

**WATER POLLUTION CONTROL AUTHORITY
REGULAR MEETING MINUTES
THURSDAY, NOVEMBER 7, 2013 – 7:00PM
NEW HARTFORD TOWN HALL – 530 MAIN STREET**

PRESENT: Chairman Robert Krzys, Steve Hanright, Kenneth Krohner, Michael LeClaire, Bill Michaud, David Rosengren; First Selectman Dan Jerram; Jason Hofmann, The Water Planet.

ABSENT: Joe Nerney.

Chairman Robert Krzys called the meeting to order at 7:00PM. Mr. LeClaire arrived to the meeting at 7:02PM, and Mr. Michaud arrived to the meeting at 7:08PM. All regular members present were seated for the meeting. The proceedings were recorded digitally and copies are available at Town Hall.

MOTION Mr. Krohner, second Mr. Hanright, to amend the agenda to include item 2A – 2014 Regular Meeting Schedule; unanimously approved.

1. APPROVAL OF MINUTES:

A. October 8, 2013 special meeting.

Mr. Rosengren suggested an amendment to page 5 of the minutes under the heading "Collection History/Arrears". He noted that the sentence "He stated that placing liens is 'like stacking deck chairs on the Titanic'" was incorrectly listed in this section, and he noted that he had made that statement as a generalized comment on the entire discussion as the same subject had been being discussed over and over again. He recommended deleting the sentence. Mr. Krzys concurred with Mr. Rosengren's suggestion, stating that he had a similar recollection of events.

MOTION Mr. Hanright, second Mr. Krohner, to approve the minutes of the October 8, 2013 special meeting with the correction that the sentence "He stated that placing liens is "like stacking deck chairs on the Titanic" be deleted from the 8th line down on page 5; the motion carried 4-0-1 with Mr. LeClaire abstaining.

B. October 24, 2013 special meeting.

Mr. Krzys explained that the Board did not have minutes available for the October 21st meeting between the full Board of Selectmen and members of the Board of Finance and Water Pollution Control Authority. However, he noted that the October 24th WPCA meeting had been held in order to review the discussions that took place at the October 21st joint meeting.

MOTION Mr. LeClaire, second Mr. Krohner, to approve the minutes of the October 24, 2013 regular meeting as written.

The Board then discussed the motion on the floor. Mr. Rosengren expressed concern that the resolution as written on page 2 of these minutes did not appear to specifically address the credit due to the Water Pollution Control Authority for the overpayments they made on the USDA loan the first two years. Mr. Krzys concurred, noting that at the October 21st meeting, it had been discussed that the 19% from the existing user base should not be attributed to any particular period of the loan; therefore, he felt that removing the word "existing" before "debt service" in the last line of the resolution. Mr. LeClaire and Mr. Krohner then withdrew their motion.

MOTION Mr. Michaud, second Mr. LeClaire, to adopt the minutes of the October 24, 2013 special meeting with the correction of the resolution on page 2 as follows:

"Acknowledging that a case can be made for future annual payments of zero percent by the existing user base for the last 28 years of the USDA loan, and also acknowledging that the crux of this problem and therefore the solution to the problem lies with future sewer line extensions, nevertheless the Water Pollution Control Authority supports the consensus of the joint subcommittee that the allocation of the debt service of the USDA loan should be allocated 19% to the existing users."

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The motion was unanimously approved.

2. OPPORTUNITY FOR PUBLIC COMMENT:

Mr. Krzys welcomed students from the Integrated Science Class at Northwest Regional High School #7 who were in attendance in the audience.

Tom Whalen, 11 Church Street, then addressed the Board. He explained that the main sewer line ran along the old railroad tracks behind his property, and the area had become heavily forested. He said that he had written several letters about this issue to both the Board of Selectmen and the Water Pollution Control Authority, and he had not heard back from anyone. He questioned whether this could adversely impact the condition of the sewer line. Mr. LeClaire stated that he had walked the line the previous spring, and he concurred that maintenance was necessary in that area. He noted that the sewer lines were very shallow in that location, and trees should probably be cut down. Mr. Krohner noted that at one point the town had cleared brush from the area, but it had been several years. Mr. Krzys stated that, to his knowledge, the Board had not received any of Mr. Whalen's letters; however, he would make sure that this situation was addressed.

Another member of the audience questioned whether there would be any additional subcommittee meetings regarding the allocation of the debt service payments. Mr. Krzys stated that he believed the subcommittee would no longer be meeting; he noted that the minutes of the October 24th meeting reflected what members believed was the consensus reached at the October 21st subcommittee meeting. Mr. Krzys noted that the Board of Finance had not yet had their regular meeting at which they planned to discuss this issue; he stated he believed that meeting would be held the upcoming Tuesday.

Maria Moore, Town Hill Road, then addressed the Board to question when minutes would be available from the October 21st subcommittee meeting. She noted that there were statutory requirements for the filing of minutes, and she observed that it would be hard to attend the upcoming Board of Finance meeting without minutes of the October 21st meeting. Both Mr. Rosengren and Mr. Michaud explained that both the Water Pollution Control Authority and the Board of Finance did not have a quorum of members at the October 21st meeting; therefore, they were not required to file minutes of the meeting. However, all three members of the Board of Selectmen were present at the October 21st meeting, so they would be required to file minutes. Mr. Krzys concurred with this, noting that any citizen wishing to obtain the minutes of that meeting could contact the Selectmen's Office or attend their next meeting, at which time the minutes were certain to be reviewed. Troy LaMere addressed the Board to recommend that each meeting of the subcommittee should really be recorded so everyone could hear what happened. Mr. Krzys noted that WPCA meetings were recorded, and he believed Board of Selectmen's meetings were also recorded. He reiterated that, as the BOS was the only Board required to generate minutes of the October 21st meeting, questions regarding those minutes should be directed to the Selectmen's Office.

A. 2014 Regular Meeting Schedule.

The Board reviewed the proposed 2014 meeting schedule and briefly discussed moving the January 2nd regular meeting to January 9th and moving the July 3rd regular meeting to July 10th.

MOTION Mr. Krohner, second Mr. Michaud, to adopt the 2014 Regular Meeting Schedule with the change of the January meeting date to January 9th and the July meeting date to July 10th; unanimously approved.

3. OPERATOR REPORT – UNITED WATER:

Mr. Krzys explained that the Board had entered into an extension agreement with United Water. He said that a letter had been received earlier that day from United Water which stated that they would continue to provide operation and maintenance services until January 3, 2014 at 10AM at the current service fee on pro rata basis.

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Mr. Krzys reminded the Board that they would need to select a new operator for water operations and either having billing done by the new provider or else reach a separate agreement with Computil. He stated he was unaware of any other issues with regard to water operations.

4. OPERATOR REPORT – THE WATER PLANET, INCLUDING CLOSEOUT OF USDA CHANGE ORDERS:

Jason Hofmann gave the Board his report for the previous month's activities. Mr. Hofmann stated that the plant had continued to operate in compliance with its permit. A total of 58,500 gallons of sludge had been removed and 258,650 gallons of septage had been processed during October. There had been one alarm callout, and a new VFD had been installed for the mixer in tank #4.

Mr. Hofmann then explained that the work included in Change Order #6 had been completed, and a final meeting had been held with the USDA the previous day. He advised Mr. Michaud to call Diane Johnson at the USDA, as she was in need one more piece of paperwork. Mr. Michaud explained that he had spoken with her that same day, and the Town just needed to resubmit a final report with regard to the American Recovery and Reinvestment Act. Mr. Hofmann stated that the money from the USDA would be deposited into the Town's account shortly, and bills related to the change order would be paid the next week. The Board briefly reviewed with him the report prepared by Grant Weaver. Mr. Hofmann stated that odors from the plant had decreased substantially once the cover had been installed. He also updated the Board on computer programming completed with regard to the SCADA program (Supervisory Control and Data Acquisition). As a result of this programming, all computer systems were now able to connect with each other, the alarm panel, and the operators' laptops remotely. Mr. Hofmann stated that this would be enormously helpful in handling emergencies. Mr. Rosengren thanked Mr. Hofmann and Mr. Weaver for all of their work on the change orders. Mr. Michaud concurred.

Mr. Hofmann stated that he was going to be getting diesel for all generators this month; he noted that the Town had moved a generator back to the treatment plant the previous week. He stated that he would also be submitting price quotes for plowing shortly, which would include pushing snow away from the area where tankers turnaround. Mr. Hanright questioned whether the well at Route 219 would be pumped out as well. Mr. Hofmann stated that they routinely have had that done a few times per year. Mr. Krzys questioned whether they should also get quote for tree removal along the main line as had been discussed earlier in the meeting. Mr. LeClaire stated that it would be cheaper to have the Town perform the work if they were not currently busy. Mr. Krzys asked Mr. LeClaire to email First Selectman Dan Jerram about this issue.

Mr. Krohner then asked whether the Board would be amenable to using the same provider for snow removal for the 54 fire hydrants. Mr. Rosengren questioned whether they had all been flagged, and Mr. Krohner stated that all but a few had been done; the rest would be done shortly. The Board agreed to continue with same provider.

Mr. Krzys noted that Connecticut Light and Power had finally removed the dead pine trees near the Route 219 pump station.

5. UPDATE ON LIEN ACTIVITY.

Mr. Krzys informed the Board that three liens had been filed, all of which were accounts associated with Blackhammer, LLC for their property at 283 Main Street. He explained that the property was currently in receivership. Mr. Krzys stated that the Board was paying Attorney Dave Cusick on an hourly basis to handle the extinguishment of these debts; to date, \$420 had been paid. He stated that one account in the amount of \$6,000 to \$7,000 had been paid; another account of approximately \$3,000 was going to be paid shortly. Mr. Krzys said that the rent receiver had requested additional information regarding the fire protection account, the Blackhammer account with the largest amount outstanding. He said that he had provided the backup information regarding the rates per sprinkler and per fire hydrant, the number of sprinkler and fire hydrants onsite, and the process by which the rates had been approved.

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Mr. Krzys said that notices had gone out to all water and sewer users regarding the lien policy and the interest rate on delinquent accounts. While the Board was considering liening other delinquent accounts and preparing paperwork to that effect, no formal action had yet been taken on them. He estimated the paperwork would be completed by the December regular meeting.

6. USDA DEBT ALLOCATION STATUS:

Mr. Krzys reiterated that the Board was still awaiting a formal response from the Board of Finance and the Board of Selectmen. He noted that the WPCA had still not paid the \$122,000 payment for the USDA loan due in September 2013.

7. BUDGET:

Mr. Krzys stated that he had received a report from the Board's bookkeeper stating that there was a balance of \$120,447 currently in the checking account. He noted that the Board had paid \$1100 in October 2013 to The Water Planet for overtime related to the processing of sludge removal. Mr. Krohner questioned whether this was an excessive. Mr. LeClaire and other members of the Board noted that this should no longer be an issue as a result of the upgrades made to the treatment plant as a part of the change order work. Since this would now take place automatically, it would no longer require an operator to be present onsite outside of business hours.

Mr. Krzys noted that \$1660 had been paid to King and King for an audit of the WPCA. He stated that he had requested a final report once the audit was complete, and he had already received a draft version of the report.

A member of the audience, Troy LaMere, questioned whether this was a busy time of year for septage disposal, and Mr. LeClaire responded affirmatively.

Prior to addressing agenda item #8, the Board answered questions from Northwest Regional #7 High School students visiting in the audience.

8. EXECUTIVE SESSION REGARDING SELECTION OF WATER OPERATOR TO BE EFFECTIVE JANUARY 3, 2014:

MOTION Mr. Krohner, second Mr. LeClaire, to enter executive session at 8:00PM for the purpose of discussing negotiations on the billing and collection contract and water operator contract; unanimously approved.

The Board came out of executive session at 8:23PM. No action was taken during the executive session.

9. ADJOURNMENT:

MOTION Mr. Krohner, second Mr. Rosengren, to adjourn at 8:23PM; unanimously approved.

Respectfully submitted,

Stacey M. Sefcik
Commission Clerk