

**LITCHFIELD WATER POLLUTION CONTROL AUTHORITY  
REGULAR MEETING  
Remote Meeting by Live Internet Video Stream and by Telephone  
December 10, 2020 ~ 7:30 p.m.**

**CALL TO ORDER:** Acting Chairman William Buckley called the remote meeting to order at 7:31 p.m.

**ROLL CALL**

Present: William Buckley, Christian Bratina, Thomas Waterhouse, and Sky Post. Also present were Ted Donoghue, Plant Superintendent, Ann Combs, Recording Secretary, Raz Alexe, Public Works Director and First Selectman Denise Raap, who hosted the Zoom meeting.

Absent: David Geiger, David R. Wilson, and James Koser

**SEATING ALTERNATES:** Chairman Buckley seated alternate Sky Post as a regular voting member.

**MINUTES**

**a) 9/10/20 Regular Meeting: Motion:** T. Waterhouse moved to approve the minutes of September 10, 2020, and S. Post seconded. All voted aye except C. Bratina, who abstained because of absence, and the motion carried.

**b) 11/12/20 Regular Meeting: Motion:** T. Waterhouse moved to approve the minutes of November 12, 2020, and S. Post seconded. All voted aye with one abstention by W. Buckley, and the motion carried.

**BUSINESS**

**1. Update of Torrington Inter-Municipal Agreement:** W. Buckley announced that D. Wilson says the proposed agreement has been filed with Torrington, is under review, and we are waiting to hear back from Torrington. Harwinton's proposed IMA has also been filed with Torrington.

**2. Public Request and or Comment:** T. Donoghue said a resident from Bantam Road who wanted to speak has withdrawn their request for this evening. They will write a letter instead to the WPCA and Board of Selectmen.

**3. Commercial Industry Discharge to WWCF:** T. Donoghue said they have finished their focus on Arethusa sampling and all data has been imported into Hach WIMS. Now the focus will shift to composite sampling on Torrington Road and Hart Drive. C. Bratina suggested meeting with Arethusa when D. Wilson gets back to discuss the results and a new permit. T. Donoghue said they are now re-applying for the miscellaneous permit that we, the WPCA, will oversee. Chris at Arethusa will contact Ted when they are finished, and a contact at DEEP will reach out to us as well. Once the permit is approved, we will be able to address some of our specific concerns that the permit does not address. He also noted that Arethusa's overall BOD loading is a lower number than what we've been billing them from the grab samples. At the next meeting he will present the trends so it can be discussed in more detail.

**4. Hach WIMS Project Update:** C. Bratina has imported 23 years of data into this program. He said it is a complex program with a tremendous amount of data. The next step is training for Ted and his team, and they should be using it in January. There are many features, and monthly data can be exported directly to Excel. All data will be in one place, and we will not have to search through various workbooks to use it. C. Bratina also did all the setup and data loading at no charge. T. Donoghue said one feature is that we can generate our MOR that we submit to DEEP, as C. Bratina created a template for it. This saves time with going to different programs, as all data will be in one place.

**5. Collection System Work:** Ted Donoghue said they have not done as much jetting and CCTV work for November based on weather and shorter weeks. They will be checking lines. Raz Alexe expressed his appreciation and noted Ted had done a lot of work for Public Works in getting them information on the Moosehorn lines and failures on the drainage, two days' work which helped him in designing the drainage in conjunction with the road.

a) **Jetting/Cleaning:** See above

b) **CCTV Work:** See above

## **6. Plant Equipment Updates**

a) **UV System:** T. Donoghue said they may not be able to get a UV bid out before the end of the year. The system is aging, and they have been talking about this for over a year. He is quite concerned about the next disinfection season. Time is getting short to get a manufacturer in place for an April installation. He spoke to three of the four manufacturers and found they will need between 14-18 weeks to deliver a new system. If this does not happen by the end of the month, we will have to invest money into the current system. It could be very costly to replace the power supply (\$80,000) and to replace the PLC (\$50,000). D. Raap asked for the cause of the holdup, and C. Bratina explained he laid out two options in the bid. Option 1 was to supply and install equipment in 2021 before May 1<sup>st</sup>, and the second for the same before May 1<sup>st</sup> of 2022. He didn't feel it is feasible to get a contractor to get the equipment and install in such a short time frame, especially with COVID-19. He added he will forward the name of another company that could supply replacement parts. R. Alexe said because the size of the plant, we are limited to the companies who can do the work. Ted said the only companies he knows of who can deliver the vertical units are Suez and Glasco. He repeated that we are required to report UV dose on the monthly operating report (MOR) to the CT DEEP. The PLC on the current unit was never designed to do that. Suez says the only way to do this is to totally replace the PLC because it could not be retrofitted, but also shared that we could be given a worksheet to manually calculate the UV dose. Something that they never explained to Ted in the past. We need to recognize that this is our responsibility. C. Bratina asked him to give him the Ozonia O&M manual and he will check with the company who does the programming of the PLC. It may be calculated but just not displayed. Ozonia didn't do the programming of the PLC. Ted suggested moving along with the bid while following up with a company in Quebec to see if they can make changes to the existing program in order to calculate the dose. C. Bratina said they also need to find a company that can do the repair for the two power supplies, reaching out to Suez first.

b) **Mechanical Bar Screen:** Ted said this is still on the back burner. C. Bratina said that after Hach WIMS and UV coming first, he will work on this next.

c) **Sludge Mixers/Sludge Recirculation Pumps:** T. Donoghue said there were miscommunications with Sergey and the electrician, and they still are not using the new mixer. He is not happy and will reach out again tomorrow.

**7. Safety:** Ted said there have been no accidents or injuries to report. They just completed an online "Call Before You Dig" course.

**8. Commissioner's Requests:** C. Bratina asked about the engineering RFQ, and Ted said the question submittal period ended on the 8<sup>th</sup> and he hosted two more tours this week. Proposals must be submitted by December 22<sup>nd</sup>. He is expecting 6 to 8 firms that may be interested. C. Bratina asked about getting an occupational health program that does a monthly assessment of employees on Workers Comp. Ted will have this item on the next agenda and will ask Elizabeth Callahan to speak.

**9. Public Works / Treatment Plant Report:** Permit compliance has been maintained since the last report, with the exception of an effluent non-compliance report for exceeding the daily maximum for both

BOD and TSS on 11/1/20. Routine operations and maintenance work continues. The average daily flow for the month of November was 0.439 MGD and the total flow was 13.175 MG. We removed 71,500 gallons of sludge for final disposal during the month of November.

- We processed a total of 113,000 gallons of septage during the month of November, a 24% decrease over last October. YTD we are down 27%.
- For November effluent BOD removal percent was 98% and TSS removal percent was 96%. The minimal removal rates per our NPDES permit is 85%.
- The daily average of Total Nitrogen lbs. /day discharged into the Bantam River was 3.5 mg/ or 12 lbs. /day. Our daily limit is 24 lbs. /day.
- The daily average for Total Phosphorus lbs. /day discharged in the Bantam River was 3.3 mg/l. The monthly seasonal average, between May to October, cannot exceed 3.7 mg/l or 9.97 lbs. /day.
- On 11/5/20 Kats Pump Service pulled two electric motors from Northfield to be refurbished. We also replaced the vacuum pump as well.
- On 11/16/20 the generator run alarm sounded at 9:08 PM due to a fallen tree on Bantam Road. Ted responded.
- On 11/30/20 we had a high flow event. We received 3" of rain and plant flow nearly tripled from the day before to 1.2 MGD. There were no issues with plant performance. They are seeing a quicker recovery time to these high flow events. Concerns are raised, however, regarding the facility plan to mitigate these flows in the collection system. Upon question by S. Post, Ted said they have done flow monitoring, but they need to analyze previous data to see trends and focus on where to look further for problems. Ted mentioned a webinar on rate structuring for future consideration that he will share with the commissioners. W. Buckley thought it might be a good discussion item for the next meeting.

**a) Easements:** No report

**b) Operations:** discussed above

**10. Financial Report:** T. Donoghue said he moved the debt service into the spending account, which is a normal function. The budget is about 50% spent and we are in good shape. Cash receipts are still down compared to this point last year. Sandy sent out over 200 statements for those who did not pay by October. S. Post asked about how our usage fee fits in with other towns, and Ted said we are at the median, or slightly above. They discussed the possibility of taking payments by credit card.

#### **11. Old Business**

**a) Second Vehicle:** Ted said they need to work on immediate items, but he will revisit this in the spring.

**b) FY 19 Audit:** T. Donoghue said he has to get firm referrals from C. Bratina so he can contact them for information. He will have it for the next meeting.

**12. Adjournment: Motion:** C. Bratina moved to adjourn at 8:35 p.m. and S. Post seconded. All voted aye and the motion carried.

Ann D. Combs, Recording Secretary