

**LITCHFIELD WATER POLLUTION CONTROL AUTHORITY  
REGULAR MEETING  
29 Stoddard Road, Bantam, CT  
April 11, 2019 ~ 7:30 p.m.**

**CALL TO ORDER:** Acting Chairman David Geiger called the meeting to order at 7:30 p.m.

**ROLL CALL**

Present: Christian Bratina, William Buckley, David Geiger, James Koser, David R. Wilson (7:55), Ted Donoghue, Plant Superintendent, Raz Alexe, Public Works Director, and Ann Combs, Recording Secretary

Absent: None

**SEATING ALTERNATES:** D. Geiger was seated as a regular member.

**MINUTES**

**a) 2/14/19 Regular Meeting: Motion:** C. Bratina moved and D. Geiger seconded a motion to approve the regular 2/14/19 meeting minutes. All voted aye except W. Buckley and J. Koser, who abstained because he had not attended that meeting, and the motion passed.

**b) 3/14/19 Regular Meeting: Motion:** C. Bratina moved and J. Koser seconded a motion to approve the regular 3/14/19 meeting minutes. All voted aye except D. Geiger, who abstained because he had not attended the meeting, and the motion passed.

**BUSINESS**

1. Public Requests: None

**2. FY 2020 Budget:** The total proposed budget is \$1,138,348. C. Bratina said they have \$370,000 in fund balance and should only keep enough to pay bills until the end of the fiscal year, so \$100,000 should cover until revenue comes in to pay bills. He suggested approving the budget as it is, and transferring \$200,000 to the Capital Nonrecurring Fund. **Motion:** W. Buckley moved to approve the FY 19/20 budget of \$1,138,348. C. Bratina seconded and all voted aye and the motion carried. **Motion:** W. Buckley moved to transfer \$200,000 from the operating fund balance into Capital Non-recurring. J. Koser seconded, all voted aye and the motion carried.

**3. 2018 Annual Report for BOS:** Final edits have been approved and Ted will update the latest draft and it will then be presented to the BOS sometime in May.

**4. Meeting with Clermont Accountants:** Mr. Bratina reported that the meeting with David Capelletti, the auditor, was productive, but the audit does not agree with the town's financial accounting that is used in the budget. It's off by \$100,000 (10%), so we don't know what our actual expenditures are. Mr. Capellitti was to have reconciled the differenced prior to this meeting, but has not. Ted said the audit should be considered proprietary, not governmental, and Clermont will make that distinct in the FY 19 audit .They will also include a new page in the FY 19 audit that will compare the budget to actual expenses. Mr. Buckley suggested that until the Board accepts the audit, they are not paying the bill. Mr. Donoghue advised that it had already been paid. C. Bratina reported that the auditor advised that both the interest on the Operating and Capital funds are low at 0.5% because they are invested in savings accounts, so he agreed with the suggestion that we provide the town with a schedule when monies come due in both operating and capital funds and have them invested in CD's instead which would should return 2.5%. C. Bratina said the audit

shows depreciation for the Operating Fund and an inaccurate accounting of the capital value of the plant and sewer system. To comply with GASB accounting standards, we instead need an evaluation of the capital assets with their depreciations in a spreadsheet, which he will work with Mr. Donoghue to develop. This will help with budgeting for future equipment and sewer upgrades. Ted has also put together a capital expectations sheet and explained the items. C. Bratina noted they need to upgrade the UV system and include needed sewer repairs.

## 5. Collection System Work

**a) Jetting/Cleaning:** Ted talked about the partial blockage at Circle Drive that caused a backup into a homeowner's crawl space. The backup was percolating around the diameter of her abandoned connection. They used the camera to inspect the line after they used the wart hog to clear roots and other debris that contributed to the blockage.

**b) CCTV Work:** The push camera is working well. Ted said they can go 250 ft. with it. He showed maps color-coordinated to show trouble areas, including Prospect Street. C. Bratina asked him to get costs from several contractors to compare insituforming versus pipe bursting to determine the most cost effective footage to do at a time and to begin repairing the sewers.

## 6. Plant Equipment Updates

**a) Comminutor:** Mr. Donoghue reported that Tom Kovacs, of Kovacs construction is providing a proposal to install the Comminutor, he does smaller projects than Nickerson. We should have a proposal in a week or two. *[David Wilson arrived at this time.]*

**b) Plant Water Pumps Installation:** Ted reported they are ready to go and are waiting for Fran and Steve Roach. It should be a one or two-day installation.

**c) Nitrate Return Pumps:** They drained the east tank. The piping is straight with no elbows. Christian talked with Flygt, and their base for the pump includes a 90 degree elbow. Christian is waiting to hear back to see if they can give us a horizontal output base.

**7. Safety:** No issues to report.

**8. Commissioner's Requests:** Referring to p. 23 of the Sewer Use Rules & Regulations, they noted that 5.15 Connection Fees, Item B, reads, "All fees collected under this section SHALL be deposited in a separate SEWER fund account to be used solely for the construction, rehabilitation, and replacement of the sewerage works." This justifies collecting the money up front. C. Bratina noted the account designated is Capital Nonrecurring. They should follow through in the future and put the money in Capital Nonrecurring as it is collected and track it.

## 9. Public Works / Treatment Plant Report

**a) Easements:** None

### **b) Operational**

Ted reported permit compliance has been maintained. Routine operations and maintenance work continues. The average daily flow for March was 0.655 MGD and the total flow was 20.309 MG. They removed 32,500 gallons of sludge. BOD removal was 99% and TSS was 99%. The daily average for total nitrogen lbs. /day discharged was 4.4 mg/L, or 22 lbs. /day.

Incidents acted on include:

- 3/8/19: A blockage was reported at 189 Prospect Street which was from within the building.
- 3/15/19: It was determined that the electronics have to be updated after Oak Hills Controls came to inspect and diagnose JDV drum thickener PLC/VFD controls. There were questions about the cost of \$9,000.
- 3/26/19: They removed a blockage at 50 Prospect Street. They CCTV'd the next day and found a root ball was still partially blocking the line.
- 3/28/19: Ted attended Crafc0 seal coating training and demo.

Old Business:

- UV System: Ted said he has new bulbs and they will start up the cleaned out channel.
- 202-204 South Street Illicit Connections: Ted will follow up with the owner as result of smoke testing.
- Intern Position: no update
- Nitrate Return Pumps: see 6c. above
- Energy Action Program: C. Bratina said the energy action program is looking at solar cells. Ted mentioned the PPA at the schools for solar panels.

c) **Septic:** They processed 44,750 gallons of septage in March, a 5% decrease over last March. Year to date shows a 19% increase over last year.

d) **Equipment:** No report

**10. Financial Report:** Ted presented the financial report for review, and there were no questions.

**11. Old Business**

a) **Second Vehicle:** Ted said they we retired the 1997 F350 dump truck they are making do, but they really do need a second vehicle so they don't have to use personal vehicles. Ted suggested a used diesel pick-up truck that would alleviate issues towing the jetter trailer. W. Buckley asked him to come back with some options.

**12. Adjournment: Motion:** W. Buckley moved to adjourn at 8:33 p.m. and J. Koser seconded. All voted aye and the motion carried.

Ann D. Combs, Recording Secretary