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LITCHFIELD WATER POLLUTION CONTROL AUTHORITY REGULAR MEETING MINUTES Town Hall Annex, 80 Doyle Road, Bantam, CT 06750 Thursday, February 9, 2023 ~ 7:30 p.m.

CALL TO ORDER: David Wilson called the regular February meeting of the Litchfield WPCA to order at 7:30 p.m.

ROLL CALL

Present: Members present were William Buckley, Sky Post (Alternate), Christian Bratina, Dave Wilson, and James Koser. Also present was Ted Donoghue, Plant Superintendent and Raz Alexe, Public Works Director.

Absent: David Geiger and Christine Harding

MINUTES: D. Wilson asked if everyone had reviewed the January 2023 minutes. C. Bratina noted that there had been some confusion at the town about the minutes, so he checked with Tom Hennick at CT FOI who clarified that the List of Motions which have to be posted within 48 hours don't have to be the exact wording, and the motions listed in the minutes that are submitted within seven days can be different, they can be expanded and clearer than those in the List of Motions. He provided this information to the town. So the redlined Minutes which were sent out included striking out of some of the wording as presented in the List of Motions and underlining of the more exact ones from the recording.

Motion: W. Buckley moved to accept the 1/12/23 WPCA meeting minutes with the redline revisions. J. Koser seconded, there was no discussion and all voted "aye" and the motion carried.

BUSINESS

1) Public Request and/or Comment:

Kate Honan, Beach Street, asked about something that was said at the last meeting. In the minutes from December 10, 2020, 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 it had been talked about for over a year, he is quite concerned about the next disinfection season as time is short to get it installed before the next disinfection season in April as manufacturers need 14 to 18 weeks to deliver the equipment. In the January 14, 2021 meeting, T. Donoghue reported that C. Bratina had finished the specs for a new UV system, but we could not complete the project for the next disinfection season, so Suez is coming to address the issues with the power supply system to get the system up and running properly. The March 11, 2021 meeting, Christian Bratina said it was time to issue a bid for the new UV system to be able to install it before winter, T. Donoghue said he is waiting for prices for parts for the current equipment from Suez, and Suez had said our equipment was in good. In the January 12, 2023 meeting C. Bratina said we had to estimate the maximum flow and we did not know if we would be taking Woodridge Lake so it would be nice if we can wait until these issues are settled so we don't oversize it. Ms. Honan asked what we are waiting for, put in the disinfection system and if it has to be pulled out for Woodridge Lake, pull it out and let them pay for it. D. Wilson noted the ARPA funds were just approved last week for the UV system. C. Bratina noted that we had listed a bid for the UV system but there was a problem with the way the bid invitation was worded so it had to be pulled back, and then Suez resolved the significant problems with the existing system. We could bid it now, but it could be oversized, so if we don't need to replace it right now, let's wait for a more exact sizing from Woodard & Curran. D. Wilson explained that the engineering study will, up to the last phase, be independent of the Woodridge Lake flows. At that time, we can add in consideration of what it would take to add Woodridge Lake. Ms. Honan asked how we are going to handle the upcoming

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disinfection system. T. Donoghue said that we are going to have the system prepared and will maintain it, and if the PLC fails, we can run it manually.

Selectman Jeff Zullo provided an update on the solar project, there have been some changes since his last presentation. When we went to the Wetlands and Zoning commissions, both felt that they did not want to consider the area first selected due to tree removal required, there is a stand of heritage pines, so they asked the developer to see if he could re-site the solar system. So the entrance area is being presented as an alternate, it is slightly smaller because he went to larger power density panels which will cover the electrical needs of the plant. The panels are warranted for 25 years, over which time they may lose 8 to 10% of their power. The power coming out of the array will be converted from DC to AC with inverters at the end of each row will pass under the row in a conduit along the left side of the driveway to the main building. Public Works will be replacing some culverts. This area has less of a wetlands impact. There is a rain garden to collect and treat the area's runoff, and direct it to the nearby stream. The site will be enclosed with a 7 foot high black coated chain-link fence, a national requirement. The contractor is considering adding a tipping function to the panels to optimize the output. The town has agreed to absorb the cost of the drainage work and some of the additional site cost. On the 21st the 824 is being presented to Zoning, which will accept the application, hold a public hearing, and make a decision in March. The developer would like to start right away, the time to build will be 3 to 4 months so we could see it in place by mid-summer. T. Donoghue reported that the town had signed a new electrical generation contract with Constellation in which our rates go up substantially. J. Zullo reported that this provides a flat \$0.085/kwh rate for 25 years. Board members thanked Mr. Zullo for his efforts.

- 2) **Update on Torrington Intermunicipal Agreement:** D. Wilson reported that he had spoken to R. Drew to see if they had legal guidance on developing their IMU, and they didn't. Our town attorney advised that if we are going to develop an IMU with Goshen, that we treat them as a customer and not shared services. We are trying to find out if there are any legal constraints. W. Buckley noted that their proposal does not spell out how any legal dispute would be settled, generally they refer to arbitration. Our commission is still paying a higher fee. D. Wilson advised that we are paying the 150,000 gpd on the capital cost on the new upgrade, as opposed to our new 50,000 gpd allocation. W. Buckley noted the current contract term is up, and there is no incentive for them to come to the table if we keep paying. C. Bratina suggested that if we are considering not paying them, then we should first present them with what we want in the contract. W. Buckley agreed, and suggested that we could pay what we think is right and put the rest in an escrow.
- 3) **Scope of Work & Contract Negotiations with Woodard & Curran:** D. Wilson reported that we have received W&C's reply to our latest comments. The larger increase in Task 2-Energy was because they want to look at the aeration system again as our prior study will be 7 to 8 years old. This would allow for the inclusion of Woodridge Lake if we want to do that. He recommended executing the contract with a couple stipulations. The billing should come in monthly in time for the board to review them at our monthly meeting. The agreement language was changed to meet Attorney Rybak's recommendations. T. Donoghue noted that he can upload all the invoices to our shared drive so board members can promptly see them. W. Buckley suggested they submit the invoices by the first Thursday of the month. He is always concerned that contractor's billing is ahead of the actual work performed. He asked why we would approve the contract with Task 6 – Woodridge Lake, why not pull it out so they can't spend money on Woodridge Lake, and decide later to go forward. D. Wilson advised that nothing is to be done on Task 6 until all the other parts are completed. C. Bratina said he would be concerned that if we deleted it from the contract, we might have to go out for another RFQ. We could just say they are not authorized to proceed until authority is given in writing by the board.

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Motion: C. Bratina moved to authorize the contract with Woodward & Curran with their Scope of Services as outlined, with the condition that they not proceed expending any time/funds on Task 6 until they receive written authorization through the Chairman from the Board. J. Koser seconded and there was no further discussion. All voted “aye” and the motion passed.

- 4) **NPDES Permit:** D. Wilson reported that T. Donoghue had sent the board members DEEP’s response, that Chris Falk will get back to us with his comments and meet with us at the plant. T. Donoghue reported that Carlos, his supervisor, had reviewed our comments.
- 5) **Staff Requirements:** D. Wilson advised that we had advertised for an opening at the plant to replace an operator, and we now have a couple candidates. We had purchased equipment so that we don’t need a CDL license for our staff, but it is a job description requirement at this time. If it becomes an impediment to filling the job, what should we do. R. Alexe suggested we interview these candidates and said if we are not successful, he fully agreed with our suggestion to go to a CDL bonus instead of requirement. He needs people to push snow, and they are part of the same union. W. Buckley said that while they are part of the same union, you can’t take a truck driver and put him in the plant because he is not certified. We are paying a premium on a salary for a requirement we don’t use. The town benefits from shared services, but maybe it is not the right way. C. Bratina noted that he has managed several plants which offered a bonus for the CDL license and he could not remember anyone who did not take advantage of it. D. Wilson noted that we have been down an employee for a couple years. W. Buckley asked if we were overstaffed. T. Donoghue reported that Liz had posted our vacancy on the free operator websites that C. Bratina had provided.
- 6) **Safety:** T. Donoghue said there are no incidents to report. D. Wilson noted that we have one employee who has not had confined space training. T. Donoghue reported that he had received a call from a guy in Norfolk about setting up training.
- 7) **Commissioners Requests:** None.
- 8) **Public Works/Treatment Plant Report**
 - a) **Easements:** No report
 - b) **Operations:** T. Donoghue reported that we had a very good month, considering we had 6 inches of rain. Permit compliance has been maintained. We removed 52,000 gallons of bio-solids for final disposal.
 - We processed a total of 48,500 gallons of septage during the month of January an 81% increase over last January. YTD we are up 42%.
 - For January effluent BOD removal percent was 97% and TSS removal percent was 98%.
 - The daily average of Total Nitrogen discharged into the Bantam River was 1.9 mg/l or 15 lbs/day. Our daily limit is 24 lbs. /day.
 - The daily average for Total Phosphorous discharged in the Bantam River was 1.5 mg/l or 9.4 lbs/day. The monthly average cannot exceed 3.7 mg/l and our daily maximum cannot exceed 7.43 mg/l.
 - Joe and Eric CCTV’d sewer line under Still Brook, as part of DOT bridge replacement project. The line looked in good shape.
 - Joe and Eric put remaining covers on the main interceptor and inspected manholes on the other side of the beaver dam. We accessed the two manholes we had not been able to.
 - Installed 4 new LDO 2 sensors in four biological zones.

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- Joe and Eric did more I & I inspection work on the East St line, Westover, Tannery Brook, and Russel Street. The ground did not freeze until the extremely cold day, so between the two rain events it took us 18 days to get back to normal. Joe had an excellent idea to add dye to the water outside the manhole and then inspect it. 30 minutes later they could see the water had seeped into the manhole between the frame and cone. Green Mountain will be coming back and we will get their opinion. D. Wilson said this was due to the difference in thermal expansion between the cast iron frames and the concrete cone. There are solutions such as wrapping the outside or inside intersection with a flexible material.
- High flow day on 1/26/23. Flow average just under 1,400 GPM all day long and daily flow was 1.60 MG. All three secondary tanks held, and it was a sample day as well, and no issues to report.
- Because it has been mild, we have not had to switch the septage hose.
- Morris's flows have been very high in January. He will review the situation with Mike Doyle.

W. Buckley asked how the peak flows have been going to Torrington. T. Donoghue said they have not been bad, around 22,000 gpd during our peak flow day, still under our penalty flow limit, much less than we use to see. C. Bratina asked what his plan is to look for more manholes with leaks between their frames and covers. T. Donoghue said he wants to see what the reps suggest, he will go out to areas subject to high water levels when they occur. D. Wilson asked what the excavation is near Zina's Restaurant. T. Donoghue said he had not gotten any calls, but will check. S. Post asked what happens if our Superintendent is incapacitated. T. Donoghue said Joe, a Class 2 Operator, is his backup and is perfectly capable.

- 9) **Financial Report:** T. Donoghue reported we are doing pretty good; we are 7 months into the year and we spent about 65% of our admin budget and 70% of sewer operations. The F-250 truck required brake, oil leak, and oxygen sensor replacement. It's a 2017 with 60,000 miles. He got the quote for the Emergency Generator repairs, about \$2,700 to replace hoses and fittings, which he will authorize. He started on the FY24 budget, the biggest concerns are electricity and a 10% medical insurance increase. Overall it looks like a \$38,000 deficit without the solar project, and \$13,000 with it. The new polymer mixing system was delivered, so he has to set up startup which will hopefully provide savings. He put in a potential 12% increase in the rates, \$50 per EDU, which would generate another \$117,000 in revenue. We had not budgeted for any transfer to Capital Non Recurring for FY 23. W. Buckley suggested we will need to look closely at our expenditures. C. Bratina pointed out that if you look at our cashflow graphs, our revenue consistently exceeds our expenditures by at least \$70,000, so we have some cushion. W. Buckley advised that increasing our rates should be the last thing we look at.

D. Wilson reported that C. Bratina had prepared the minutes for the last meeting and this meeting, and the town Finance Director says we can't pay him as a board member at the same rate as Ann. He has to be set up as a vendor to be paid. W. Buckley said the board had voted to do so, and the Finance Director should set him up as a vendor.

11) Adjournment:

Motion: W. Buckley moved to adjourn the meeting at 8:51 PM. S. Post seconded and there was no discussion. All members voted "aye" and the motion passed.

Christian Bratina
Interim Recording Secretary