

**New Hartford Water Pollution Control Authority
TOWN OF NEW HARTFORD, CONNECTICUT
REGULAR MEETING MINUTES
Thursday, August 4, 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 Jim Surber.

ABSENT: Joe Toro.

1. FINAL REVIEW – INTERACTIVE DISCUSSION – AQUARION REPRESENTATIVES & WPCA MEMBERS:

Aquarion Senior Consultant Mike Crawford was introduced to the Board by Mr. Butler, noting that effective September 1, 2016, Aquarion will be assuming the role of provider of wastewater services. Mr. Butler reported that Mr. Crawford is a professional engineer and has been in the industry for over forty years, having been a consultant to Aquarion since 1997. Mr. Butler noted that the subcommittee had met with both Mr. Crawford and Executive Vice President Donald Morrissey. Mr. Butler noted that the partnership documents have gone through legal review with the Board's counsel, Matt Willis.

Mr. Crawford reported Aquarion's excitement at being New Hartford's WPCA contracted operator. He explained that they will need two operators and have reached out to the current two at the plant. While one operator conveyed that he was not interested in continuing, the other has submitted his resume for consideration, according to Mr. Crawford. He noted that forty resumes have been received and that ten of those were interviewed.

Mr. Crawford reported that a list of phone numbers from all the appropriate contacts will be obtained and laminated and will be provided to all that should have them, including WPCA Board members if requested.

Mr. Crawford opined that the design and concept of the site is wonderful. He explained that the treatment process at this plant is a biological process referred to as a sequencing batch reactor. He noted that as its rectangular, it allows for common wall construction which has the tanks fitting very well. He noted that the wastewater is pumped up into the tank, the sludge is aerated, and the bugs work on the biological solution. Mr. Crawford explained that it is then turned off, allowed to decant and settle for six hours as it would in a clarifier. He noted that as this tank is shut off, another tank then begins to get filled. He also noted that New Hartford is only at 15% of design capacity.

Mr. Crawford noted that Aquarion has already contacted the manufacturer of the SBR process. He noted that the key component they will be familiarizing themselves with is the programmable logical controller and will do so by shadowing the existing operators.

Mr. Crawford reported that they will be checking the chemicals used in the lab to confirm that none have expired. He explained that they have already reached out to the laboratory New Hartford currently uses along with two others to get price quotes.

Mr. Crawford reported that Aquarion will review whether they might be able to consolidate the sludge a little bit more than what has been occurring, thereby reducing the volume of material that leaves the site. He also noted that electricity will be looked at closely, too.

Mr. Crawford emphasized that when Aquarion does assume managing the plant, any changes they may suggest will occur slowly. He noted that the existing operation is working and that no major changes will occur on Day One.

Mr. Butler questioned whether in the review of the laboratories, it appears that there might be savings to be realized. Mr. Crawford noted that New Hartford is faring well with what is in place presently. He noted that one very initial observation pertains to the amount of testing required for the size of the plant and that this may be reviewed.

2. APPROVALS – JULY 21, 2016 SPECIAL MEETING MINUTES:

MOTION: Ms. Pobuda, Mr. Surber second, **to approve the July 21, 2016 Minutes; unanimously approved.**

3. UPDATES – SYSTEM FLUSHING & ROUTE 219 REPAIR UPTATES – RESULTS:

Mr. Butler reported that he had reached out to three Main Street users. He explained that one has not returned his call, one was oblivious to any noted change, and one noted slight improvement in pressure but deemed the clarity of the water as inconclusive at this point.

Following the repairs made on Route 219, Mr. Butler reported that he left four messages with residents on Steele Road and Brook Street. He noted that while none have returned his call, he interpreted this as good news as he there was no reluctance to call when there was a problem.

4. STANDING COMMITTEE REPORT UPDATES, CORRESPONDENCE, OPERATIONS ISSUES (IF ANY):

Mr. LeClaire distributed copies of a completed set of lateral specifications and pictures and requested that the Board review these. Mr. Butler noted that he will give a copy to CDM Smith in order for them to take a technical look at them.

A. Asset Evaluation Meeting (Bud).

Mr. Butler reported that the Asset Evaluation Team met on August 2, 2016. He noted that CDM Smith and their financial specialist, with respect to asset sales, joined the group for a general roundtable discussion. Mr. Butler noted that topics discussed included what is being done where as well as the group sharing ideas on how to be creative and what to include in the Request for Proposal (RFP).

Mr. Butler noted that he has prepared a press release regarding this proposal and will be reviewing the same with First Selectman Dan Jerram tomorrow.

B. Line Extension & Repair Evaluation – Submittal (Bud).

Mr. Butler reported that CDM Smith had submitted the Line Extension and Repair Evaluation on July 28, 2016. He noted that the Sewer and Service Area Map was submitted in draft form, too, pending approval from the Department of Energy and Environmental Protection and Office of Policy Management.

5. OPERATIONS REPORTS – WATER & SEWER:

Mr. Butler distributed a copy of The Water Planet report. He noted that the Torrington Water Company Vice President Steve Cerruto reported that he had forwarded his monthly report via

email. Mr. Butler noted that he had received reports from Board members indicating that they had not received it so he requested that Mr. Cerruto send it again.

Mr. Butler reported \$1400 was recovered through a lien.

Ms. Greenwood reported that she would be meeting with Assistant Bookkeeper Lila Tuxbury on August 9, 2016 to review the chart of accounts.

MOTION: Ms. Greenwood, Mr. Marsh second, **to adjourn at 7:57PM; unanimously approved.**

Respectfully submitted,

Pamela A. Colombie
Recording Clerk