 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 Taunton lake Dr. area.
- Moved collection system flow meters to new locations: 1. Intersection Taunton lake dr. and cross lot, and at the entrance of the Taunton Lake pump station.
- Number 1 clarifier back in service and cleaning.
- Clarifier #1 had all the algae brushes replaced.

PUMP STATIONS

- All pump stations checked twice per week.
- Sandy Hook, Hanover, and Baldwin pump station operations are in the new SCADA and radio telemetry system.
- Replaced a blown capacitor and back flushed Baldwin pump station.
- Cleaned all the pump station wet wells and transducers.

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 Pure-Safety.

REGULATORY COMPLIANCE

In Compliance

SOLIDS HANDLING

Type	Gallons This Month	Target	Gallons This Year	Target
Sludge (SYNAGRO)	19,500	40,625 gal/mo 2 loads/wk	0.479MG	0.488 MG 75 loads/yr

ANALYSIS OF WASTED SLUDGE

Waste Activated Sludge	Total Gallons	Min %	Max %	Average %	Total Pounds
SYNAGRO	19,500	3.96	4.86	4.41	7,177

EMERGENCY CALL-OUTS

Type	Total This Month	Total for Year
Sewer Backup	0	0
0	0	3
1	22	0
0	14	0
0	2	4
0	19	

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	32	82
Corrective Maintenance	30	52
Emergency Maintenance	0	0
Call-Before-You-Dig (CBYD)	31	112

FIELD OPERATIONS

Type	Monthly Ft	Total for Yr	Contract	Amount Left
Sewer Cleaning Scheduled	2000	2000	*****	*****
Sewer Cleaning Scheduled	1000	0	*****	*****
Sewer Cleaning Unscheduled	0	0	*****	*****
Other	Monthly Qty	Total for Yr	Contract	Amount Left
Manhole Inspections	9	14	*****	N/A
Grinder Replacements	3	8	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	1	0	0	0	0	0
Number Callouts	1	0	0	0	0	0
Maintenance & Repair	8	8	8	8	8	1
Flow (Total MG)	.118	.323	1.633	.384	.470	3.986
(Avg. Daily GPD)	3,815	10,429	52,691	12,418	15,185	128,581

FINANCIAL STATUS – MAINTENANCE

Item	Budget \$	\$ Spent/Mo	\$ Spent/Yr	\$ Remaining
Preventative and Predictive	\$55,000	\$4,923.82	\$23,782.76	\$31,217.24
Capital Repair and Replacement	\$95,000	\$18,858.48	\$67,301.85	\$27,698.15

FLOW AND LOADS TRACKING

Budget Month/Yr	Influent Flow, MGD	Influent BOD, lbs	Influent TSS, lbs	Calendar Month / Year	Average N, lbs
July 2013	.449	962	694	January 2013	21.6
August 2013	.444	697	583	February 2013	17.9
September 2013	.432	827	587	March 2013	14.4
October 2013	.389	898	623	April 2013	10.1
November 2013				May 2013	11.96
December 2013				June 2013	17.5
January 2014				July 2013	10.5
February 2014				August 2013	15.5
March 2014				September 2013	17.5
April 2014				October 2013	19.8
May 2014				November 2013	
June 2014				December 2013	
Monthly Average	.429	846	622	Calendar Year to Date Average	15.7
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 % (+/-)	-19	-15	-11.5	Deviation % (+/-)	-7.6

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 August. GHD and Fuss & O'Neill are working to comply with the DPH upgrade requests and all temporary repairs or modifications have been completed. Pictures of the completed work were sent to the DPH.

Check and maintain calibrations of all equipment.

The lines were flushed at Fairfield Hills during the month of October.

Listed below are some of the highlighted major operation and maintenance items that are currently in progress or have been completed.

OPERATION & MAINTENANCE

- Replaced chemical feed pump for the chlorination system.
- Replaced faulty injector and saddle on the chlorination system.
- Three new hydrants are scheduled for replacement in the Fairfield hills service area.
- 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	2
Well Houses	0	0
Reservoirs (Storage)	0	0
Customer Service Issues	0	0
Water Main Breaks	0	1

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	17	86
Corrective Maintenance	0	14
Emergency Maintenance	0	6
Preventative Maintenance	2	2

FIELD OPERATIONS

Other	Monthly Qty	Total for Year
Valve Inspections	6	6
Hydrant Inspections	4	10
Service Inspections	16	18
Call-Before-You-Dig	6	12

(CBYD)

FINANCIAL STATUS – MAINTENANCE

Item	Budget \$	\$ Spent/Mo	\$ Spent/Yr	\$ Remaining
Preventative and Predictive	\$15,500.00	\$1,024.83	\$8,428.00	\$7,072.00
Capital Repair and Replacement	\$20,000.00	\$2,175.83	\$2,775.56	\$17,224.44

FLOW TRACKING

Month/Yr	Well No. 3 Gallons	Well No. 7 Gallons	Well No. 8 Gallons	Plant Production Gallons
July 2013	795,000	4,568,200	0	5,363,200
August 2013	845,000	5,439,800	0	6,284,800
September 2013	751,000	4,824,900	0	5,575,900
October 2013	433,000	2,777,300	0	3,210,300
November 2013				
December 2013				
January 2014				
February 2014				
March 2014				
April 2014				
May 2014				
June 2014				
Monthly Average	706,000	4,402,550	0	5,108,550
Daily Average	13,968	89,590	0	103,558