

**LITCHFIELD WATER POLLUTION CONTROL AUTHORITY
REGULAR MEETING
29 Stoddard Road, Bantam, CT
March 14, 2019 ~ 7:30 p.m.**

CALL TO ORDER: Chairman David R. Wilson called the meeting to order at 7:38 p.m.

ROLL CALL

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

Absent: David Geiger

SEATING ALTERNATES: None available

MINUTES

a) 2/14/19 Regular Meeting: Approval was postponed until the next meeting, as there was not a quorum of members present who attended the meeting.

BUSINESS

1. Public Requests: None

2. FY 2020 Budget: Ted reported on the proposed budget: the Sewage Usage collection was increased from 92% to 94%, he increased supplies, electricity was lowered, as they are using fewer kilowatts hours. Overall, expenditures are \$19,000 more than last year, but there will be no need for a rate increase. The updated budget is based on recommendations from the last meeting. The “Combining Statement of Net Fund Position” sheet was discussed. Ted said they were advised by the auditors to take surplus money out of the operating budget for depreciation and put it into Fund 66. C. Bratina said he’d never heard of taking “depreciation” from the Operating fun, there is a line item 55203 that is a transfer from the Operating Fund to Capital Non-occurring Fund. Depreciation should be listed under an Asset Management Summary developed for the plant and collection system. Mr. Donoghue noted that we need to reserve \$190,000 for the next fiscal year until revenue comes in. C. Bratina said there should be a Capital Non-Recurring budget based on the useful life of the equipment so they can make sure there is enough money for replacements over time. C. Bratina pointed out that the Superintendent and Board must review and understand the audit, which has to reconcile the Operating and CNR Funds. W. Buckley said we have a fiduciary responsibility to the rate payers to review the budget and audit. The Board agreed to invite Amaechi Obi, Finance Director, and the auditor to explain the FY 18 audit.

3. 2018 Annual Report for BOS: Mr. Geiger made edits to the draft Annual Report and will be a living document for presentation each year about the plant’s performance, equipment upgrades and ongoing projects and a summary.

4. DPC Engineering Update: Ted said he and D. Wilson met with reps from DPC who made recommendations, for a flow study of Sub-Section an in Bantam next. It would cost \$25,000 to monitor for 10 weeks. C. Bratina noted that we have been performing flow studies for several years which have revealed no significant sources of I & I and instead suggested to proceed to gather GIS information while jetting and camera-ing the system a little. He suggested suggested buying or renting a couple flow meters to pin down the sources ourselves, Ted will get pricing on buying two flow meters as the Commission decided to not use DPC to continue flow monitoring this spring. Ted and the team will plan on jetting and inspect the

entire system over the next five years. He said that with the new equipment he expects to exceed the standard to clean jet and inspect at least 20% of the system a year.

5. Plant Equipment Decisions

a) Comminutor: The comminutor has been delivered and is in the garage. They need someone to set it up and install it.

b) Plant Water Pumps Installation: Ted said next week he will work it out with Fran as a one or two-day project.

c) Nitrate Return Pumps: Will drain the Aeration tank in the beginning of April and inspect with C. Bratina's help.

6. Safety: Ted said he got flagger training in Goshen at the NHCOG.

7. Commissioner's Requests: None

8. Public Works / Treatment Plant Report

a) Easements: No report

b) Operational

Ted reported permit compliance has been maintained. Routine operations and maintenance work continues. The average daily flow for February was 0.644 MGD and the total flow was 18.018 MG. They removed 39,000 gallons of sludge. BOD removal was 99% and TSS was 99%. The daily average for total nitrogen lbs. /day discharged was 5.2 mg/L, or 28 lbs. /day.

Incidents acted on include:

- 2/4/19: Stand pipes 5 and 6 completely clogged, with all the solids in the west tanks. No issues losing solids but needed to use the trailer jetter to break both lines free.
- 2/14/19: Large rag ball pulled from plugged BST pump line
- 2/19/19: Cleared blockage on the building connector at 50 Prospect St.
- 2/21/19: Detected the filament M. Parvicella in aeration tanks
- 2/25/19: Vivexx push camera was delivered. Power outage at 3:10 p.m. from branch down on West Morris Road.
- 2/26/19: Used new push camera at 189 Circle Drive and discovered root blockage. Used trailer jetter to break it free. Re-camera it on 3/1/19 and had to jet it again. Will need to use the Wart Hog to remove all the roots.
- 2/26/19: Franklin Miller comminutor was delivered.

Old Business

- UV System: C. Bratina performed a present worth cost comparison of the UV system upgrade vs chlorine disinfection and found the capital cost of going to chlorination was too high. Ted will look for pricing for UV system upgrade.
- 202-204 South St. Illicit Connections: Smoke testing was done at the Chin property. Contractor will take care of yard drains, and we will have to redirect the catch basin.

- Intern Position: R. Alexe said they have put feelers out to the nearby colleges with no success yet. Mr. Bratina suggested checking with UConn.
- Second Vehicle: They sold the old truck, and just have the pickup truck now. They need a used truck. Raz will see about Aquarion give aways and will check the State list.

c) Septic: They processed 17,750 gallons of septage in February, a 9% decrease over last February. Year to date shows a 21% increase over last year.

d) Equipment: No report

e) Collection System: No report

9. Financial Report: Ted reviewed the budget and said there is 25% of the budget left and he is right on target. They are doing much better with electricity. Computer security was discussed, and C. Bratina recommended regularly, at least monthly, backup for the plant and SCADA computers, and test restoring the backup at least annually to be sure it works.

10. Old Business

a) UV System: Discussed above

b) 339 & 351 South Street: No report

11. Adjournment: Motion: W. Buckley moved to adjourn at 8:53 p.m. and C. Bratina seconded. All voted aye and the motion carried.

Ann D. Combs, Recording Secretary