

# Minutes

## New Hartford Water Pollution Control Authority

### TOWN OF NEW HARTFORD, CONNECTICUT

SPECIAL MEETING Thursday, October 1, 2015 at 5:00 PM New Hartford Town Hall 530 Main Street, New Hartford, Connecticut

PRESENT: Chairman Denton Butler, Joe Toro, Mary Beth Greenwood, Michael LeClaire, Roy Litchfield. ABSENT: Kenneth Krohner. Also in attendance: Tim Dupuis, Kristie Wagner, Consulting Engineers for CDM-Smith. No members of the general public were present.

Butler called the Special Meeting to order at 5:00PM. All regular members present were seated for the meeting.

This meeting/workshop was dedicated as the kick-off for the Planning Review For Sewer Expansion as approved and budgeted by the WPCA, with grant assistance funds provided by DEEP.

The members spent considerable time discussing and suggesting amendments to the Sewer Service Area Map, after being informed by CDM-Smith the DEEP will take no further action on the disputed SSA map submitted and not yet approved by DEEP. Rather, the DEEP will take timely action on a new submittal that reflects any updating provided by the WPCA and its consulting engineers. The revised submittal will not be subject to review by the OPM due to legislative action of the State's General Assembly last year. This should result in a more timely review and approval cycle. However, the DEEP wants the Planning Report and revised map submitted at the same time due to manpower shortages in their organization.

Working specifically from the attached planning outline, the Authority and Engineers have laid out a tentative schedule of activities and a targeted calendar to complete the review process. The outline, which is integral to these minutes is shown below.

# New Hartford Water Pollution Control Authority

Wastewater Consulting and Engineering Services

Workshop Agenda – October 1, 2015

1. Contract and DEEP Approval
  - DEEP approval of entire contract amount - \$48,900 (55% grant \$26,895)
  - Clean Water Fund Application submitted in August
2. Scope Task 1 – Evaluate Needs
  - Site Visit – week of October 12?
    - WPCF, Pumping Stations, Sewer Extension Areas (Pine Meadow & Cottage St)
  - Video footage of Jones Mountain Trunk Sewer
3. Scope Task 2 – Update Sewer Service Area Map
  - Discussion of existing and potential future development areas
  - Health Department records/contact
4. Scope Tasks 3 & 4 – Alternatives, Costs, and Funding
  - Cost estimates for sewer extensions and rehabilitation of Jones Mountain line
  - Capital funding options, benefit assessments, connection fees
  - Rate structure – range of options for existing and new customers
    - Focus on enforcing connections/collections, and 1-time fees
5. Scope Task 5 – Report and Public Participation
  - Preliminary draft report and presentation to WPCA
  - Public workshop meeting
  - Final report after public meeting
6. Information Needs
  - WPCF Operating Reports
  - GIS Mapping
  - Annual Budget and Revenue/Expense Projections
  - Revised regulations?
  - Jones Mountain Trunk CCTV

A revised SSA map, reflecting proposed changes in the defined sewer area for New Hartford will be reviewed at the Authority's regular November meeting.

The sub-committee on sewer expansion (Butler, Toro, Litchfield) will meet with CDM-Smith on October 16<sup>th</sup> for the purpose of examining the geography – streets, topography, possible pumping station locations, line routing, plant initiatives, etc. review for any potential expansion options.

The meeting/workshop adjourned at 7:05 PM by a motion of Marybeth Greenwood, seconded by Mike LeClaire.

Respectfully submitted,

Denton Butler, Chairman