

**New Hartford Water Pollution Control Authority  
TOWN OF NEW HARTFORD, CONNECTICUT  
REGULAR MEETING  
Thursday, September 4, 2014 at 7:00 PM  
New Hartford Town Hall  
530 Main Street, New Hartford, CT  
MINUTES**

**PRESENT:** Chairman Bill Michaud, Ken Krohner, Denton Butler, Steve Hanright, Mary Beth Greenwood, Robert Fulton, Michael LeClaire.

**ABSENT:** None.

Chairman Bill Michaud 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. Meeting minutes:**

**MOTION:** Mr. Butler, second Mr. Krohner, **to amend the August 7, 2014 to reflect the unanimous approval of the vote from a Motion made by Mr. Butler, second by Mr. Michaud, (4c), “to authorize the payment as expeditiously as possible of \$45,088.49 to Hemlock Construction for emergency repairs conducted during the period of July 21, 2014 through July 30, 2014 as itemized in their invoice”; unanimously approved.**

**MOTION:** Mr. Butler, Mr. Krohner second, **to approve the August 7, 2014 minutes as amended; unanimously approved.**

**2. Opportunity for public comment:**

Ms. Maria Moore inquired whether the commission had the opportunity to check into the amount that she is being charged by Torrington Water Company to repair the meter. She indicated that this bill is still outstanding and that she has not paid it. Mr. Butler recommended that she pay the bill and deferred her to the email that he had sent to her indicating that the WPCA would research this matter once Ms. Moore's concerns had been submitted in an email to them. Mr. Michaud concurred and requested that her question be submitted in writing along with any specific requests she may have.

**3. Operations:**

**A. Monthly report - The Water Planet.**

Mr. Michaud referred to a report from Mr. Jason Hoffman, Manager of Operations of The Water Planet, and noted key points. Mr. Hoffman reported in an email submitted to commission members that there were no expenses for plant supplies, the average daily flow for the month was 48,000 gallons with a total flow of 1 million gallons, removed 6,500 gallons of sludge for disposal. On August 7, 2014, the area of Prospect Street was smoke tested. On August 28, 2014, the Water Planet worked with AT&T to repair the phone lines at 219 and Prospect pump stations. By way of background, Mr. Michaud explained that the dialers at those two stations were not able to receive calls. This has been taken care of. Another area worth noting according to Mr. Michaud is that there is a new grade 3 operator, Paul Goulet.

Mr. Butler inquired whether there was a report from the smoke testing. Mr. LeClaire indicated that Mr. Hoffman would be providing a report. He reported that the smoke testing detected there was one person on Main Street who is hooked into the sewer line but is not nor has not been paying. Mr.

Butler requested that the maximum fine be imposed upon any resident found to be connected and who has not been paying. Discussion followed as to what the maximum fine is for such a case. Mr. LeClaire indicated that he does have camera footage of the smoke tests in case there is any dispute about whether the resident is connected.

Mr. Michaud commented that before anyone decides on how much to bill this user, the commission as a whole should meet again.

#### **B. Monthly report - Torrington Water.**

Mr. Steven Cerruto, Vice President of Operations at Torrington Water Company, addressed the Water Pollution Control Authority (WPCA). In August, the total production of the system was 3,753,000 gallons for a daily average of 121,080 gallons, well below the maximum diversion permit of 454,000, according to Mr. Cerruto. The Black Bridge well production for the month of August was 1,799,000 gallons for an average of 58,000 gallons a day. Mr. Cerruto reported that there were air actuated valves that needed rebuilding at Black Bridge last week because they were not opening and closing as they're supposed to. The Pine Meadow well produced 1,954,000 gallons. Water quality and treatment met all the state and federal standards for the month.

The pump station on Steele Road is still running on manual this month as the Torrington Water Company is still trying to get a replacement control for that unit.

Mr. Cerruto reminded the board that he reported the problems with the hydrants reflected in the flushing that occurred last month. Of the eight that were identified, Mr. Cerruto reported that they were able to fix two of them. Three of the six remaining fire hydrants that are broken need to be replaced according to Mr. Cerruto. He reminded that these are the old Ludlow hydrants with a replacement cost of \$4,500.00 each.

Mr. Cerruto reported that the cost of the repair of the hydrant on Main Street (heading toward Barkhamsted) is difficult to estimate because they really won't know until they open it up and begin work. The hydrant down by Dunkin Donuts has a hole in the upper body of the hydrant. Mr. Cerruto reported that the Torrington Water Company does have an upper body that would be able to use on the repair of this hydrant, resulting in a cost to the WPCA only that of the cost of time of the servicemen. He further reported that he did inform the chief via email about the hydrants which are in need of repair. Mr. Butler inquired as to whether the chief provided any feedback regarding the criticality of the hydrants. Mr. Cerruto responded that he has not. Mr. Michaud asked for a sense of how critical the Ludlow hydrants are. Mr. Cerruto responded that the hydrant on Wickett Street opens but blows water out but that it could probably be used even in its present condition.

Mr. Butler inquired how much money is allocated for capital repairs in the water budget. Mr. Michaud indicated that while he did not have the number with him, he believed it was \$10,000.00. Mr. Cerruto opined that the most critical hydrants to fix would be the one located on the same street as New Hartford Elementary, the one leading out towards Barkhamsted, and the one on the opposite corner of Dunkin Donuts.

Mr. Butler asked to what extent does the fire district tax cover the obligation of the fire hydrants. He offered to speak to the chief as early as tomorrow, Friday, September 5, and said he would send an email to WPCA members regarding the response that he receives.

**MOTION:** Mr. Butler, Mr. Krohner second, **move to replace one Ludlow hydrant at 68 Wickett Street, to repair the hydrant opposite Dunkin Donuts and to repair the hydrant at the end of Main Street in an amount not to exceed \$5,500; unanimously approved.**

#### **C. Collections.**

Mr. Cerutto reported that termination notices were mailed this date. The shutoff date is September 23, 2014. Mr. Butler asked how many of these there were but Mr. Cerutto was not sure of the number receiving said notices. Mr. Cerutto observed that many of the accounts that are on a payment plan for past due balances are not keeping up with current bills as was directed. He explained that a payment plan gets set up for customers who may have developed a balance but that the point is to stay current as each bill is accrued and to pay down on the past due balance. Some customers are only paying on past due balances. Mr. Michaud asked that Mr. Cerutto send an email with the number of termination notices that went out.

Mr. Michaud provided a financial summary to the WPCA. He noted that unsurprisingly the WPCA is way over budget because of the emergency repair. He noted, too, that the WPCA is way over budget on the water side for non-routine, which likely includes the smoke testing. He asked that Mr. Cerutto keep an eye on this and asked that any non-routine expenses be minimized.

Budgeted revenue and actual revenue are close according to Mr. Michaud's summary.

#### **D. Customer communications.**

Mr. Michaud reported that he received a letter from a customer requesting that he not be charged a sewer charge on the water they used to fill up their swimming pool. It has been the policy of this board, according to Mr. Michaud, that if a customer wants to be billed separately for water that is used for sanitary purposes as opposed to water being used for watering their lawn or filling their pool, they need to have two meters.

**MOTION:** Mr. Butler, Mr. Krohner second, **that Mr. Michaud provide a communication to the customer with this request indicating what the commission's policy has been; unanimously approved.**

#### **4. Backflow preventer and meter testing.**

Mr. Michaud reported that he received a letter from the Torrington Water Company that the backflow preventer testing needs to be done or else the WPCA will be out of compliance with state requirements. Mr. Cerutto indicated that the cost for such testing is the responsibility of the customer. Mr. Cerutto explained that while the cost is born by the customer, it is still the responsibility of the town to see that it is performed sometime between January 1 and December 31.

Mr. Cerutto reported that if a customer does not complete the testing, their water gets shut off without any type of notice. The customer receives a timeframe by which they're ordered to have the testing and should they fail to do so, no further notice is given.

Mr. Butler asked Mr. Cerutto if the WPCA has typically sent out a letter notifying them that they are obligated to have this test done. A house with both the town water service and a well is the type of situation that would require a backflow preventer and meter testing. Mr. Butler inquired about mailing notices and the reminder process by Torrington Water Company to those customers that are required to perform the testing.

**MOTION:** Mr. Butler, Mr. Krohner second, **move to authorize Torrington Water Company to send out such notification consistent with the rules and regulations of theirs that have been previously adopted; unanimously approved.**

Mr. Michaud commented to Mr. Cerutto that he received a correspondence about meter testing from the regulatory authority. He indicated that he would forward it to Mr. Cerutto.

## **5. Status reports**

### **A. Sewer system condition assessment**

Mr. Butler updated the board members that he has concluded that it would not be prudent for the WPCA to purchase their own cameras for purpose of sewer system condition assessment. He also reported that he had contacted the two camera operators used previously and that they are willing to do a walk through and provide an assessment of the accessibility of the two trunk lines. Mr. Butler also reported that he has spoken with First Selectman Dan Jerram about trying to open up the rights of way. Next week, they will be trying to locate the man holes on these trunk lines and will be inviting two of the companies that do video testing to accompany them. Both have remote mobile capability but they would like to see firsthand what the condition is to gain access from manhole to manhole.

### **B. Orders to connect**

Ms. Mary Beth Greenwood reported that they are continuing to clean up the list and that she does have a contact at Wright Pierce. She is expecting to speak with her next week.

Mr. Butler reported that he has reviewed Simsbury sample documentation provided by Mr. LeClaire and was not pleased with the cumbersome paperwork involved with their forms. He is working on simplifying and shortening the length of the forms.

### **C. Revolving loan fund**

Mr. Fulton commented that the data is with Mr. Jerram but that more information is needed before any additional progress with the Revolving loan fund.

### **D. Sewer extensions**

Mr. Michaud reported that he has had conversations regarding the capital budget with Mr. Jerram and laid out the sewer line emergency and are not in the position to be assessing alternatives, i.e. Cottage Street, Pine Meadow extension. Evaluating the cost of both of these, evaluating potential revenue associated with both of those in terms of user collections, benefit assessments and evaluating the impact of those two different alternatives in terms of public safety and protection of the aquifer and evaluating them in terms of economic development are all issues that need to be done.

Mr. Michaud indicated that he will follow up with Mr. Jerram to see if there is any further action that the Board of Selectman will take. Mr. Fulton commented that the WPCA has seen some cost estimates on this work. Mr. Michaud indicated that he is looking to see how the costs would be recovered, or what the return on the investment is.

Mr. Butler indicated that he had reservations about proceeding in an informal way. He believes that a statement of work should be put together and retaining an engineering firm as an Agent of Record. He opined that a statement of work should be formed, a determinate number of companies should be interviewed, and then invite responses that would allow the WPCA to qualify them in or out. Mr.

LeClaire concurred with this approach. He has experience with interviewing engineering firms and states that in his experience, presentations can vary greatly.

**E. FOG program**

Ms. Greenwood indicated that she would likely have a draft available at the next meeting.

**F. Public outreach/communication**

Mr. Michaud and Mr. Hanright reported that they did attend the Economic Development Commission (EDC) meeting on August 11, 2014. Mr. Michaud reported that he reviewed the amount of hookups the WPCA based on the economic development that was projected at the time that the plant was being designed. He noted that even if only 25% of this figure was actually realized, it would double the user base. He emphasized that economic development would make such a difference with reducing rates.

Mr. Michaud reported that he also expressed, on behalf of WPCA, to Planning and Zoning representatives present at the meeting that if there were any new significant development within the sewer user area or any development along the sewer lines that it be a requirement of the development process that they hook to the sewer line and not optional.

Ms. Greenwood asked whether that would need to be a policy of the WPCA or a policy of the Planning and Zoning. Mr. LeClaire opined that it is likely that a policy is already in existence that prohibits a septic system being installed in an area with access to the sewer line.

Mr. Butler commented that the sticking point in this is an adopted sewer district map. Therein, according to Mr. Butler, is a hurdle if it is not determined what the status is of the sewer district map which has been outstanding for two years from Wright Pierce. Mr. Michaud asked whether we could get a commitment on a time frame from Wright Pierce as to when they would be done with the sewer district map. Mr. LeClaire indicated that he would contact them again.

**6. Other business:**

None.

**MOTION: Mr. Butler, Mr. Krohner second, to adjourn at 8:30PM; unanimously approved.**

**Respectfully Submitted,**

**Pam Colombie  
Commission Clerk**