

MINUTES
LITCHFIELD WATER POLLUTION CONTROL AUTHORITY
REGULAR MEETING
29 Stoddard Road, Bantam, CT 06750
January 14, 2016

CALL TO ORDER: Chairman David R. Wilson called the meeting to order at 7:35 p.m.

ROLL CALL

Present: Christian Bratina James Koser, Robert D'Andrea, David Geiger, David R. Wilson, Ted Donoghue, Plant Superintendent, Raz Alexe, Public Works Director, and Ann Combs, Recording Secretary

Absent: William Buckley

SEATING ALTERNATES: D. Wilson appointed both alternates Christian Bratina and David Geiger as regular voting members. [As C. Bratina would be willing to take the regular WPCA seat vacated by D. Geiger, the Board of Selectmen will consider the appointment at its 1/19/16 meeting.]

MINUTES

a) Regular December 10, 2015: Motion: C. Bratina moved to approve the regular 12/10/15 meeting minutes and D. Geiger seconded. Two corrections were made regarding safety and nitrogen credits, and R. D'Andrea moved to amend the minutes accordingly. D. Geiger seconded, all voted aye, and the amendment carried. Voting on the original motion as amended, all voted aye except J. Koser, who abstained because of absence, and the motion carried.

BUSINESS

1) Public Requests: None

2) New NPDES Permit: D. Wilson said the State said we have to issue our permit including phosphorus and suggested following Torrington's permit, but they have a limit different from ours. D. Wilson investigated and found the river is deficient as of bacteria up to the plant. He suggested inquiring from the State as to how they came up with the limits and why monitoring is needed. Ted said he has 12 months of phosphorus data showing they are over some months and under for others. The average has been just below permit so far. Ted will have to do samples each week now, which will be harder to hit the limit. It could also be more challenging based on rain events. They could do some modifications to waste it biologically. C. Bratina said they can discuss with the State how to mitigate what comes into the influent. We don't want to accept the permit if we can't meet it. We need some time to study it and could ask the State for funds. He suggested keeping a paper trail and putting our plan in writing. Managing detergents is an idea to pursue. We can ask for a delay of a year or two until we can investigate. There are possible changes we can look at to meet the permit. R. D'Andrea suggested educating users by asking them to use lower or no phosphorus detergents or fertilizers. They can sample septage also to determine phosphorus lbs/day. Ted will talk with the State and find out why they are asking for this. Ted will be doing net DMR, which can be put into the language of the permit, and testing for ecoli and reporting.

3) Request for Qualifications Draft: Ted said that C. Bratina helped him edit the overview. He plans to take small incremental steps in the spring, saying this will be the first phase. C. Bratina stipulated the months to have it done. D. Wilson suggested putting a water level logger in each of 5 holes and recording the data. The data loggers cost \$300 each.

Motion: R. D'Andrea moved to spend up to \$2,000 for purchase of data loggers. D. Geiger seconded. It will be beneficial to see which ones respond the fastest after a rainstorm. They will also want to know when it goes up and down with rainfall intensity. D. Wilson passed around a technical paper on flow monitoring. Ted will plan to publish the ad before the next meeting. D. Wilson said to look at the area, such as Circle Drive, not just the linear feet. Voting on the motion, all voted aye and the motion carried. Funds will come out of the supplies account.

- 4) **CMOM Update:** Capacity, Management, Operation and Maintenance: T. Donoghue said this is a living document that will evolve and change. The DEEP is focusing on collection systems. D. Wilson asked about an automatic hood washer, and Ted said they have systems that will automatically and periodically clean the hoods over restaurant cooking areas. D. Wilson said this document is a good start.
- 5) **FY 16-17 Budget:** D. Wilson said they need to think about budget. The numbers are better and salary numbers should be more predictable now. Ted will present a draft at the next meeting. He would like to shoot for a zero increase budget, but there will be a percentage increase per the union agreement. D. Wilson discussed the financial statement and the Federal and State audit reports done by BlumShapiro. Mr. Wilson said they should have 10% of the budget in CapNR and should budget a number for Torrington. Torrington is behind on the upgrade engineering. We will determine a capacity.
- 6) **Safety:** Ted said CIRMA is now doing online safety training. Blood-borne pathogens and lifting is coming up. This will be more convenient for the crew. There have been no accidents.
- 7) **Commissioner's Requests:** None
- 8) **Public Works / Treatment Plant**
 - a) **Easements:** No report.
 - b) **Operational:** The plant ran well in December, maintaining permit. December average daily flow was 387,000 gallons and total was 12.005 MG. They removed 58,500 gallons of sludge. Effluent BOD and TSS removal were both 99%. Daily average total nitrogen discharged was 4.3. mg/L, or 13.9 lbs/day. Ted attended three all-day Class IV exam training classes. On 12/3/15 preventive collection system maintenance was done at Circle Drive and Brandywine. There is something wrong at Brandywine, as rags are collecting in the building's lateral pipe. They cleaned it out, and it was last done the end of November. On 12/9/15 they conducted the annual generator ISO New England drill. On 12/17/15 they switched the polymer feed line to the discharge pipe coming out of the BST pump downstairs. On 12/22/15 Carina Hart from JK Muir began the energy investigation. She was back Tuesday to look at the heating/cooling system. There should be a proposal coming shortly. On 12/29/15 the heat in the lab building shut down, and repair was called and scheduled for 1/8/16.
 - c) **Septic:** They processed a total of \$82,500 gallons of septage for December, which was a 10% decrease over last December. Mid-year point they are at a 15.1% increase over last year.
 - d) **Equipment:** Raz Alexe said he will be renegotiating prices on generators, but the WPCA said it just invested in one and won't be included.
 - e) **Energy:** T. Donoghue said we will see savings on the new electricity contract.

9) Financial Report and Year-End Audit Results: They are on track per Ted. They have used up most of the repair budget, but should be in good shape and just mindful of the budget from here on. Sandy has done very well with revenue with over 90% collected already. D. Wilson clarified that it is 85% of the unreduced collections. He would like Ted to get a copy of the I&I study and plug in some data.

10) Quarterly Goals and Objectives: No report

11) Adjournment: Motion: R. D'Andrea moved to adjourn at 9:00 p.m. and C. Bratina seconded. All voted aye and the motion carried.

Respectfully submitted,

Ann Combs, Recording Secretary