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Fred Hurley,  
*Director*

**TOWN OF NEWTOWN**  
WATER AND SEWER AUTHORITY

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

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

The Water and Sewer Authority held a regular meeting on November 13, 2014 at the Waste Water Treatment Plant, 24 Commerce Road, Newtown, CT. Chairman Brown called the meeting to order at 7:00pm.

**Present:** Dick Zang, Gene Vetrano, George Hill, Lou Carbone, Marianne Brown, Alan Shepard, Carl Zencey

**Also Present:** Director of Public Works Fred Hurley, Julio Segarra of United Water, Brian Atherton, Chris Smith of Shipman and Goodwin

**Public Participation - None**

**Approval of Minutes** – The previously distributed minutes of the regular meeting of 10/9/14 were unanimously approved.

**UNFINISHED BUSINESS**

Gene Vetrano moved to add 79 Church Hill Road to the agenda, Carl Zencey seconded, motion unanimously accepted. After discussion of the Water Pollution Control Plan, this item was tabled. Chris Smith of Shipman and Goodwin is representing the owner of 79 Church Hill Road and authorized an the extension of the request until the December WSA meeting.

*Establish a Hawleyville Sewer District* – They have the two preliminary layouts. The difference between the two is the trailer park. They have laid out the trailer park with grinder pumps and also gravity fed. There will be an allowance listed for the 100 and 33 acres because at this time there are no specific proposals for those properties. Fuss & O'Neill will be doing an analysis of the construction costs.

These proposals will come back at the next meeting with costs. They will need to set assessments and that will trigger getting the agreements go out to the property owners. The amounts in the agreement are not to exceed numbers. Everything is on hold until we get the signatures.

Dick Zang moved to request that in anticipation of establishing an independent Hawleyville sewer service area, the Financial Director and the Tax Collector report revenues and expenditures for Hawelyville separately from those of the central sewer service area effective January 2, 2015. Alan seconded, motion unanimously approved.

## NEW BUSINESS

*Water Pollution Control Plan/review and update* – Fred Hurley handed out a document he titled 2014 Newtown WSA Sewer System Capacity and Allocation Review. The first question is do we have capacity? 267,000 gallons per day is the current real flow average over the last 3 years. The only thing at stake is the net available capacity from the 332,000 gallons of the treatment plant design. There are still some vacant properties which have been paying for the sewer but not hooked up and using any capacity. There should be some allocation reserved for those properties. CEE started the allocation at 212 edu's per residence and Fuss refined it to 185.

Need to figure out the net available capacity. WSA can set the priority as to what the capacity is in the district and outside the district. Extensions are not required. Priority goes to who comes to the board. The sewer district original design was cut down and in the future, they know that the area's cut will need eventually need it.

Looked at the actual plant flow numbers minus FFH. Vacant property acreage times the gallons per acres would be used to estimate future reserved capacity. Fred Hurley will determine the acres of vacant commercial land.

The town would like to promote development in town which includes housing. They would like to see reasonable development. They need to advise the town what is left in capacity and if we go past the capacity they need to know what will happen.

Chris Smith from Shipman and Goodwin explained that he represents 79 Church Hill Road LLC. Because there is a split zone on the property relative to the district, they were asking for a sewer extension to include the entire property.

*Committee Reports: SCADA, solar, I&I, Finance, regulations, water supply, collection and distribution systems* – **SCADA** – Julio Segarra reported that they are in the final states of the SCADA upgrade. Fuss & O'Neill is scheduled to come back in December and tighten up a few change orders. They are going to tie in a few loose ends into the water plant. They are installing a submersible level in well 3 so they have a good history of the water table. All that is to be integrated in December. **SOLAR**- Fred has asked the solar vendor on the roof of the middle school, animal control and trades lane for an operating and maintenance agreement to operate and calibrate the solar panels.

*Report by United Water Environmental Services Inc.* – Copy of the October Monthly Operating Report is attached.

*Report by Public Works Director* – They have come up with a different approach to doing the work on Well 8. They will use I beams and road plates to get the equipment to well instead of using the bailey bridge.

Having no further business, meeting was adjourned at 9:07pm

Arlene Miles, Clerk



**MONTHLY OPERATING REPORT  
OCTOBER, 2014  
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 12.5 lbs. Our yearly average is well below our permit numbers. 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.

The SCADA project is in the final punch list and completion part of the project with a few small change orders pending.

The GHD group is scheduled to return early December.

There have been no operational events due to the upgrade work being performed. The DEEP has been kept in the loop as the project proceeds. We are no longer operating ultraviolet treatment and alum dosing process until May<sup>1<sup>st</sup></sup> 2015

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

**PROJECTS**

**SCADA**

The GHD group is due back in December to begin closure of the project. Waiting to hear from Aquarion in regards to using their water tank on reservoir dr. as a radio repeater station for the Hawleyville area.

**SOLAR**

- All seems to be working well.

## **OPERATIONS & MAINTENANCE**

- Did Plant Check List Inspection.
- Daily testing and sampling.
- Install and program EFF sampler head.
- Put Ultraviolet racks away for winter.
- New cables are being made for C ultraviolet reactor upgrade.
- Worked on SCADA Program.
- Greased GBT.
- Programmed sampler.
- CBYD at FFH.
- Loaded trucks from Synagro.
- Emergency CBYD at 65 Main Street.
- CBYD - Butterworth & Scheck working at FFH for new manholes in Washington Sq.
- Blew out RAS tubes. Cleaned RAS tubes in #1 Clarifier.
- Repaired LMI chemical pump.
- Cleaned grit screen in Headworks.
- Worked on electrical line for floats in Plant Drain system wet well for Filter Building.
- Worked on changing cables in lab to Julio's office.

## **PUMP STATIONS**

- Checked pump stations.
- Reset generator clock at Sandy Hook Pump Station
- Called in for Sandy Hook Power Station failure.
- Checked Power Station generator tests.
- Locksmith checked each pump station.

## **ODOR ABATEMENT**

No odors this month.

## **STAFFING**

We were down one staff member from October 1 to October 20. We were down another staff member the last week in October.

## **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)	19,000	40,625 gal/mo 2 loads/wk	0.932 MG	0.527 MG 75 loads/yr

## ANALYSIS OF WASTED SLUDGE

Waste Activated Sludge	Total Gallons	Min %	Max %	Average %	Total Pounds
SYNAGRO	19,000	4.44	6.02	5.22	8,484

## EMERGENCY CALL-OUTS

Type	Total This Month	Total for Year
Sewer Backup	0	1
Pump Station	1	41
Plant	2	32
Odor	1	4
Grinder Systems	1	34

## 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	28	738
Corrective Maintenance	21	488
Emergency Maintenance	3	11
Call-Before-You-Dig (CBYD)	37	975

## FIELD OPERATIONS

Type	Monthly Ft	Total for Yr	Contract	Amount Left
Sewer Cleaning Scheduled	0	9650	*****	****7650***
Sewer Cleaning Unscheduled	1200	3450	*****	*****
Other	Monthly Qty	Total for Yr	Contract	Amount Left
Manhole Inspections	5	135	*****	N/A
Grinder Replacements	1	43	As Necessary	N/A

New Grinder Stations	0	0	*****	N/A
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### 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	1	0	0	0
Maintenance & Repair	0	0	0	0	0	0
Flow (Total MG)	.107	.308	1.633	.385	.595	6.209
(Avg. Daily GPD)	3,471	9,966	52,698	12,430	19,210	200,315

### FINANCIAL STATUS – MAINTENANCE

Item	Budget \$	\$ Spent/Mo	\$ Spent/Yr	\$ Remaining
Preventative and Predictive	\$55,000	\$9,767.45	\$27,808.90	\$27,191.10
Capital Repair and Replacement	\$95,000	\$24,241.82	\$75,785.43	\$19,214.57

**HAWLEYVILLE SEWER DISTRICT**  
**EXECUTIVE SUMMARY - OPERATION & MAINTENANCE**

**INSPECTIONS**

Type	Total This Month	Total for Year
Hawleyville Pump Station	9	45
Grinder Pump Station 1		
Grinder Pump Station 2		
Grinder Pump Station 3		
Grinder Pump Station 4		

**EMERGENCY CALL-OUTS**

Type	Total This Month	Total for Year
Hawleyville Pump Station	0	1
Grinder Pump Station 1		
Grinder Pump Station 2		
Grinder Pump Station 3		
Grinder Pump Station 4		

**HAWLEYVILLE 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	9	32
Corrective Maintenance		
Emergency Maintenance		

**FIELD OPERATIONS**

Hawleyville District	Monthly Qty	Total for Year
Service Inspections		
Call-Before-You-Dig (CBYD)	5	15

**HAWLEYVILLE - FINANCIAL STATUS - MAINTENANCE**

Item	Budget \$	\$ Spent/Mo	\$ Spent/Yr	\$ Remaining
Preventative and Predictive				
Capital Repair and Replacement				

**COMMENTS**

**SCADA UPGRADE TO STATION, FLOW METER CALIBRATION**

**FLOW AND LOADS TRACKING**

Budget Month/Yr	Influent Flow, MGD	Influent BOD, lbs	Influent TSS, lbs	Calendar Month / Year	Average N, lbs
July 2014	.422	828	746	January 2014	9.5
August 2014	.351	695	513	February 2014	8.5
September 2014	.299	589	586	March 2014	17.0
October 2014	.351	650	607	April 2014	8.0
November 2014				May 2014	9.0
December 2014				June 2014	9.0
January 2015				July 2014	10.0
February 2015				August 2014	7.0
March 2015				September 2014	8.0
April 2015				October 2014	13.0
May 2015				November 2014	
June 2015				December 2014	
Monthly Average	.356	691	613	Calendar Year to Date Average	10
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 % (+/-)	-32.8	-30.8	-12.8	Deviation % (+/-)	-41.2

**FAIRFIELD HILLS WTF**

**EXECUTIVE SUMMARY**

The staff continues to improve equipment and standard operating methods to prevent Fairfield Hills WTP failures. Well # 3 is off line. The water treatment plant operated very well in October.

We are presently working with Fuss & O'Neill, and contractors to comply with the DPH upgrade requests.

We are also working with SB Church on well # 3.

Check and maintain calibrations of all equipment.

The lines were flushed at Fairfield Hills Town Hall 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

- Discount drain working at FFH on Washington Sq.
- Butterworth and Scheck installed manhole at FFH.
- Flushed lines at Fairfield hills water.
- Backflow testing by Butterworth and Scheck throughout water system been completed with no failures.
- Well # 3 is being redeveloped by SB Church.
- Will be adding a submersible level transmitter and connecting to SCADA historian in order to monitor and record the specific ground water level at the well.
- Replacing the well pump and pipe to the well; both tested bad.
- North clear well has been covered and cleaned, expect to begin work on the south clear well in a couple of weeks.
- New hatches on the storage tanks are now near completion.
- Ground work at the WTP will soon begin to install proper grounding for the transformers and the generator pad.

## 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	1	13
Well Houses	0	0
Reservoirs (Storage)	0	1
Customer Service Issues	0	14
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	17	274
Corrective Maintenance	1	29
Emergency Maintenance	2	13

## FIELD OPERATIONS

Other	Monthly Qty	Total for Year
Valve Inspections	9	77
Hydrant Inspections	6	53
Service Inspections	17	169
Call-Before-You-Dig (CBYD)	7	82

## FINANCIAL STATUS – MAINTENANCE

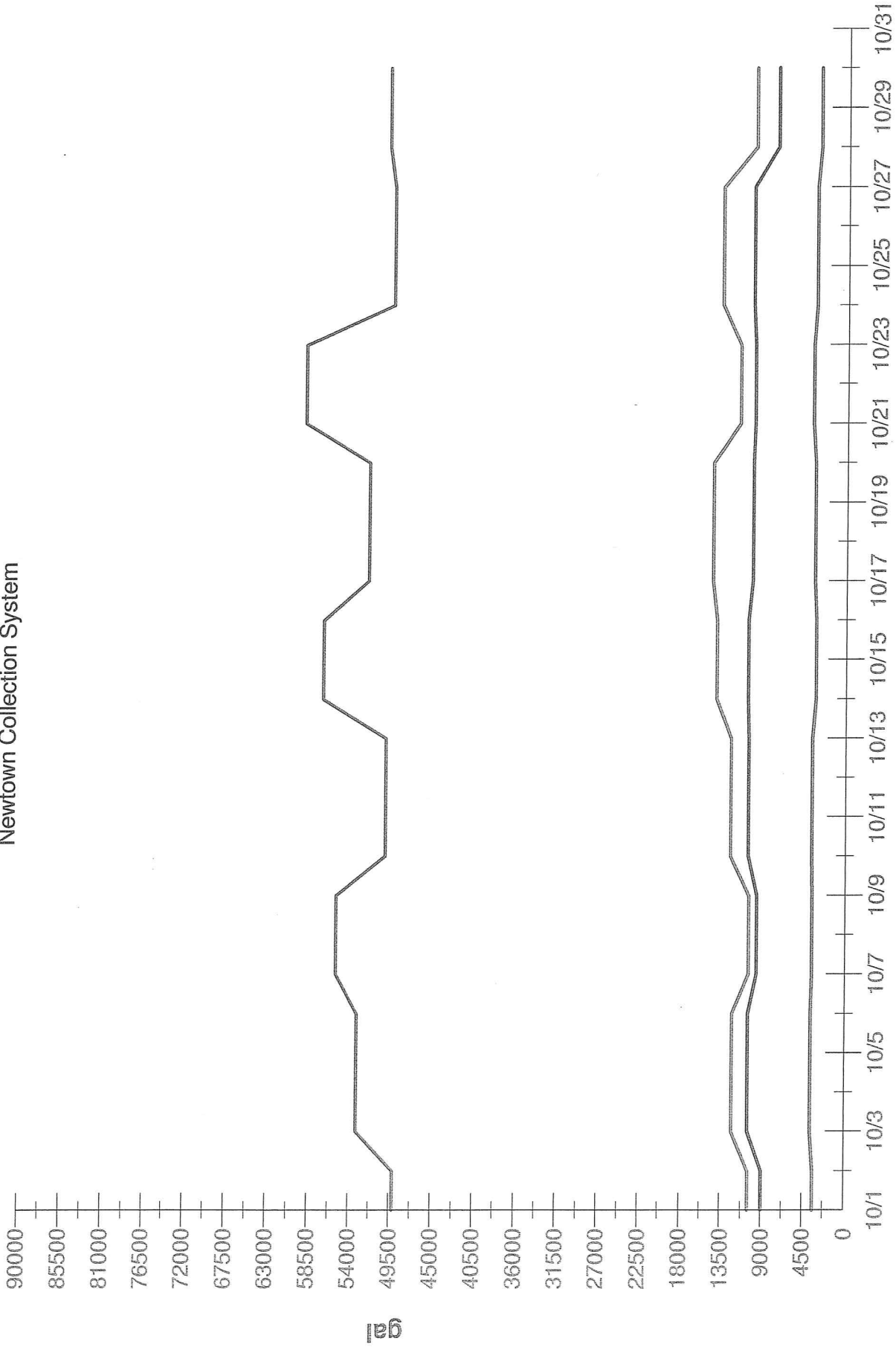
Item	Budget \$	\$ Spent/Mo	\$ Spent/Yr	\$ Remaining
Preventative and Predictive	\$15,500.00	\$2,313.90	\$7,858.38	\$7,641.62
Capital Repair and Replacement	\$20,000.00	\$9,539.83	\$44,998.92	-\$24,998.92

## FLOW TRACKING

Month/Yr	Well No. 3 Gallons	Well No. 7 Gallons	Well No. 8 Gallons	Plant Production Gallons
July 2014	456,000	6,014,500	0	6,470,500
August 2014	1,000	5,589,800	0	5,590,800
September 2014	0	6,124,500	0	6,124,500
October 2014	0	6,215,200	0	6,215,200
November 2014			0	
December 2014			0	
January 2015			0	
February 2015			0	
March 2015			0	
April 2015			0	
May 2015			0	
June 2015			0	
Monthly Average	152,333	5,986,000	0	6,100,250
Daily Average	0	200,490	0	200,490

# Pump Station Flow Data

Newtown Collection System



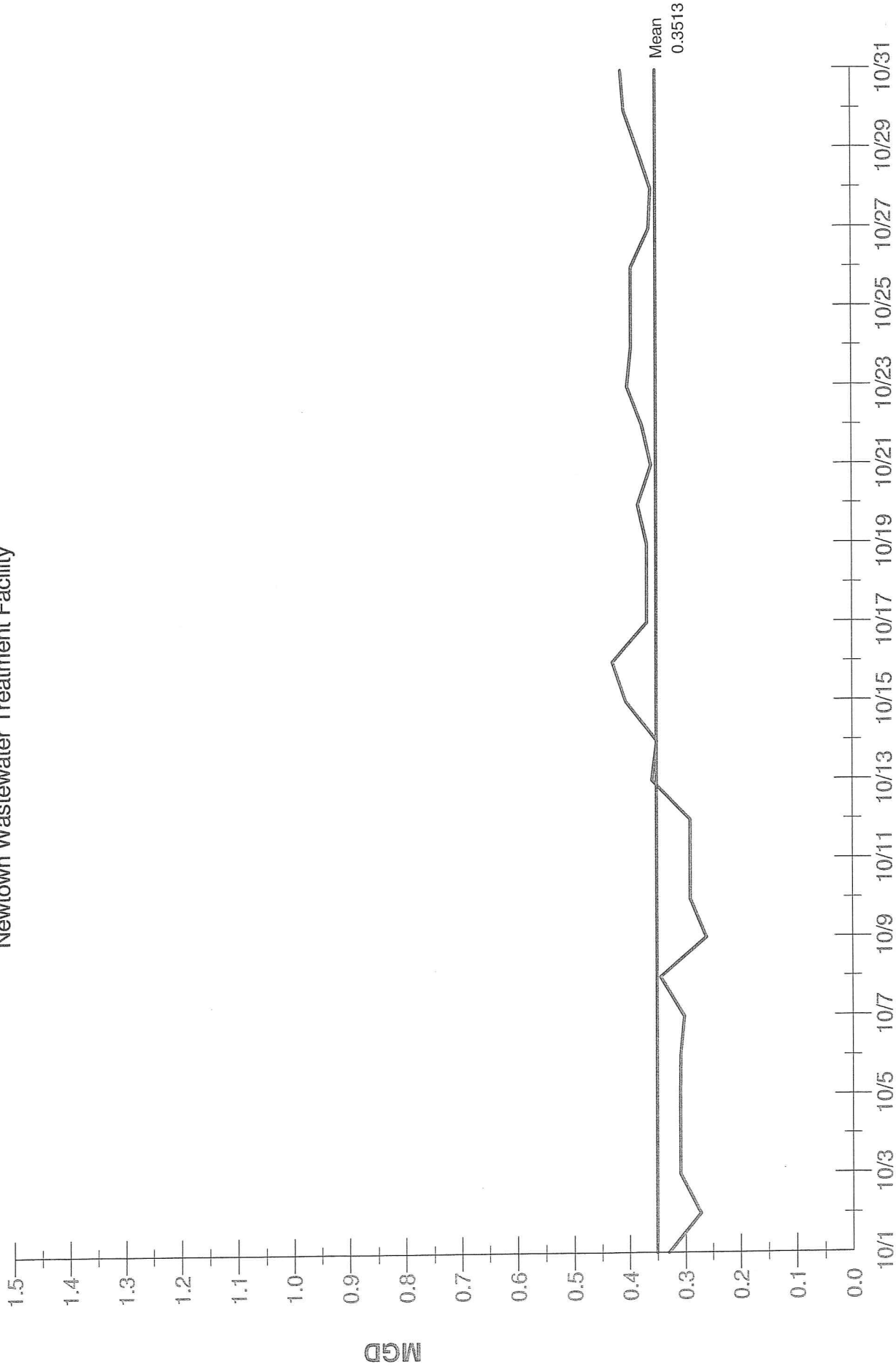
Date ( 10/1/2014 to 10/31/2014 )

/ Sandy Hook PS Flow / Baldwin PS Flow / Hanover PS / Taunton Lake PS Flow

WIMS (CT NEWTOWN WWTP (NEWTOWN, CT))  
Pump Station Flow Data

# Influent Flow

Newtown Wastewater Treatment Facility



Date ( 10/1/2014 to 10/31/2014 )

/ Influent Flow Total

WIMS (CT NEWTOWN WWTP (NEWTOWN, CT))

Influent Flow