

**New Hartford Water Pollution Control Authority
TOWN OF NEW HARTFORD, CONNECTICUT
REGULAR MEETING MINUTES
Thursday, May 5, 2016 at 7:00PM
New Hartford Town Hall
530 Main Street, New Hartford, Connecticut**

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

ABSENT: Jim Surber.

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

1. DRAFT REPORT REVIEW – SEWER LINE EXTENSIONS – CONTINUING MEMBER DISCUSSION:

Mr. Butler noted that he had provided Board members with a summary list of the Board's discussion regarding the draft report as well as items that he had discussed with Kristie Wagner, PE of CDM Smith in a ninety-minute conversation they recently had.

Mr. Marsh noted that there should be some type of mention of an emergency plan with regards to pump stations which may be constructed in the flood plain included.

Mr. Butler shared additional language to be included at the end of the report noting that the WPCA endorses the recommendations within, notably the expansion of the wastewater collection system to include the Cottage Street section and Pine Meadow section, whatever options that the group ultimately chooses.

Consensus of the group was to schedule a Special Meeting, with Ms. Wagner joining them to review the final draft copy of the sewer line extension report, on Wednesday, May 18, 2016.

2. BUDGET DISCUSSIONS – JOE/MARY-BETH:

Ms. Greenwood and Mr. Toro reviewed the changes made in the budget draft since the last meeting including taking out the following: well inspections from expenditures, the five-year tank inspection, part of the hydrants repair/replacements, took out the rehab of town's wells and pumps, a water tank repair, and an iron magnesium filter tank repair.

Cash flow projections for next budget year were also reviewed.

Adjusting the allocation for legal bills was discussed.

Mr. Butler noted that the Board should be poised to adopt a budget at the first regular meeting in June and noted that because no rate increase is expected, a public hearing will not be necessary. Ms. Pobuda opined that the WPCA ought to consider budget preparation even sooner than they have this year so that other entities whose budgets may be impacted by their water and sewer charges would have that information available sooner. Mr. Butler agreed noting that while timing improved this year, it will likely get even better next year.

3. APPROVAL OF MEETING MINUTES – APRIL 21, 2016:

Approval of the April 21, 2016 Minutes were tabled until the next regularly scheduled meeting.

4. MONTHLY REPORTS:

A. Water Planet – Sewer Operations.

Mr. Butler noted that the Board has received The Water Planet report. Ms. Greenwood questioned why the amount of sludge has increased. Mr. LaClaire explained that weather can affect the amount of sludge.

B. TWC – Water Operations.

Mr. Butler noted that the Board has received the Torrington Water Company report.

C. Monthly Financials – Month Ending April 30, 2016.

Mr. Butler noted that the Board has received the monthly financial report for the month ending April 30, 2016.

5. UPDATES FROM STANDING COMMITTEES:

A. Polly/Bud: Fire Hydrant Related, West Hill Issue.

Mr. Butler reported that he had met with Chief Mark Worsman. Mr. Butler also reported that the insurance companies do not, in fact, rely upon flow test information. He reported that CIRMA (Connecticut Interlocal Risk Management Agency) is an authority and have indicated that fire departments should not be the ones who determine whether or not there is adequate water supply or pressure but instead lays with the supplier of water as they are the ones responsible should a problem arise. Mr. Butler shared a correspondence he emailed the chief wherein he confirmed that the fire district personnel who are trained in flow testing will conduct these tests within New Hartford.

MOTION: Mr. Toro, Mr. Marsh second, **to authorize the Chairman to sign a Hold Harmless Agreement with regards to flow testing the hydrants to be performed by trained fire district personnel; unanimously approved.**

Ms. Pobuda reported that she had just attended an Inland Wetlands Commission meeting and had also obtained Minutes from a Planning and Zoning Commission meeting that Attorney Mark Branse had attended and discussed means of addressing the water quality concerns of West Hill Lake.

B. Mike: Technical Specs – Sewer Lateral Installations.

It was noted that corrections will be made to the technical specifications and forwarded to the Board.

C. Jim/Mary Beth: Grants and Loans.

Mr. Butler reported that he requested Mr. Surber to research whether STEAP grants can be used to fund low cost loans to people on the sewer line either for their connection fees or their betterment assessments.

D. Bud: Wastewater Treatment Plant and Collection System Request for Proposal.

Mr. Butler reported that the Request for Proposal for the wastewater treatment plant and collection system went out on Monday, May 2, 2016 and that a pre-bid conference will be held on Monday, May 9, 2016.

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

A. DPH Request.

Mr. Butler reminded the Board that he had emailed Lori Matheiu at the Department of Health seeking relief from the 2016 due date for the update of the New Hartford water supply plan. He noted that a conference call with Ms. Matheiu is scheduled for May 9, 2016.

MOTION: Mr. LeClaire, Mr. Toro second, **to adjourn at 8:40PM; unanimously approved.**
Respectfully submitted,

Pamela A. Colombie
Recording Clerk