

**New Hartford Water Pollution Control Authority
TOWN OF NEW HARTFORD, CONNECTICUT
REGULAR MEETING MINUTES
Thursday, April 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, Wes Marsh, Polly Pobuda, Jim Surber, Joe Toro.

ABSENT: None.

Chairman Denton Butler called the meeting to order at 7:00PM. The proceedings were recorded digitally and copies are available through Town Hall. Mr. Butler noted that agenda items may be discussed somewhat out of order.

1. DRAFT REPORT REVIEW: SEWER LINE EXTENSIONS KRISTIE WAGNER, CDM SMITH:

Kristie Wagner, PE. of CDM Smith appeared before the Board to review her draft of the Sewer Line Extensions Report. She noted that Section 1 is an introduction, providing the project background and goals. She noted that the objective of the report is to evaluate the needs for protection of existing infrastructure, public health and the environment, as well as maximize economic benefit to the town through sewer extensions. She noted that Section 2 addresses existing conditions and needs assessment which includes a blurb on the wastewater treatment plant which had been upgraded in 2010 through an SBR process with a capacity of around 400K gallons per day. Ms. Wagner reminded the Board that existing flows are averaging around 60K gallons per day currently. She reported that there are no substantial issues at the plant, which is to be expected at this point in time as it is a fairly new facility.

Ms. Wagner then reviewed the next section which is in regards to collection system. She explained that there is discussion on the Jones Mountain trunk sewer which she noted the WPCA had televised 7500 feet back in December, 2015. She noted that this is the main trunk line that carries all of the wastewater flow from the sewer service areas from the Route 219/Route 44 intersection, through the easement that was formerly the railroad bed, and ends up at the plant. This could be considered the most critical pipeline as it carries most of the town flow, according to Ms. Wagner. She reminded the Board that this pipeline is really not in bad shape, and contains really only some minor cracks. Ms. Wagner noted that while this would not be a capital project her firm would recommend at this time that they would recommend televising it every several years to monitor the progression of the cracks.

Ms. Wagner noted that New Hartford currently has three pumping stations: the main one located at Route 219 near Route 44, the fairly small one at the northern end of Prospect Street, and a very small one at Greenwoods Road. She noted that the Route 219 station is the oldest one and has the largest capacity and last upgrade was in the 1980s involving a partial equipment upgrade. Ms. Wagner reported that the wet well is the original steel can wet well with two submersible pumps. She also reported that there was rust on wet well due to it being steel and advises to plan a general condition assessment at some point. Ms. Wagner noted that the Prospect Street station and the Greenwoods Road station are both small, fairly new and no operational issues are noted.

Ms. Wagner then reviewed the Sewer Service Area Map, reminding the Board that it was the subject of several meetings months ago. She noted that the map included in the plastic pocket of the report is one that has gone through some preliminary approvals and noted that the

intention would be to submit it to Connecticut Department of Energy and Environmental Protection (DEEP) along with a separate letter explaining some of the items in it in greater detail.

Ms. Wagner noted reminded the Board that in 2015, a subcommittee put together a preliminary report on some areas that could be targeted for sewer expansion both for environmental health concerns as well as to increase the economic revenue from the system. She reported that the two areas that are the focus of this report are Cottage Street and Pine Meadow. Ms. Wagner Explained that the Cottage Street portion includes about fifty-five (55) parcels, mostly single family, some two- family, some multi-family and a condominium development. She noted that some preliminary projections regarding flows from this area are around 15K gallons per day on average with peak average flows of 90K gallons per day. Ms. Wagner explained that a lot of the properties are less than .4 acres in size, with some substantially smaller than that but also includes some larger ones in the mix. She noted that these are right on the Farmington River which is a valuable natural resource. Health District records included information on thirty-eight (38) properties which included thirteen (13) septic repairs and replacements mostly due to some kind of system failure, according to Ms. Wagner. She noted that according to WPCA billing records, forty-five (45) of these properties have public water and the remainder still have drinking water wells in that area. While there are only ten (10) properties in this area with both drinking wells and septic systems, she explained there does remain some concern with this type of scenario on a small lot. The bigger issue in this case is the general nutrient loading from septic tanks in a fairly densely developed area and this area's proximity to the Farmington River is a wise area to target to protect the natural resources, Ms. Wagner opined.

Mr. Toro questioned at what point the sewer service area maps would go before a public hearing. Ms. Wagner explained that DEEP should approve the map first, then the town would have a public hearing and there would be an approval ordinance update associated with this. Ms. Wagner reported that DEEP had requested that the sewer service map get submitted along to submit along with this report. Mr. Butler questioned whether it is necessary to make any comment regarding what might be observed from an engineering perspective, the type of soils that are there. Ms. Wagner noted that she will check this.

Ms. Wagner noted that the Pine Meadow section had many of the same considerations as Cottage Street. She reported that there are ninety-six (96) parcels with some two-family residences and some non-residential buildings. She noted that this area produces approximately 18K gallons per day of wastewater flow. She noted that this area is similar to Cottage Street in parcel size with quite a few less than .4 acres. Of the sixty-eight (68) records that were at the Health District, twenty-six (26) of them included information on septic repairs and replacements, mostly from tank failures. Most of Pine Meadow are serviced with public water, according to Ms. Wagner. She noted that this area is within the Aquifer Protection Area so the town's well is a concern and commented that the protection of the ground water should be a primary concern. Ms. Wagner briefly reviewed the lower priority areas only because they were part of the preliminary analysis. She noted that they were higher in costs, fewer users, larger parcels and further away from the river.

Ms. Smith explained the inclusion of tables regarding the treatment plan and reported generally that when the plant is properly operated, the plant is working.

She noted that a rough cost estimate was included if the sewer were to be lined. She noted that it is not a recommended action and that it was just included for reference.

Ms. Wagner noted that the proposed addition of the identified properties on Cottage Street and Pine Meadow would still keep the new peak flow down to about 1.1M gallons per day with a peak capacity of 1.4M gallons per day. She noted that the report will also include a note to reflect that the rest of the town's collection system was not part of this report and noted that for practical planning, a system of checking lines every five (5) to ten (10) years is advisable to avoid emergency repairs. Ms. Wagner then reviewed different configurations for expanding sewer extension areas. CDM Smith include two figures for Cottage Street, C-1 and C-2, and three figures for Pine Meadow, P-1, P-2, and P-3. She noted that one way or another, Cottage Street will need to be pumped in order to get up to the sewer on Reservoir Road, which has a slightly higher elevation. She explained that C-1 includes gravity sewers going down Cottage Street, Reservoir Road, and a little portion of Black Bridge Road converging on a pump station, on Cottage Street. She noted that the dotted line depicts an area that would serve only a handful of parcels that are kind of on the larger side and are put in there as an option although she did not deem it cost effective. Ms. Wagner noted that the second option for this area is serving the entire area with individual, residential grinder pumps. She explained that there are cost advantages to this option as there would be no need for a pump station, separate gravity sewers, nor force main. With regards to the ownership and maintenance of the individual grinder pumps, Ms. Wagner noted that in most towns it is done so by individual residents. She noted that this would be a good option if the goal was to minimize capital costs but that a review of other longer term impacts would be.

Ms. Wagner then reviewed the anticipated construction costs with modest contingencies of the options. She noted that the estimated cost for Option C-1 has been calculated at \$2.5M and for Option C-2 at \$2.1M and an additional \$500K for the possibility of eight to ten additional users.

Ms. Wagner then reviewed the three options for Pine Meadow. She noted that P-1 would include a pump station on Wickett Street and then a force main pumping back out to Main Street over to the Jones Mountain sewer. She noted that this option includes a possibility for eight to ten users, with an additional cost but that unlike the Cottage Street alternative, this might make sense because of its location on Main Street. Mr. LeClaire noted that it really needs to be included because the town's well is at this location. It was agreed that this alternative should be a solid line and definitely become part of the P-1 plan. Ms. Wagner then reviewed P-2, explaining that it is similar in every way to P-1 except for the sewer line that had been along Route 44 heading north of Church Street now goes through the old canal, which is one parcel and one owner. She noted that the down side of this is that grinder pumps would be necessary for the sewer line up the northern end of Church Street and along the west side of Main Street. Ms. Wagner noted that the third option an entirely low pressure system requiring everyone to get grinder pumps. In reviewing the estimated construction costs for the three Pine Meadow options, Ms. Wagner noted that they are pretty close with P-1 for \$3.3M, P-2 for \$3.2M, and \$3M for P-3. She noted that to include those other properties on Main Street, \$200K should be added to each option.

Ms. Wagner noted that the entire Pine Meadow area and a portion of Cottage Street area is in the 100 year flood plain, according to the 1982 FEMA maps. She opined that if FEMA were to review this area soon, the elevations would likely go up not down. From a construction standpoint, it would just mean that the pump station within the flood plain needs to be protected in terms of its electrical components or generator, according to Ms. Wagner. She noted that it would be advisable to have a generator at this location. She noted that the pump station for Cottage Street is located outside of the flood plain but that some of the sewers would be. In light of this, she advises against the use of grinder pumps with the parcels within the flood plain. She noted that just generally, homes within a flood plain is reason enough to construct sewers

as ridding the area of septic systems thereby minimizing the presence of waste water structures that might be subject to flood is a wise plan. Ms. Wagner noted that the Route 219 Pump Station is also within the flood plain and therefore is technically an at-risk facility.

Ms. Wagner then reviewed possible grant funding opportunities. She then also reviewed betterment assessments as a means of funding capital projects. She reviewed a sampling of other Connecticut towns and how their betterment assessments function. One suggestion of CDM Smith for a Betterment Assessment in New Hartford might be to levy something in the range of five to eight percent of appraised value. Mr. Butler inquired as to whether the possibility exists that the two sections proposed for sewer improvements could be looked at individually and calculated differently.

Ms. Wagner noted that she wanted to take a closer look at the data provided on sewer use fees to be sure that her numbers are correct. Mr. Toro questioned whether Ms. Wagner had included in her budget assumptions, new additional users would also be paying down on the debt service. She confirmed that they would be paying on the debt service, too.

Mr. Butler then opted to review agenda item 5. *UPDATES FROM STANDING COMMITTEE:*
A. Polly – Fire Related Water Rates, West Hill Issue; as the following individuals were present from the beginning of the meeting and the time was now 8:34PM: New Hartford Fire Rescue Chief Mark Worsman, Firemen Robert Goodskey and Richard Marcus.

(5) A. Polly – Fire Related Water Rates, West Hill Issue.

Ms. Pobuda distributed a document entitled, “Yearly Hydrant Comparison Rates”. Chief Worsman reported that the district pays \$25K for fire hydrants but is unsure what this fee covers, in terms of whether this is a cost per hydrant. He also noted he is unsure whether this covers flow testing so that the Fire Department would know what hydrants can be used in the event of a fire. He reported that the department has approximately fifty-four (54) hydrants but was unsure of the exact number and would like to know this figure and what percentage of them work. Mr. Butler reported that flow testing has been put into the WPCA’s budget for next year although this is not a guarantee. A genuine effort will be made to replace hydrants as this past year saw five hydrants replaced, according to Mr. Butler. Ms. Pobuda opined that if the department knows of a dead hydrant, it ought to be painted black. Mr. Goodskey explained that while the department may suspect a hydrant is not good, they need data to back those suspicions. Mr. Marcus clarified that all hydrants at the end of a line have reduced pressure and the NFPA (National Fire Protection Association) recommends that every hydrant have its cap be color coded based on pressure coming out.

Mr. Toro questioned what the cost is for flow testing per hydrant. It was noted that the figure needs to be confirmed with Torrington Water Company Vice President Steve Cerruto. Mr. Toro suggested that the WPCA and the Fire Department approach the Board of Selectman for the cost of the flow testing to be shouldered by the whole town. Ms. Pobuda noted that given the fees that the Fire Department pays per year to the Torrington Water Company at \$462 per hydrant, she can understand why the department would expect that maintenance and flow testing is included in that fee. Mr. Butler noted that there is no dispute with the expectations of the fire department and only cautions utilizing a strategy to seek \$4K from the Board(s) of Selectmen or Finance this year, in light of the challenges and initiatives that still lay ahead this year.

2. BUDGET DISCUSSIONS: JOE/MARY BETH:

It was agreed that a more in-depth budget discussion will occur at the second April meeting.

3. APPROVAL OF MEETING MINUTES: February 16, 2016 Special Meeting and March 17, 2016 Special Meeting

The February 16, 2016 Minutes should be amended as follows:

Page 2, Agenda Item 4. Vacancy Update, the following should be added:

"Mr. Toro indicated that we have a vacancy to fill. He further reflected that, in his opinion, one person is well suited to be a candidate. Mr. Toro further stated that Troy Lamere has all the qualifications, including a working knowledge of the system, and has been involved in politics, and served on a land use board."

MOTION: Mr. Toro, Ms. Pobuda second, **to accept the February 17, 2016 Minutes as amended; Motion passed with Mr. Toro, Ms. Pobuda, Mr. LeClaire, Ms. Greenwood, and Mr. Surber voting aye while Mr. Marsh abstained.**

MOTION: Mr. LeClaire, Ms. Pobuda second, **to accept the March 17, 2016 Minutes; Motion passed with Mr. Toro, Ms. Pobuda, Mr. LeClaire, Ms. Greenwood, and Mr. Surber voting aye while Mr. Marsh abstained.**

4. MONTHLY REPORTS:

A. Water Planet – Sewer Operations.

Mr. Butler provided members with a copy of The Water Planet Company report dated April 6, 2016. He also noted that he received an email from Grant Weaver, President of The Water Planet Company, reporting that an audit of their records revealed that they had failed to bill their clients for a number of outstanding expenses. Mr. Weaver indicated through this email that a bill that will be sent to New Hartford for April, 2016 will include \$4500 in previously unbilled charges. Mr. Butler indicated that his response to this email that this was disappointing news and that the WPCA will expect to see accompanying invoices. Mr. Butler reported that additionally, he had communicated to Mr. Weaver in his reply that the WPCA will be advertising for a new contract for waste water operation services in lieu of renewal negotiations. Mr. Butler noted that Mr. Weaver replied indicated that his company will submit a bid in this regard.

B. Torrington Water Company – Water Operations.

Consensus was to allow Torrington Water Company to forward the water operations reports to board members via email. Mr. Butler reported that the ice pigging has been pushed back a couple of weeks due to a necessary equipment repair. As a result, the pump replacement is also being pushed out on Steele Road so that the likely water discoloration will not occur more than once and instead have all the work in this area performed simultaneously, according to Mr. Butler.

C. Monthly Financials – Month Ending March 31, 2016.

Board members confirmed that they had received a monthly financial statement for month ending March 31, 2016 via email from WPCA Clerk Lila Tuxbury.

5. UPDATES FROM STANDING COMMITTEE:

A. Polly – Fire Related Water Rates, West Hill Issue.

The Fire Related Water Rates agenda item was discussed earlier in the meeting. Ms. Pobuda noted that she had not received any new information regarding the West Hill issue. Mr. Butler reported that the West Hill Lake Association has asked the Board of Selectmen for funds to cover additional studies.

B. Mike – Technical Specs – Sewer Lateral Installations.

Mr. LeClaire reported that he will provide a sample of technical specifications related to sewer lateral installations in the very near future.

C. Jim/Mary Beth – Grants & Loans.

No report was provided.

D. Bud – Priority List.

Mr. Butler reported that there are several parties representing New Hartford's WPCA in attempting to ascertain from the Connecticut Department of Energy and Environmental Protection (DEEP) Supervising Sanitary Engineer George Hicks where New Hartford stands in terms of the Clean Water Fund (CWF) Priority List covering FY2016/2017.

6. ALL OTHER REPORTS, MEETINGS, CORRESPONDENCE, AND BUSINESS TO COME BEFORE THE WPCA:

Mr. Butler reported that the new chair of the Economic Development Commission, Mark Russo, has requested a joint meeting. He noted that he had relayed the many obligations of the WPCA and had expressed reluctance in scheduling an additional meeting.

MOTION: Mr. Toro, Ms. Pobuda second, **to adjourn at 9:48PM; unanimously approved.**

Respectfully submitted,

**Pamela A. Colombie
Recording Clerk**