

**New Hartford Water Pollution Control Authority  
TOWN OF NEW HARTFORD, CONNECTICUT  
REGULAR MEETING MINUTES  
Thursday, October 6, 2016 at 7:00PM  
New Hartford Town Hall  
530 Main Street, New Hartford, Connecticut**

**PRESENT:** Chairman Denton Butler, Michael LeClaire, Wes Marsh, Jim Surber and Joe Toro.

**ABSENT:** Mary Beth Greenwood and Polly Pobuda.

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

**1. SEWER OPERATION TRANSITION – AQUARION REPORT (MIKE CRAWFORD, DEREK ALBERTSON):**

Mike Crawford, PE of Aquarion Water Company addressed the Board and was available for questions regarding a five to six-page monthly status report of the wastewater treatment plant. He noted that some things were a little different than what Aquarion may have expected but it was overall a good month. He provided a drawing of the layout of the plant, with the headworks (auger, screen aerated grit chamber and influent pump station), the Sequencing Batch Reactor (SBR) (integrated treatment technology), and then the Post-SBR Process. He reported that the headworks are generally in good shape, noting that the screens and augers were replaced in August. Mr. Crawford explained that the SBR has a lot of instrumentation and control and that this process is in very good shape. He reported that Aquarion will be paying \$4K to bring the equipment vendor on site scheduled for November 8, 2016 who will provide an evaluation of the process being utilized. Mr. Crawford explained that Aquarion will use that visit to explore where some cost savings can be achieved.

Mr. Crawford reminded the Board that presently the town's flows are at 4,000 gallons per day on a system with a design capacity of 400,000 gallons per day. He noted that from an engineering perspective, bigger is not necessarily better. The headworks are resilient to the low flows but the tail end of the treatment process has a tertiary filter with a flow at a reduced flow level, according to Mr. Crawford. He observed that with regards to the UV disinfection, three units are on twenty-four hours per day. Mr. Crawford indicated that the plant may need only one unit on daily.

Mr. Crawford then provided photographs of the plant. He indicated that the housekeeping that was left as Aquarion assumed the reigns of operations was not great, and then noted the sampling tubing that was extremely dirty. The photographs provided examples of how Aquarion began at the tail end of the treatment process and cleaned everything that they could.

Mr. Crawford noted that the flow is fairly consistent through the headworks and the SBR. He explained that the SBR is a batch process in that forty to fifty thousand gallons get treated and then that batch is discharged. He explained that right now it goes to the equalization tank, the pumps kick on immediately, and push it as hard as it can. Within a three-hour span, the forty to fifty thousand gallons are pushed through the plant's filters, pushed through the UV, and then out to the river, according to Mr. Crawford. He noted that for the next twenty to twenty-one hours, there is essentially zero flow. Mr. Crawford explained that the sampling protocol will soon be discussed with the Department of Energy and Environmental Protection.

He noted that the team here is reviewing whether the flow can be seven to eight hours a day rather than just over three hours. Mr. Crawford explained that a positive outcome of that is that if it went a little bit slower, it will likely have greater efficiency and filter better. The same would be true with the UV, according to Mr. Crawford.

In reviewing the photographs, Mr. Crawford reported that the biggest concern right now are the equalization tanks. He explained that the treated effluent from the SBR drops into the tanks. He noted the presence of "legacy solids", which would indicate that over the last six (6) years, the tanks had never been cleaned. Mr. Crawford reported that his team received two quotes (\$6K-\$7K) to do a confined space entry to clean these tanks. He noted that they decided to not do the pressure washing right now but instead attempt to limp through October, after which time they will fill the tanks, agitate the water, and then bring that water back to the headway.

Mr. Butler reported that he had communicated with Mr. Crawford that it will not be necessary for he and Mr. Albertson to attend every meeting. Mr. Crawford will provide the Board with monthly reports, according to Mr. Butler. However, they will return for the December meeting.

Derek Albertson then addressed the Board, explaining that he is the Operator 3 for the plant and has to administer the permit, making sure that all the general permit requirements for Nitrogen and NPDES (National Pollutant Discharge Elimination System) are in compliance.

Mr. Albertson also reported that DEEP has visited the site twice and was pleased with what was seen. He noted that the sample tubing and the composite samplers were disinfected. The normal weekly composite samples for September were completed and found to be within permit standards, according to Mr. Albertson. Additionally, 32,500 gallons of sludge were sent out which he noted was consistent with August although the previous operators did not unload sludge for the last ten days prior to Aquarion's taking over. He noted that Aquarion is running a procedure now wherein they are now using the sludge holding tanks as gravity thickeners, yielding a higher concentration of sludge going out the door. Mr. Albertson explained that this will likely result in the volume of sludge through shrinking.

Mr. Albertson reported that the E-tickets have been very helpful in that they provide both a home phone number as well as a cell number and email address. He also reported that he reached out to the sales representative for the pumps of the EQ tanks, the tanks that hold the water after the biological treatment. As a result, they are backing down the pumps and lengthening the time of discharge.

Mr. Butler reported that as a result of the Water Planet not filing the end of month reports to the State, he has drafted a letter addressing this issues and it is with Attorney Matt Willis for review.

Board members praised the thoroughness of Aquarion's monthly report.

Mr. Crawford explained that in the days ahead, it is hoped that savings may arise from suggestions they will make such as frequency at which the dumpster on site is emptied and possible snow plowing costs be alleviated through snow blowing instead. A working list with things like this is being created, according to Mr. Crawford.

Both Mr. Butler and Mr. Albertson briefly commented on the cooperation that the Brewery Legitimus has been a part of, in terms of calling the plant prior to discharging with a lot of organic material.

**2. OPERATIONS REPORT – WATER – TWC SUBMITTAL:**

Board members confirmed to Mr. Butler that they had received the monthly operations report from The Torrington Water Company. Mr. Butler reported that the pump at 98 Steele Road was replaced with a draw pump in the basement of this residence, with the cost for any necessary subsequent repairs being the responsibility of the homeowner.

**3. APPROVAL – SEPTEMBER 1, 2016 MEETING MINUTES:**

**MOTION:** Mr. LeClaire, Mr. Surber second, **to approve the September 1, 2016 Minutes; unanimously approved.**

**4. MONTHLY FINANCIAL REVIEW:**

**A. Budget Committee Update.**

Mr. Toro reviewed the draft of the proposed budget. Mr. Toro reported that it is likely the revenue side will see a dip due to the loss of the laundromat. He noted that revenues are tracking 7-8% down in the first quarter.

After some discussion, Mr. Butler noted that in January, the review of the revenues may require the Board to adjust the budget. After three years of no rate increase, a review in January at which time another quarter will have passed, an increase may be considered.

**5. UPDATES:**

**A. New Service Applications – Status Check.**

Mr. Butler reported that the developers of 507 Main Street have reverted back to the original plan for hook-up as the proposal for an easement with a neighbor has fallen through. This will involve running a forced main with a connection at Brook Street and connect to water on Route 219.

**B. Rules and Regulation Review – Status Check.**

Mr. Marsh provided an update on the Rules and Regulations, noting that a review has been made and that a discussion and review will likely occur at the November meeting.

**C. Asset Review – Status Check.**

Mr. Toro reported that a lot of good feedback was received at the Asset Evaluation Subcommittee meeting.

**D. Water Consumption and Drought – Observation.**

Mr. Butler reported that the town's wells static level has been checked and that no impact from the recent drought has been noted.

**6. STANDING COMMITTEE UPDATES, CORRESPONDENCE, ALL OTHER BUSINESS (IF ANY):**

**A. WUCC (West).**

Mr. Marsh reported that a draft of the Preliminary Water Supply Assessment Plan at the September 13, 2016 WUCC (Water Utility Coordinating Committee) meeting. He noted that this was released to state agencies first for their review and comments, and that after a month-long review period, changes will be implemented prior to the issuance of a final plan, scheduled for December.

**B. West Hill Pond (Polly).**

Mr. Butler reported that an overlay district for West Hill Pond has been approved by the Planning and Zoning Commission.

**C. Steele Road Solution Executed (Bud).**

Previously discussed, a solution has been executed regarding the water pressure problem on Steele Road.

Mr. Toro provided a brief report regarding the contract for the supply of power, noting that the sales representative has suggested locking in for a one-year plan. He noted that the rate would be .0975 per kilowatt hour for a one-year plan. Mr. Butler questioned what the difference is with this rate against getting it directly from Eversource. Mr. Toro indicated that the representative is obtaining this figure and that he would relay it.

**MOTION:** Mr. Marsh, Mr. Toro second, **to adjourn at 8:36PM; unanimously approved.**

**Respectfully submitted,**

**Pamela A. Colombie**  
**Recording Clerk**