

**New Hartford Water Pollution Control Authority
TOWN OF NEW HARTFORD, CONNECTICUT
REGULAR MEETING MINUTES
Thursday, April 4, 2019 at 7:00 PM
New Hartford Town Hall
530 Main Street, New Hartford, Connecticut**

PRESENT: Chairman Denton Butler, David Douyard, Mary Beth Greenwood, Michael LeClaire, Wes Marsh, Polly Pobuda, and Joe Toro.

ABSENT: None.

Chairman Denton Butler called the meeting to order at 7:00PM.

1. MINUTES – MARCH 7, 2019:

MOTION: Ms. Greenwood, Ms. Pobuda second, to approve the March 7, 2019 Minutes; unanimously approved.

2. MONTHLY FINANCIAL REVIEW:

Reference was made to the Income Statement previously emailed to the Board by Town Administrative Assistant Jill Healey. Copies were available at the meeting. Mr. Butler reminded the group of the previous approval that was granted to allow the Chairman to make payments towards the loan from the Town as he deemed appropriate. He noted that he did make an additional payment of \$3250 based on the running totals of the balances on outstanding invoices. Mr. Chairman noted that the WPCA is currently three payments behind on the Town loan and seven quarters behind on the main debt for the wastewater treatment plant.

Mr. Butler noted that a meeting between this Board, the Board of Selectmen and the Board of Finance needs to be scheduled as the payment schedule was relinquished to the original amount. He explained that he had a conversation with First Selectman Dan Jerram and agreed that such a meeting should be scheduled after the work with the Town's budget is completed.

3. 2019-2020 BUDGET PREPARATION:

Ms. Greenwood distributed copies of a draft budget. She noted that this had been emailed previously to the Board along with a projected revenue statement. The Board reviewed the proposed budget, line by line. Ms. Greenwood pointed out the significant increase in non-routine charges for water. The Board discussed the lower run rate for electricity with several possible reasons discussed including the fact that the Black Bridge well is not running as much and a possible savings derived from the new well pumps that were installed.

Mr. Butler pointed out that the Frontier charges have gone down by \$300 per month. It was agreed that even though the water treatment supplies are running lower, that number would remain the same. It was also agreed to add \$700 to the *Licenses and Permits* line.

When discussing the sewer side, Mr. Toro noted that the non-routine charges were tracking very well. Ms. Greenwood noted that the *Annual Permit Renewal* line should be \$2500. Most of the other sewer line items were the actual costs tracking plus an additional 3% escalation, according to Mr. Toro.

It was agreed that in order for the budget to be truly representative of this Board's plight, both the payments due on the main debt as well as any unpaid portion due on the Town debt. The revenue was observed to be running basically the same, even slightly higher.

Mr. Butler noted that some form of the contingencies relative to upgrades and repairs to the system that the prospective bidders had included in their RFP to the Asset Evaluation Team should be included in the budget. It was agreed that this Board would review the budget again at their May meeting. It was requested that Ms. Greenwood and Mr. Toro forward those drafts at least a couple of days prior to the meeting.

4. OPERATIONS REPORTS – SEWER & WATER:

The Board reviewed operations reports previously emailed to them from the Torrington Water Company and one from Aquarian. Mr. Butler relayed a conversation he had with Torrington Water Company Operations Manager Fred Rogers that he need not provide the lab and treatment reports to this Board but should instead advise if there are any anomalies or problems. The work orders will still be provided.

A. Canterbury Village.

Mr. Butler noted a long-standing agreement between the WPCA and Canterbury Village regarding a connection of Buildings 4 and 5 by making a connection with Buildings 1 and 3. He indicated that this did not follow protocol. He noted that Canterbury had agreed to install meters in those buildings and that they would have a restriction contained in the deed that should the property ever become common property, they would be subject to flowing standard protocol. Mr. Butler explained that he had recently learned that the deed restriction had never been recorded. He noted that he contacted Canterbury Village and that Torrington Water Company will be installing meters. Canterbury Village will also be submitting payments for the back meter charges, too.

B. Dunkin Progress Report.

Mr. Butler reported that the Department of Public Health had found that there was not enough space between the sewer and water lines in a single trench. He noted that they have submitted the final drawings and that there will be two trenches across Route 219. He explained that there will be two manholes and two knock-outs.

C. Wellhead Meters and Water Diversion Reporting.

Mr. Butler reported that when United Water left, they did not convey that there was an annual water reporting requirement to the Department of Energy and Environmental Protection. Mr. Butler noted that reports did not get filed in 2014, 2015, 2016, 2017, and 2018. Mr. Butler explained that there will be no fines or penalties. He noted that they have the data from the calibrated wellhead meters.

Mr. Butler explained how the Diversion Permit, granted to the "New Hartford Water Company" in 2001, is being handled and resolved.

E. Library Changeover.

Mr. Butler reported meeting with the Library's architects and engineers regarding a building renovation project they are undertaking. He noted that they were provided with the WPCA's lateral specifications.

F. Sewer Repair Authorizations.

Mr. Butler reported that the hatch valve broke on SBR2 and is not repairable. Mr. Butler reminded the Board that the odor control system at the plant had been broken and that it is need of repair.

MOTION: Mr. LeClaire, Mr. Toro second, to authorize an expenditure of \$2800 for a new hatch valve

MOTION: Mr. Douyard, Mr. Marsh second, to authorize an expenditure not to exceed \$5K to repair the odor control system; unanimously approved.

5. AET PROGRESS REPORT:

Mr. Butler reminded the Board that the AET had been seeking guidance from the USDA with regards to repayment of grants. He noted that there had been confusion because there had been multiple federal guidance documents presenting with different conclusions. He reminded them that their request for clarification had to be submitted to Washington, D.C. for a finding. The AET has been mostly recently dealing with George Krivda, the State Director for Connecticut, Massachusetts, and Rhode Island. He noted that they had a great discussion with Mr. Krivda who suggested that an overview get put together and that he would review it. Mr. Butler explained that this is currently being drafted.

Mr. Butler noted that until there is some understanding from the USDA, it slows down the work of the AET.

David Rosenstein of Town Hill Road presented with a host of questions to Mr. Butler relative to the AET. He questioned whether funds would be put into a trust for the benefit of the users.

6. OTHER BUSINESS TO COME BEFORE THE WPCA:

None.

MOTION: Ms. Pobuda, Mr. Douyard second, to adjourn at 8:12PM; unanimously approved.

Respectfully submitted,

Pamela A. Colombie
Recording Clerk