

**LITCHFIELD WATER POLLUTION CONTROL AUTHORITY
REGULAR MEETING
29 Stoddard Road, Bantam, CT
June 8, 2017 ~ 7:30 p.m.**

CALL TO ORDER: Chairman David R. Wilson called the meeting to order at 7:33 p.m.

ROLL CALL

Present: David R. Wilson, William Buckley, Christian Bratina, Robert D'Andrea, Ted Donoghue, Plant Superintendent, and Ann Combs, Recording Secretary

Absent: David Geiger, James Koser, and Raz Alexe, Public Works Director

SEATING ALTERNATES: There were no alternates to seat.

MINUTES

a) 2/16/17 Special Meeting: Motion: C. Bratina moved to adopt the amended special meeting minutes of 2/16/17 and R. D'Andrea seconded. All voted aye and the motion carried.

b) 3/9/17 Regular Meeting: This will be postponed until the next meeting as there was not a quorum of members present to vote who attended the 3/9/17 meeting.

c) 5/11/17 Public Hearing: Motion: R. D'Andrea moved to adopt the minutes of the 5/11/17 public hearing and C. Bratina seconded. All voted aye except W. Buckley, who abstained because of absence, and the motion carried.

d) 5/11/17 Regular Meeting: This will be postponed until the next meeting as there was not a quorum of members present to vote who attended the 5/11/17 meeting.

BUSINESS

1. Public Requests: Gary Copeland - 342 Bantam Rd: Gary Copeland presented a map of Bohemian Pizza. He said only one sink is used, so he decided to put in a big dipper instead of a grease trap. Ted warned him that it must be maintained and that it is a job no one wants to do. Mr. Copeland asked how often it should be cleaned, and Ted said it depends on volume and dependability of staff.

2. Assessments: D. Wilson explained our assessments as benefit assessments. When the project is finished, we divide the cost of the project among all those who benefit from it. Then there is a public hearing and a chance to appeal. Then they get a choice of paying what their assessment was or what the annual payment would be if financed at the cost of our bond over the life of the bond. He is working with Finance to identify and unlock money from interest saved from prepaid money, take it out and put it into an area where they can find it. Interest on late payments and lien fees gets charged to the customer. W. Buckley objected to assessments for real estate benefit and they shouldn't be charging people to repair the sewers. C. Bratina agreed and said the assessment should be for new assessment and not rehabilitation. W. Buckley also said it's an unfair benefit to larger properties vs smaller properties. Further, he said if there is no house on a lot that gets a sewer line, it increases in value. C. Bratina suggested putting the excess money into capital non-recurring so it is available. W. Buckley said to check with the auditors.

3. Fuss & O'Neil Flow Dilution Study Review: Ted said there will be no final report until they get their money. C. Bratina suggested repairing what they know about instead of waiting for the report.

4. Place John Deere 430 Tractor Out to Bid: Ted said they got a good price on a Bob Cat diesel lawnmower, and he hopes to get \$500 - \$1000 for the tractor. D. Wilson suggested putting the John Deere

on Craig's list. **Motion:** W. Buckley moved to go out to bid and advertise accordingly. C. Bratina seconded. They agreed to also put it on Craig's List. Upon voting all voted aye and the motion carried.

5. Audits - Fund Balance Transfer: D. Wilson said the annual report on line shows the auditors converted the WPCA to an enterprise account, treating it like a business, and to full accrual account. So now we follow numbers a different way. The auditors recommended what monies to transfer from combined cash reserves into capital reserve. Out of \$495,000 unrestricted net fund balance, they say we can safely transfer \$240,791. **Motion:** W. Buckley moved to transfer \$240,791 from unrestricted fund balance to the capital reserve account. C. Bratina seconded and disagreed with treating depreciation as an expense. He again suggested having our own accountant review and audit; someone who does wastewater treatment plants. He said he has used Scully & Wolf in the past and will look back to see who else has been used. He does not understand making depreciation as an expense and changing the titles of our accounts. D. Wilson said they are changing the method of accounting. Upon voting all voted aye. They will send a written memo to Finance.

6. Greenskies Update: D. Wilson said that after comments were sent back to Greenskies, they responded and said they could do it over the phone. Leo and Raz suggested a conference call. If all questions are answered, D. Wilson recommended going forward with it. They discussed how the demand works and suggested energy-saving ideas such as heat pumps vs boilers to reduce amperage.

7. Safety: Ted reported no incidents, no accidents and no training.

8. Commissioner's Requests: D. Wilson said Bantam River Corporate Park's water bills went way up last summer and they found a faulty backflow valve on the sprinkler system. D. Wilson witnessed the new backflow valve installed and suggested we charge them for half of the water they wasted. We also won't charge any late charges provided they pay before the end of the month. The Commission agreed upon this deal.

9. Public Works / Treatment Plant Report

a) **Easements:** None

b) **Operational:** The average daily flow for May was 638,000 gallons. They removed 52,000 gallons of sludge. BOD removal was 94% and TSS was 98%. Nitrogen was 29.4 mg/L, or 36.8 lbs/day. The daily average total phosphorus discharged was 2.5 mg/L, or 36.8 lbs/day. CCTV work was done and completed. They did the final RAS chlorination to combat the filamentous bacteria *S.natans*. Now they have *M. Parvicella* back. They performed preventative maintenance at Jackie's Restaurant and on Case Road and Vanderpoel Ave. On 5/15/17 there was a blockage at 126 Bantam Road (Love Hearts Bakery). They had to replace the entire building connector. It was agreed to send them a formal letter citing the violation and related penalty, and giving them ten days before a fine is levied. Ted will send this letter by certified mail or hand deliver. On 5/16/17 they pulled PVC inside invert from a manhole at Cooper's house. Spring grease trap inspections began in May, and they put 3,000 of RAS from Torrington WPCA to jump start nitrification. On 5/24/17 the effluent flow meter and lab equipment were calibrated. There was an emergency repair at Indian Knolls after a contractor hooked a lateral to a blocked pipe.

c) **Septic:** They processed 132,400 gallons of septage in May, a 9.5% decrease over last May. Fiscal year to date they are at 11.3 % decrease over last year.

d) **Equipment:** The new diesel Bob Cat mower was delivered.

e) **Energy:** Discussed under No. 6 above.

10. Financial Report: Commissioners reviewed the sheets and Ted reported \$59,000 surplus at the end of May. With sludge hauling they will save \$9,800 below budget, translating into 14 trucks that did not have

to go out. D. Wilson said Sandy has sent out letters to delinquents each month and works with the banks that hold the mortgages. Money has come in from the owner of the Bantam Bread building and the Litchfield Inn.

11. Adjournment: Motion: W. Buckley moved to adjourn at 8:50 p.m. and C. Bratina seconded. All voted aye and the motion carried.

Respectfully submitted,

Ann D. Combs, Recording Secretary