

**New Hartford Water Pollution Control Authority
TOWN OF NEW HARTFORD, CONNECTICUT
REGULAR MEETING MINUTES
Thursday, January 7, 2016 at 7:00 PM
New Hartford Town Hall
530 Main Street, New Hartford, Connecticut**

PRESENT: Chairman Denton Butler, Mary Beth Greenwood, Michael LeClaire, Polly Pobuda, Jim Surber.

ABSENT: Roy Litchfield, Joe Toro.

Chairman Denton Butler called the meeting to order at 7:00PM. All regular members present were seated for the meeting. The proceedings were recorded digitally and copies are available at Town Hall

1. WELCOME NEW MEMBERS – SET UP INFORMAL ORIENTATION.

Mr. Butler welcomed new members Polly Pobuda and Jim Surber to the WPCA. He confirmed with both that each had been duly sworn in to serve. Both Ms. Pobuda and Mr. Surber indicated that they had.

2. APPROVAL – DECEMBER 3, 2015 MINUTES.

Approval of the December 3, 2015 Minutes was tabled until the next meeting.

3. DISTRIBUTE FINAL DRAFT – SEWER SERVICE AREA MAP.

For distribution to WPCA members, Mr. Butler had available two copies of a proposed final draft of New Hartford's sewer service map. While same in content, one copy was a larger, regular plan size, 24" x 36", while the other, characterized as more workable, was printed on 11" x 17" paper, Mr. Butler explained. He noted that the map(s) reflected CDM Smith's interpretation of the WPCA's last working session on the sewer service area. He requested that members review and be prepared at the February meeting to share any remaining concerns then.

Ms. Mary Beth Greenwood asked whether the proposed maps have been compared with the Plan of Conservation and Development. Mr. Butler explained that this map does not have a definitive place in the POCD.

4. DISCUSS DECEMBER FINANCIALS.

Mr. Butler noted that the balance on hand as of December 31, 2015 was \$15,782.43 while outstanding invoices totaled \$28,419.17, albeit not all of them were due and payable. He noted that new statements went out for quarterly billing on January 7, 2016 and that usually within a seven day period from those quarterly billings, revenues will increase substantially.

Ms. Greenwood inquired as to why the full board does is not receiving the monthly financial statements any longer. Mr. Butler noted that now that the process of generating them on the last day of the month has been adopted, he will see to it that members also receive an advance copy.

5. UPDATE – RECOMMENDATION CONCERNING ASSET PROPOSAL.

Mr. Butler reported he shared with the Board of Selectman at their meeting that the WPCA's consulting engineers had advised for planning purposes, \$20K should be set aside. He noted that discussion had ensued at the selectman meeting as to where this sum would come from and that there may be funds available from certain accounts that have been under-expended in some of their accounts but not enough to reach the entire recommended amount. Mr. Butler noted that the selectman had requested that he obtain a firm proposal from CDM Smith, outlining how they will be involved in the RFP process which would include evaluation of the responses. Mr. Butler indicated he expects to receive this proposal from CDM Smith prior to Board of Selectman meeting scheduled for Tuesday, January 12, 2016.

6. JONES MOUNTAIN TRUNK – TOPICAL REVIEW – PRELIMINARY RESULTS.

Mr. Butler provided a brief report from what he characterized as his “layman’s perspective” of preliminary findings from the Jones Mountain trunk line recent work occurring over a four day period. He noted that contrary to what earlier information had been provided, these pipes are constructed of asbestos cement pipe rather than clay for a good deal of it. He noted that these pipes are roughly fourteen (14’) feet long with a rubber gasket seal in them. He reported that near where Waring Products begins, the pipes are then reinforced concrete pipe. He noted that the pipes have been pressure washed, and were remarkably clean. He reported that there were a number of bad joints, but minimal root intrusion. Mr. Butler reported that with the detection of the location of a few remaining manholes, all of the manholes along Jones Mountain trunk line have now been located. He noted that he expects a bill from New England Pipe Cleaning for slightly less than the original bid as it turned out that the length was approximately 150’ less than what was estimated, or 7350 feet rather than 7500 feet.

7. CORRESPONDENCE, COMMUNICATION & MEETINGS.

A. CDM Planning Review Update:

Mr. Butler distributed copies to each board member of an email from Kristie Wagner of CDM Smith dated January 6, 2016. In response to a request for a progress report from Mr. Butler, Ms. Wagner highlighted the work CDM Smith had recently completed including incorporating member comments into a final draft for final review regarding the sewer service area map, obtained and began reviewing FVHD files relevant to potential sewer extension areas, obtained all existing sewer drawings, and reviewed existing sewer drawings in the vicinity of potential sewer extension areas in preparation for development of alternative sewer alignments, began compiling most recent available information on other towns sewer rates, and began reviewing video footage of Jones Mountain trunk sewer.

B. Krohner Letter:

Mr. Butler reported providing Mr. Ken Krohner a letter acknowledging and thanking him for his many years of volunteer service to the WPCA.

C. Lien Status:

Mr. Butler reminded the board of the request received by First Selectman Dan Jerram for a meeting with one of the Main Street non-compliant users, wherein he responded to this land owner denying the request, and advised him to put in writing if his position is contrary to the WPCA’s findings. Mr. Butler noted that a month has passed since sending that letter and has not heard from this individual.

8. ALL OTHER BUSINESS ITEMS TO COME BEFORE WPCA.

Mr. Butler noted that Mr. Jason Hoffman, of The Water Planet, has submitted an acknowledgement of an issue occurring at the plant regarding a problem with the auger at the headworks of the plant stemming from intermittent power failures. Mr. Butler explained that when this happens, the auger is programmed to run water so that nothing gets caught. Unfortunately in cold weather, it doesn’t have the programming to stop running water once the power is restored and will freeze, according to Mr. Butler. He noted that in order to rectify this problem, a UPS system has to be installed that will break the command and turn off the water.

MOTION: Mr. Mike LeClaire, Mr. Jim Surber second, **to approve \$1,800 for NIC Systems Corporation to provide a turn-key solution to fix the problem at the headworks; unanimously approved.**

Mr. Butler reported that he has had conversations with both The Water Planet and Torrington Water Company requesting that they come forward at the February meeting, in an attempt to sync the WPCA’s budget to the town budget cycle as opposed to the traditional practice of doing it at the end of the fiscal year. He noted that he has asked them to be prepared to review the immediate past year’s maintenance history, in an effort to know what was spent and why, and to also make a recommendation for the current year on what should be budgeted for maintenance.

Mr. Butler reported an equipment failure at the plant last week, with the jet pump in tank #1, that not only burned out but also burned a hole in the housing of the pump. Mr. Butler noted that the pump is back with the manufacturer.

Mr. Butler reported receipt of a request from Michael Angelo's Restaurant to go from a two inch (2") water main to a one inch (1") water main. Mr. Butler explained that he has sought guidance from Torrington Water Company as he reminded the group that the WPCA has adopted their rules and regulations.

Mr. Butler also reported that 2016 is the year that a water supply plan update must be completed as dictated by the Department of Energy and Environmental Protection. Tighe and Bond provided a proposed cost of \$24K to provide that water supply plan. He noted that he will be seeking additional proposals for this work.

Mr. Butler reported that he and Mr. Hoffman have completed and submitted the December, 2015 questionnaire regarding information about the town's sewer system for the DEEP.

MOTION: Ms. Polly Pobuda, Ms. Greenwood second, **to adjourn at 7:42PM; unanimously approved.**

Respectfully submitted,

**Pamela Colombie
Recording Clerk**