

**New Hartford Water Pollution Control Authority  
TOWN OF NEW HARTFORD, CONNECTICUT  
SPECIAL MEETING MINUTES  
Thursday, August 20, 2015 at 7:00 PM  
New Hartford Town Hall  
530 Main Street, New Hartford, Connecticut**

**PRESENT:** Chairman Denton Butler, Roy Litchfield, Joe Toro, Mary Beth Greenwood, Michael LeClaire.

**ABSENT:** Kenneth Krohner.

Chairman Denton Butler called the meeting to order at 7:00PM. All regular members present were seated for the meeting. The proceedings were recorded digitally and copies are available at Town Hall.

**1. APPROVAL – JULY 9, 2015 MINUTES:**

The July 9, 2015 Minutes should be amended on page one, fourth paragraph to read as follows:

**Mr. Paul Pobuda of 22 Church Street** inquired as to whether there is an annual flow or flush test of the hydrants. Mr. Butler noted that the WPCA does do a flush test, with notices having been issued indicating that one will be performed from July 20-24, 2015.

**MOTION:** Mr. Michael LeClaire, Mr. Joe Toro second, **to approve the July 9, 2015 Minutes as amended; unanimously approved.**

**2. DISCUSSION – UPDATE:**

**A. Formalized Budget**

Mr. Toro reviewed the meeting that he and Mr. Roy Litchfield had with the Town of New Hartford's Assistant Bookkeeper, Lila Tuxbury to formalize the budget in the format usually used. Mr. Toro noted that it was recommended to separate out the sewer and water numbers. Mr. Toro agreed that he would forward copies of the budget to all board members in electronic format.

**B. FOG – LeClaire**

Mr. LeClaire noted that restaurants have to update permits every ten years. He noted that quite a bit of responsibility in handling the applications fall onto the municipality. Mr. Butler noted that it will become increasingly more important for this WPCA to address these types of controls and management as new businesses are coming into town. Mr. Butler noted that he will be discussing with selectmen whether the person that will be stepping in as the new building inspector will oversee these grease traps and noted that he will convey that it is the opinion of the WPCA that this be a consideration during the hiring process. Mr. Butler noted that in the interim, he has solicited both Torrington Water and the board's engineer, CDM, to act in the capacity of being reviewers of any construction activity that takes place for new businesses.

**C. Planning Grant**

Mr. Butler reported that the state did provide an approval of the work content of the planning document submitted by CDM.

**D. Sewer District Acceptance Vote – Reaffirmation**

Mr. Butler explained that in his research, he noted that he was unable to find the point in time where the town of New Hartford approved its sewer district map. Mr. Butler detailed the history of the approval of the sewer district from what he gleaned from reviewing all the minutes from 2003 through the current date. He reported that the terminology used was "Sewer Avoidance Map", and at a meeting on August 3, 2006, the then board had said "...work will go forward in setting the new sewer area and will be on the September agenda." Mr. Butler noted that it was not included as part of the agenda for the September, 2006 and actually was not mentioned again until 2011. He noted that at the 2011 meeting a Facilities Plan dated July 30, 2004 showing the current and potential future service as the official sewer service map was adopted. He noted that that the proposed 2005 map was not voted on but that in 2012, a revised map was submitted for the purpose of changing the sewer service map, which is currently with the State of Connecticut.

**MOTION:** Ms. Mary Beth Greenwood, Mr. Litchfield second, **to reaffirm the as-proposed 2005 Sewer Service Area Map; unanimously approved.**

**MOTION:** Mr. Litchfield, Mr. Toro second, **that we approve the Sewer District Map as previously submitted by the WPCA to the D.E.E.P. for its approval of a revised sewer service area; unanimously approved.**

### **3. NON-COMPLIANT STATUS REPORT:**

Mr. Butler provided a status update on the seven (7) users who were deemed to have received service without payment. He noted that payments have been received on the following properties: 554 Main Street paid \$8,724.42 and 584 Main Street paid \$213.95. He noted that the following properties took exception to the letters they received: 539 Main Street, 575 Main Street, 26 High Street, and 32 High Street. He noted he has had requests for contact with three of these four properties. Mr. Butler then provided a status of his communication with the respective property owners. Mr. Butler noted that he has received no response from 2 Central Avenue. Mr. Toro inquired whether the noted five property owners who have not paid the charges for back services will be lienied. Mr. Butler confirmed that indeed they would.

### **4. OPERATIONS UPDATES:**

#### **A. Sewer – Water Planet Submittal**

Mr. Butler reviewed the highlights of the report provided by The Water Planet, the company that services and maintains the operations of the sewer service system. He noted that all permit conditions were met for the month of July and the average daily flow for July was down from 60,000± to 40,000± gallons per day. Additionally, he noted The Water Planet reported the removal of 25,500 gallons of sludge for final disposal. A faulty effluent flow meter was replaced was also reported, according to Mr. Butler. The replacement of a blower unit was also reported and is currently being examined for repair, assuming that such repair would be cost effective, according to Mr. Butler. High water alarms at the Prospect Street Pumping Station were part of the report, too, and faulty pumps were replaced.

A CBYD (Call Before You Dig) request was received by 283 Main Street, Mr. Butler reported. This request was discussed as the stump removal work that is part of the consideration at this location is directly on the easement granted to the WPCA.

#### **B. Water – TWC Submittal**

Mr. Butler reviewed the highlights of the report provided by Torrington Water Company, the company that facilitates water service on behalf of the WPCA. A status of the repair and replacement work of the noted fire hydrants was discussed.

Mr. Butler reviewed two areas in town, both on Main Street, that have the likelihood of receiving two new businesses and will be seeking to connect to the sewer system. Possible paths to gain access to the line was discussed by the board. It was agreed that CDM Smith would review and examine the options available for hooking into the system at these locations.

### **5. CORRESPONDENCE & MEETING ACTIVITY (IF ANY)**

#### **A. Right-of-way Clearance & Video Piping – Berkshire Review**

Mr. Butler reported that the local company that does the video work of the sewer lines, Berkshire, had requested to test out its new truck and its camera equipment on one of New Hartford's sewer lines. He noted that the truck was brought to Prospect Street for this purpose. Mr. Butler reported that the company will be providing a copy of the video from the work at this location.

**6. ANY OTHER BUSINESS TO COME BEFORE THE AUTHORITY:**

**A. Member Suggestions – Replacement for Fulton**

Mr. Butler reported that a replacement is still being sought to fulfill the vacancy created by the resignation of Mr. Fulton and noted that the new member would need to be a user of the system.

Mr. Toro agreed to consult with the former chairman of the WPCA, Mr. Bill Michaud, to obtain the information that he had gathered regarding a betterment assessment. Ms. Greenwood indicated that she, too, has information she can pass along to Mr. Toro.

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

**Respectfully submitted,**

**Pam Colombie  
Recording Clerk**