

Approved changes by WPCA 11/12/20

**LITCHFIELD WATER POLLUTION CONTROL AUTHORITY  
REGULAR MEETING  
Remote Meeting by Live Internet Video Stream and by Telephone  
October 8, 2020 ~ 7:30 p.m.**

**CALL TO ORDER:** Chairman David R. Wilson called the remote meeting to order at 7:34 p.m.

**ROLL CALL**

Present: David R. Wilson, Christian Bratina, Thomas Waterhouse, David Geiger, and James Koser. William “Sky” Post arrived at 7:42 p.m. and William Buckley at 7:52 p.m. Also present were Ted Donoghue, Plant Superintendent, Ann Combs, Recording Secretary (7:36 p.m.), Raz Alexe, Public Works Director and First Selectman Denise Raap hosted the Zoom meeting. Members of the public were also present.

Absent: None

**SEATING ALTERNATES:** None were appointed, as all regular members were expected to be present.

**MINUTES**

**a) 9/10/20 Regular Meeting:** C. Bratina said there was a question on Item 9 regarding the RFQ for engineering services that was reportedly approved at the last board meeting, but no motion was indicated in the minutes which state “*C. Bratina has completed a draft of the RFQ. Mr. Geiger said he should review it with D. Wilson and Ted, make any adjustments and present it at the next meeting.*” Mr. Bratina advised that if it was not approved, we should approve the issue of the RFQ tonight so we can move forward. He said the process includes a general request for services. When we issue the RFQ, we do not look at cost, that fee is negotiated with the firm after its selected based on the services the WPCA would like to have performed. The process steps would include interview engineering firms, choose the one who is best qualified, specify what work we want done, and then negotiate contract terms with them. A copy of the draft RFQ was sent to all members. **Motion:** C. Bratina moved to have the chairman review the RFQ with DEEP, make any recommended changes, and then issue it for engineering services. W. Buckley seconded the motion. All voted aye and the motion carried. The approval of the September minutes did not take place.

**BUSINESS**

**1. Discussion about Woodridge Lake Sewer District:** D. Wilson reported that the WPCA is working on evaluating the cost for its own stand-alone project versus including Woodbridge Lake. We are working on sampling, and some of the data supports previous theories and some does not. We will keep working on gathering plant loading data.

**2. Update of Torrington Inter-Municipal Agreement:** D. Wilson said he had prepared a markup and was ready to sit down with Harwinton and Torrington to talk. We will look for removal of the user charge that represented what their users pay and for reducing our allocation from 150,000 gallons/day to 50,000 gallons/day. He hopes to have some progress on that next month.

**3. Commercial Industry Discharge to WWCF:** T. Donoghue explained that the DEEP has turned the oversight for the permit over to the WPCAs. He will be reviewing all the information he has compiled with C. Bratina before going to Arethusa. He is recording flows going through their process treatment system. The new sampler is running BOD, TSS and FOG samples. Knowing the true loading is key to

the facility plan. He will put together some information to send out to Commissioners next week for review.

**4. Hach WIMS Project Update:** C. Bratina said the data base is almost done, and then he can begin loading data into it when the program is set up on the server.

**5. Collection System Work:** Ted Donoghue said that since they got the N95 masks, they got back out in September. We had to rebuild one previously marked manhole on Torrington Road as a result of the State DOT's milling project there. The North Street resident repaired their leaking building lateral. Will set up the GIS reports next month.

**a) Jetting/Cleaning:** We did some jetting work on Circle Drive and spent time getting roots out of one manhole and had to rebuild another manhole. They did preventative jetting work on Meadow and Wolcott Streets

**b) CCTV Work:** They did some TV work on North Street and removed some roots from the line.

## **6. Plant Equipment Updates**

**a) UV System:** T. Donoghue said the WPCA has approved going out to bid, but they need to discuss the design parameters around the peak flow. The plant was designed for a peak hour flow of 2.13 MGD. Mr. Bratina noted that the plant has experienced peak hour flows of 4 MGD and instantaneous flows over 4.5 MGD. Mr. Donoghue noted that with the recent sewer repair, the flow has dropped. We need to make a decision on the maximum flow in order to determine the design capacity for the UV system. Mr. Buckley suggested that we should buy only what we need, and if Woodbridge Lake wants to join they should add to the UV system later. T. Donoghue said he has very little confidence in this UV system going another year after a module failed without making a substantial investment in it.

**b) Mechanical Bar Screen:** Ted said that the manual bar screen creates high flows when it is raked in the morning and installing a mechanical bar screen will soften the peak flow numbers. Christian will be working on the design drawings this fall. *[W. Buckley arrived here.]*

**c) Sludge Mixers/Sludge Recirculation Pumps:** T. Donoghue reported they did get the sludge mixer up on the rail. They need details on what they need to do to the panel to get it on line. The sludge recirculation pump that Jim retrofitted with his welding skills is installed. He needs only another week to get the existing panel compatible.

**7. Safety:** Ted said there were no safety issues to report.

**8. Commissioner's Requests:** D. Wilson asked about holding in-person meetings. The Annex prefers we not use its meeting room, and the First Selectman suggests a larger room such as the Litchfield Firehouse if it is available. C. Bratina agreed as long as they can maintain their social distancing. T. Donoghue said he has reserved the firehouse for the next meeting in November if the Commissioners agree. The Zoom meeting would remain concurrently as an option. In an informal poll Messrs. Buckley, Waterhouse and Alexe would prefer to Zoom in, but the others chose to meet in person. They will try this method next month. Sky Post asked about recruiting young engineers for future Commissioners. D. Raap said there are no vacancies at this point.

**9. Public Works / Treatment Plant Report:** Permit compliance has been maintained since the last report. Routine operations and maintenance work continues. The average daily flow for the month of September was 0.266 MGD and the total flow was 7.993 MG. We removed 50,800 gallons of sludge for final disposal during the month of September.

- We processed a total of 104,300 gallons of septage during the month of September a 28% decrease over last September. YTD we are down 39%. All septage haulers sight glasses have been calibrated. There is a new hauler interested in dumping at the plant.
- For September effluent BOD removal percent was 99% and TSS removal percent was 99%. The minimal removal rates per our NPDES permit is 85%.
- The daily average of Total Nitrogen lbs. /day discharged into the Bantam River was 2.2 mg/ or 5 lbs/day. Our daily limit is 24 lbs/day.
- The daily average for Total Phosphorous lbs. /day discharged in the Bantam River was 1.9 mg/l. or 4.1 lbs/day. The monthly average cannot exceed 3.7 mg/l or 9.97 lbs/day.
- On 9/1/20 the FST hose, the one that loads a sludge truck failed. A replacement was bought and installed at a cost of \$5,193 plus \$945 in tub lube oil. They last several years, we do not have a spare.
- On 9/8/20 we began the first of three days of our annual Chronic Toxicity testing.
- On 9/10/20 we performed our quarterly Aquatic Toxicity Report. The Survival rates for *Daphnia pulex*, water fleas, and for *Pimephales promelas*, flat head minnows, were 100%. If the mean percent survival for either or both species is less than 90%, the effluent is determined toxic and an additional effluent sample must be collected and the test procedure repeated.
- On 9/10/20 a generator run alarm triggered in Northfield. Ted responded and it was a brown out. On 9/25/20 we figured out why the generator was running on its own. We had to replace a card in the transfer switch. The generator is functioning normally once again.
- On 9/14/20 and 9/17/20 we jetted the collection system on Circle Drive and removed excessive roots from MH A147.
- On 9/22/20 performed preventative jetting on Meadow and Wolcott Streets.
- On 9/25/20 we ran our first COD, chemical oxygen demand, tests on influent and effluent samples.
- On 9/30/20 we had an incident in which an estimated up to 50,000 gallons of plant effluent was pumped into the FST tank. A water valve was left open by mistake when loading a sludge truck the previous day. This resulted in raising the steel cover 3' off its corbel concrete mounts and allowed some sludge to drain out onto the lawn. It did not reach any catch basins. The spill was reported to DEEP.

**a) Easements:** No report

**b) Operations:** Commissioners discussed manpower skills and staffing. The operator out on Workers' Comp since February? is not able to return to work yet.

**10. Financial Report:** T. Donoghue reported getting the revenue from Sandy. They are about where they were last September for the first three months, just over \$600,000 year to date in collections. D. Wilson discussed liens filed and thought things were going well. They are slightly ahead of last year with expenses.

## 11. Old Business

**a) Second Vehicle:** No report

**b) FY 2019 Audit:** C. Bratina expressed frustration with ten years without a real audit. He said that for the FY 2019 audit he will make a motion to hire a new auditor for the WPCA and W. Buckley agreed. He would like the audit to cover the last two years. **Motion:** C. Bratina moved to hire an auditor to review the last year or the last two fiscal years, depending on cost. W. Buckley seconded. D. Geiger asked the cost, and Ted said they would have to get bids from firms. Mr. Geiger said we should only do the current year, but Mr. Bratina said it would be nice to see if the previous year agrees with what we got from the Town's auditor. D. Wilson said we should shop for prices for one and for two years. W. Buckley said we

have a fiduciary responsibility to the customer for accuracy. D. Geiger said it is equally likely that the problem was with our Finance Department and not with the auditor. C. Bratina said the auditor had explained that the way they were doing auditing was not appropriate for our situation, but he never changed it. T. Donoghue offered to reach out to the auditor for a smoother year, but the others said they were promised changes for two years and do not have confidence in him. Upon voting all five regular members voted aye and the motion carried. D. Raap said she will talk to the current auditor who is working in the Town Hall at this time.

**12. Adjournment: Motion:** W. Buckley moved to adjourn at 9:10 p.m. and T. Waterhouse seconded. All voted aye and the motion carried.

Ann D. Combs, Recording Secretary