

**LITCHFIELD WATER POLLUTION CONTROL AUTHORITY**  
**Regular Meeting**  
**Litchfield Firehouse ~ 258 West Street**  
**Litchfield, CT 06759**  
**June 14, 2012 ~ 7:30 PM**

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

**ROLL CALL**

**Present:** Chairman David R. Wilson, David Geiger, and William Buckley

**Absent:** James Koser, Christian Bratina

**Others Present:** Plant Superintendent Ted Legendre, Jack Healy, Director of Public Works and Ann Curtis, Recording Secretary.

**MINUTES**

**a) Regular 4/12/12 Minutes: Motion:** D. Geiger moved to approve the April 12, 2012 minutes as published and D. Wilson seconded. All voted aye except W. Buckley who abstained because of absence, and the motion carried.

**OLD BUSINESS**

**1. Public Requests**

**a) Melony Brady, 17 Tollgate Hill Road, Sewer Connection 860-798-8121:** T. Legendre explained that Ms Brady would like to tie into Ryle's lateral behind his house or go to the manhole on the Route 202 right-of-way. W. Buckley said a map showing the lines is needed before a decision can be made. T. Legendre will bring in the sewer study next month and a sketch of the two proposals.

**b) Valerie Cyr, 61 Gallows Lane:** This is a Housing Trust home and Ms Sear is asking for a discount on the user fee as she is low on money. W. Buckley pointed out that the ordinance does not allow for a discount so her request was denied.

**2. Safety:** J. Healy said there were no accidents or injuries to report. He is continuing to work on training.

**3. Commissioner's Requests:** None

**4. Rate Increase: Motion:** D. Geiger moved to accept the rate increase to \$396.00 per EDU per year as published and discussed at the public hearing. W. Buckley seconded the motion; however, he said he would vote no and asked to review contract operations and proposals from firms. D. Geiger did not object to that or to going to metered flow, but said they must get the WPCA on a sound financial footing first. D. Wilson added that there are 15 accounts being billed by gallonage now, but they will need more information on each restaurant to defend the charges. **Vote:** Upon voting, D. Wilson and D. Geiger voted aye and W. Buckley voted nay; motion carried.

**5. Morris Meter/New Meter and Assessment Cost:** D. Wilson said he met with Morris and they are on track for the cost of the upgrade. Morris' share is about \$22,000 per year, which is 8% of the total cost of the upgrade. He says they may pay over two or three years as long as they pay the 2% on the unpaid balance. He also met over the meter. Morris will pay for and own the meter and

Litchfield will maintain it, or Morris can take over the maintenance. He is working on the settlement of bills they owe. J. Healy said they have shown they are trying to get the meter reading accurate to assure confidence from Morris. D. Wilson will meet with them again on July 9, 2012.

#### **6. I & I**

**a) Sheldon Lane:** T. Legendre said he has brought the manhole up to grade. J. Healy said there are no palatable options at this point. He will next look into bursting. They need to eliminate ground water coming into the system. He also mentioned that on Prospect Street, the laterals have infiltration coming into the manholes.

**7. Budget:** D. Wilson emphasized they do have a cost problem and cited the treatment plant survey showing labor expenses 50% too high. W. Buckley said to look into a contract operation. Another issue is can they spread the cost over more flow. W. Buckley advised sending a signal to the unions. J. Healy said that Dames & Moore is a company to look into for contract operation. They build, design/build, or design/build/operate. "Contract Operation" will be included under the Public Works Director's priority list next month.

#### **8. Public Works Director Priority List of Items**

**a) Easements:** Many easements have not yet been returned.

**b) FEMA:** J. Healy reported checks are starting to come in from FEMA for storm Irene. The majority of the money is going to the WPCA.

**c) EDU Definition:** Mr. Healy said he wants to put into the language, "Separate buildings are separate EDU's."

**d) SCADA:** J. Healy said he has received an updated proposal with total job estimate of \$123,000 for the long-term upgrade, itemized by task, from NIC Systems Corp. but he will wait until there is enough money in the account to write the purchase orders. Nothing has been fixed on SCADA. D. Wilson requested a copy of the operations report that shows septage.

#### **NEW BUSINESS**

**1. Treatment Plant Report:** T. Legendre reported that the plant ran very well in May.

**a) DEEP Compliance:** Arethusa Farm has installed a Ph meter and is adding product to increase the Ph before it leaves their site. T. Legendre has received a copy of the permit application, and he and Mr. Healy have suggested some changes and additions that they will again review before presenting to Mr. Casiello.

**b) Nitrogen:** Mr. Legendre reported that effluent nitrogen level for May was 22 lb/day. Average effluent nitrogen in mg/l was 7.4, and they accepted 72,250 gallons of septic for a billable income of \$5,410.00 with an average percent solid of 0.99.

**c) Grease Trap:** T. Legendre said several grease traps were cleaned and no backups to report in May. He is working on a schedule that will streamline food service establishment inspections.

**2. Quarterly Goals and Progress Review:** J. Healy mentioned that the pipe is completed on West Street. Easements, SCADA and the well are priorities after July 1<sup>st</sup> when funds will be available. Other goals will be contract operations, flow-basing invoicing and delinquent accounts.

**3. Delinquent accounts:** Commissioners discussed the top delinquent accounts and W. Buckley mentioned the desire to terminate service on the top delinquent for non-payment.

**4. Executive Session –To Discuss Pending Litigation: Motion:** W. Buckley moved to go into executive session at 8:53 p.m. to discuss pending litigation with W. Buckley, D. Wilson, D. Geiger and J. Healy attending. D. Geiger seconded, all voted aye and the motion carried. They came out of executive session at 9:17 p.m. with no action taken.

**5. Adjournment: Motion:** W. Buckley moved to adjourn at 9:17 p.m. and D. Geiger seconded. All voted aye and the motion carried.

Respectfully submitted,



Ann Curtis, Recording Secretary