

**WATER POLLUTION CONTROL AUTHORITY
REGULAR MEETING MINUTES
THURSDAY, APRIL 4, 2013 – 7:00PM
NEW HARTFORD TOWN HALL – 530 MAIN STREET**

PRESENT: Chairman Robert Krzys, Steve Hanright, Michael LeClaire; Jason Hofmann, The Water Planet; Julio ____, Mark Burns, Tom ____ United Water.

ABSENT: Kenneth Krohner, Bill Michaud, Joe Nerney, David Rosengren.

1. CALL TO ORDER:

Chairman Robert Krzys called the meeting to order at 7:09PM. All regular members present were seated for the meeting. Mr. Krzys noted that there were not enough members present for quorum; therefore, those present would be unable to act on any agenda items. However, the members present agreed to proceed with an informational meeting. The proceedings were recorded digitally and copies are available at Town Hall.

2. APPROVAL OF MINUTES:

A. March 14, 2013 special meeting.

The Board agreed to table this matter to the May 2, 2013 regular meeting.

3. OPPORTUNITY FOR PUBLIC COMMENT:

No one present expressed a desire to speak.

4. OPERATOR REPORT – UNITED WATER:

Mr. Krzys introduced Julio ____, United Water's new plant manager for New Hartford. Julio then introduced his operators, Mark Burns and Tom _____. Julio then gave his contact information to the Board, and he distributed a report of his activities over the previous week since he started in New Hartford.

Julio explained that the Pine Meadow well had been designed to work as a backup system to the Blackbridge well; however, it was unable to do so because of various mechanical issues. He stated that he had spent a day resolving these issues by installing new equipment and having it calibrated. It was now properly linked to the Blackbridge well, so the two systems would automatically work together. If Blackbridge well went below a certain level, then the Pine Meadow well would begin to operate. Julio stated that the Pine Meadow well had been running unnecessarily many hours every day; now it was programmed to only run when needed as well as once or twice per week in order to exercise the system and keep the water fresh. He explained that this should result in a significant cost savings for electricity, chemicals, and equipment wear and tear. Mr. LeClaire stated that he had noticed the water appeared somewhat tan in color during the previous month. He said it lasted a couple of days and then resolved; he questioned if the water was tested for manganese. Julio explained that, as a part of the work he mentioned, he had to test the equipment. This required opening a hydrant in Pine Meadow, which may have stirred up some water that Mr. LeClaire observed.

Mr. Krzys asked whether all the meters had been read yet. Julio stated that all but ten had been read; the information from the rest of the meters had already been transferred to Computil for billing. Julio explained that there were issues accessing the last 10 meters, but he was in the process of contacting the property owners in question so that they could gain entry for the meter readings.

5. OPERATOR REPORT – THE WATER PLANET:

Jason Hofmann addressed the Board on this matter. He stated that the treatment plant was operating in compliance with its permit. Mr. Hofmann informed the Board that the plant had started receiving septage from Russ's Septic Service on March 20th, and they had received 90,000 gallons to date. He stated that the plant was adapting well to the increased flow. Mr. Hofmann said that they initially tried to have Russ's trucks back up and dump directly into the auger monster; however, it clogged up very quickly. Since then, they have used the portable pump to decant septage into the receiving tank. Mr. Hofmann said that it has actually worked better this way, as they allow material to settle in the receiving tank for 24 hours prior to decanting it into the headworks; settling the material in this manner helped reduce the biochemical oxygen demand (BOD) load going into the plant.

Mr. Hofmann then informed the Board that he had quotes for two important repairs. The first quote was from Maher Corporation for replacement of a sensor for ultraviolet unit #2. He explained that the valves used on this sensor were only good to a temperature of 10 degrees Fahrenheit, so the seals cracked during the winter. This meant that the valves could not automatically shut off. He explained the importance of this equipment, noting that the terms of the plant's permit required that ultraviolet intensity was recorded four times per day April through October. The permit also required that they measure transmittance of ultraviolet light through the wastewater four times per day for the same period. Mr. LeClaire questioned what the current transmittance level was, and Mr. Hofmann stated it was 65%. Mr. Hofmann explained to the Board that without a functioning sensor, UV lights would be running at full power all the time, which would waste electricity.

Mr. Hofmann then explained that the second quote was from Aaron Associates to replace the influent flow meter. He stated that it was not water tight and liquid got into it and destroyed it. The meter would need to be replaced and installed in a water-tight manner. Mr. LeClaire questioned whether the plant had an effluent flow meter, and Mr. Hofmann responded affirmatively. He explained that they had both for redundancy. Since the plant's permit required the use of a flow meter, having two installed ensured that one was always available in the event the other was not functioning. The Board agreed with Mr. Hofmann that these were necessary purchases and told Mr. Hofmann to proceed. Mr. Hofmann then advised the Board that he would be seeking quotes for routine maintenance and calibration of the auger monster and valves on the SBR tank. He warned that there would be more maintenance needs in the future now that the plant was 2 years old.

6. SPECIFICATIONS FOR NEW SEWER CONNECTIONS:

Mr. Krzys informed the Board that Mr. LeClaire and Mr. Hofmann had reviewed and modified the specifications for sewer connections, which had been drafted based on the Town of Simsbury's specifications. He explained that the specifications would have to be adopted; however, this was not currently possible as there was not a quorum present. Mr. Krzys also noted that the Mr. Hofmann had created an application form for sewer connection and had compiled information regarding grinder pumps. Members present discussed the need to review the proposed specifications in order to be ready to act at the next meeting. The Board discussed whether or not a Town ordinance was required pertaining to the specifications, and they also discussed whether or not to allow a provision for homeowners to be able to install sewer line connections themselves without contractor assistance.

7. USDA CHANGE ORDER AND DEFERRAL REQUEST UPDATE:

Mr. Krzys informed the Board that he had spoken with the USDA that week. He said that he was told the change order would be acted on by the regional office in Windsor, and that the indications were that it would be granted. However, the final answer would not be given for another 2-3 weeks.

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With regard to the Town's deferral request, Mr. Krzys stated that the regional office supported the request; however, the decision would be made at a higher level within the USDA. The final answer on this issue would probably require another 60 days. Mr. Krzys noted that the Board might not have an answer before they were required to act on user rates in June.

8. ORDERS TO CONNECT STATUS UPDATE.

Mr. Krzys stated that he was going in to Murtha Cullina's office in Hartford within the next few days to sign the letters going out to all affected property owners regarding the deferral request process. Once that was done, the letters would go out to all property owners, and they would then have the opportunity to request a deferral of the order to connect. Mr. Krzys explained that the Board was waiting to act further on the benefit assessment program until further information was available regarding the status of the USDA loan deferral, the impact of the Board's contract for receiving domestic sewage, and the total number of new users connected as a result of the orders to connect.

9. BUDGET.

Mr. Krzys noted that Mr. Michaud was not present to do the full budget report. He explained that the income statement for the 9 months ending March 31, 2013 showed that the Board had received approximately \$520,000 in income and had paid out approximately \$431,000 in expenses, which left a balance of \$88,000. Of that amount \$50,000 was being set aside for debt service payment. Mr. Krzys then briefly reviewed the outstanding water and sewer debt service payments for which the Board was still responsible. He noted that the meters had recently been read and quarterly bills would shortly be going out to users. He also reminded the Board about the need to discuss possible renewal of the sewer and water operations contracts, as well as repairs and improvements recommended by Alan Goettel, the former water operations manager for United Water in New Hartford. Mr. Krzys stated that Mr. Michaud had said that he would analyze the Board's year-end revenue and expenses, taking into account the projected revenue from the new septage receiving contract.

10. CANTERBURY VILLAGE PROPOSED RESOLUTION.

Mr. Krzys reminded Board members that in March 2011, Tim Bobroske had come before the Board regarding the installation of water pipes at Canterbury Village that had not been done according to the Board's regulations. He explained that they had passed a motion agreeing to a resolution whereby the matter would be satisfactorily resolved if Mr. Bobroske filed a deed restriction ensuring the buildings would be brought into conformance at the time of sale, paid a fine, and installed individual meters for each unit. Mr. Krzys explained that he had been contacted by Mr. Bobroske's attorney, who had apparently never been apprised of this resolution. Mr. Krzys explained that he had discussed the motion with Mr. Bobroske's attorney, who agreed to its terms. Mr. Krzys explained that Mr. Bobroske had installed the individual meters as agreed, and would start paying base meter charges effective this billing cycle. He said that Mr. Bobroske had been paying all of his usage charges on time, and he questioned whether the Board would consider waiving the fine. Members present stated that they would be willing to consider this; however, they were unable to take action at this meeting due to lack of quorum.

11. OLD BUSINESS.

Mr. Krzys reminded the Board that Blackhammer, LLC, owner of the property at 283 Main Street, was \$16,528 in arrears on its sprinkler and fire hydrant account. He said no payment had been made since August 2012. The property's other two water service accounts, which had been on payment arrangements, were now no longer compliant with the repayment terms. Mr. Krzys explained that one account was in arrears \$4000 and the other was in arrears \$1700. He suggested that the Board revisit the issue of shutoff notices and liens.

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Mr. Krzys also suggested that the Board consider reviewing their fire protection charges in order to ensure they were not unreasonably high. He stated that he would discuss this matter with Mr. Rosengren, as he had been working with Computil on all past due accounts. Mr. Krzys explained that he had waited on this issue due to the winter; however, with warmer summer weather, this was probably the right time to address possible shutoff notices.

12. NEW BUSINESS:
No business was discussed.

13. ADJOURNMENT:
The Board agreed to adjourn at 8:14PM.

Respectfully submitted,

**Stacey M. Sefcik
Commission Clerk**