

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

PRESENT: Chairman Bill Michaud (7:05PM), Ken Krohner, Denton Butler, Steve Hanright, Mary Beth Greenwood, Robert Fulton, Michael LeClaire.

ABSENT: None.

Acting chairman Ken Krohner 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. Denton Butler, Mr. Hanright second, to approve the June 30, 2014 Special Meeting Minutes; motion approved 6-0-1 with Mr. LeClaire abstaining.

MOTION: Mr. LeClaire, Mr. Fulton second, to approve the July 10, 2014 Regular Meeting Minutes; motion approved 4-0-3 with Mr. Butler, Mr. Krohner, and Mr. Hanright abstaining.

MOTION: Mr. Butler, Mr. LeClaire second, to approve the July 23, 2014 Emergency Meeting Minutes; motion approved 6-0-1 with Mr. Michaud abstaining.

MOTION: Mr. Butler, Ms. Greenwood second to approve the July 29, 2014 Special Meeting Minutes; motion approved, 5-0-2 with Mr. LeClaire and Mr. Fulton abstaining.

2. Opportunity for public comment:

No business was discussed.

3. Operations:

a. Monthly report - The Water Planet.

Mr. Michaud submitted a report from Mr. Jason Hoffman, Manager of Operations of The Water Planet to be attached to the minutes, identified as Addendum A.

b. Monthly report - Torrington Water.

Mr. Steven Cerruto, Vice President of Operations at Torrington Water Company, addressed the Water Pollution Control Authority (WPCA). In July, the total production of the system was 3,876,500 gallons for a daily average of 125,048 gallons, well below the maximum diversion permit of 454,000, according to Mr. Cerruto. A total of 202 gallons of sodium hydroxide (caustic acid) and 31 gallons of hypochlorite was used. The Black Bridge well production for the month of July was 2,229,900 gallons for an average of 71,932 gallons a day. Mr. Cerruto reported that his crew cleaned up the outside and mowed around it. He reported that the new dehumidifier that was installed is working perfectly and the air is dry and clean. He thinks this will help curtail rusting.

Mr. Cerruto continued that they are still having the same maintenance problems that they've been having in the past. Pine Meadow produced a total of 1,646,600 gallons for the month of July, 2014 resulting in an average daily use of 53,116 gallons per day. He reported the same general cleaning of the outside and mowing of this location, too. He continued by saying that the two Routine Monthly Bacteriological and Physical samples were collected on July 18, 2014 and were within the parameters of the state of Connecticut regulations.

Regarding the Distribution System, Mr. Cerruto commented that there five (5) "Call Before You Digs". Mr. Cerruto reminded the WPCA that during the month of July, 2014, the system was flushed. Torrington Water Company

randomly picked out 28 hydrants that were deemed best points so that when they opened them, it would cover each sector. Of the 28 random hydrants chosen according to Mr. Cerruto, eight (8) of them were in need of repair or replacement, identified as follows: 1.) Route 219 at Blackbridge Road (Steamer Nozzle Frozen); 2.) Route 219 at Main Street (Hole in Hydrant Barrel; 3.) Route 44 Main Street End of Line North (No Steamer, just two 2½" Nozzles, Will Not Work at All); 4.) Route 44 at Dunkin Donuts (Side Nozzles Frozen); 5.) Route 219 at Cemetery (Very Hard Opening Nut); 6.) First Hydrant on Wickett Street 68 (Sprays out of Operating Nut and Barrel When Running); 7.) Route 44 Last Hydrant on 6" line south end only on nozzle working 2½"; and 8.) By Post Office (Not on Map...Hydrant Not Working).

Mr. Butler inquired as to whether Mr. Cerruto has reported to Mark Worsman (Chief of New Hartford Fire Rescue) the hydrants that are currently not working at all. Mr. Cerruto indicated that he had not. He commented that he had wanted to inform the WPCA first. Mr. Butler strongly advised Mr. Cerruto to let Mr. Worsman know as soon as possible. Mr. Butler asked for a dollar figure to bring all eight of these hydrants to be fully functioning. Mr. Cerruto reminded the WPCA the cost to replace the hydrant on Prospect Street was \$4,500. His recommendation is to replace the hydrants rather than repair them because the costs of parts on a hydrant are so expensive. Mr. Butler requested a formal estimate from Torrington Water Company to bring to fully functioning, those eight hydrants identified as needing repair. Mr. Michaud asked Mr. Cerruto for an opportunity to meet with Mr. Worsman for a broader assessment of all eighty-eight (88) of the town's hydrants. Mr. Butler asked to what extent does the fire district tax cover the obligation of the fire hydrants.

Mr. Michaud proposed coming up with an inspection plan, ascertain whether the fire department will participate in that, and figure out the cost.

c. Collections, shut-offs, and liens.

Mr. Butler indicated that the collections on the twenty eight (28) accounts that are on payment plans has had remarkable results. He reported that they are down to \$31,000 outstanding from nearly \$140,000. There are eight accounts where Torrington Water Company has done what they can do with regard to collecting them. With one case, the person on the account is deceased and the amount owed is incidental, less than \$60, according to Mr. Butler. Mr. Butler suggested that at the next meeting, the eight accounts, with Torrington Water Company having exhausted every channel available to remedy the debts, be turned over to a collection agency.

With regards to the progress with liens, Mr. Michaud reported that as of this week the matter is still with the town attorney and a decision has not been rendered regarding who has the authority to sign them. Mr. LeClaire commented that one of the subject properties is being foreclosed, and it would be beneficial if the WPCA had a lien as it would then get paid. Mr. Michaud reported that he will stay on this.

4. Emergency sewer repair:

a. Review and status.

Mr. Butler reported that the conversion took place from "19 sewage being diverted to 20 which now goes to 18". He told the WPCA that Mr. Tim Traub of Hemlock Construction will have to return for two things: one of the caps on the manhole is out of adjustment after it was returned which work will cost an additional few hundred dollars, and also, will have to cut back into the highway to correct where a slide took place and has to fill it and compact it, which cost is not certain but has been assured will be less than \$5,000. Mr. Butler presented and read a letter that he drafted to send to Mr. Traub expressing appreciation for his work in the recent repairs to the sewer line.

MOTION: Mr. Michaud, Mr. Krohner second, to send the correspondence from the WPCA as read by Denton Butler to Tim Traub of Hemlock Construction; unanimously approved.

b. Financial implications.

Mr. Butler presented to the commission an invoice dated August 6, 2014 from Hemlock Construction for work performed from July 21, 2014 through July 30, 2014 in the sum of \$45,088.49. Mr. Butler reported that this invoice is less than what he had expected based on an estimate that was provided as work was progressing. He reminded the WPCA that there is still work that needs to be completed that is not part of said invoice.

MOTION: Mr. Butler, Mr. Michaud second, 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. (38:49)

Ms. Greenwood inquired as to how much money was in the account. Mr. Michaud reported that as of today there was \$80,000. Mr. LeClaire asked if there were other large bills that were going to need to be paid soon. Mr. Michaud indicated that he had forecasted a low point to be in the beginning of September but that the estimate provided by Hemlock was part of that consideration. Ms. Greenwood asked if that low point was manageable. Mr. Michaud affirmed that it is so long as there are no additional emergencies. Discussion followed again regarding the fire hydrants. Mr. Butler had a question about the payment of bills for the WPCA and what the policy or procedure is. Mr. Krohner explained that usually Ms. Lila Tuxbury, Assistant Bookkeeper for Town of New Hartford, usually gets the bills and pays them in a timely fashion. Mr. LeClaire stated that she will usually run them by the chairman, too. Mr. Michaud reported that he comes down to Town Hall once every couple weeks and will look at purchase orders. Typically, if it's a pump or something like that, Mr. Michaud said he makes sure that the WPCA has talked about it previously. Mr. Butler described that in other committees he has worked on, approval was needed by two members. He suggested that he'd like to take the Hemlock invoice with his "Okay to Pay" reflected on it along with that of Bill's and bring it to Ms. Tuxbury tomorrow, August 8, 2014, with a directive to pay in the next check run as a reflection of "Timely Payment for Job Well Done." Commission members concurred.

Expense and revenue projections were reviewed.

c. Next steps/reassessment of priorities.

Mr. Butler reminded the WPCA that they do not know the condition of the rest of the trunk lines. Discussion of "cameraing" the lines took place. Mr. LeClaire reported that it typically costs anywhere between \$1,000 - \$1,200 per day. Mr. Butler prefaced his comments by saying that his research is only preliminary and not complete but has heard of a municipality that has the equipment and with a crew charges \$125.00 per hour. The type of camera this municipality uses is a push camera, not a crawler which is what has previously been used for New Hartford's lines but instead relies on water flow. Mr. LeClaire was skeptical that purchase of that type of camera would be suitable for New Hartford. Mr. Butler would like to get the opinion of The Water Planet on the idea of New Hartford using equipment if they were to purchase it themselves. Also, finally he reported he does plan on contacting the two camera companies that the WPCA has previously used to obtain an estimate of what the cost would be to contract them to go through the lines. Mr. Butler reported that he has approached Mr. Dan Jerram, First Selectman, regarding clearing the rights of way. Mr. Krohner agreed with Mr. Butler's approach. It was agreed that knowing the condition of the trunk lines prior to adding new users is necessary.

5. Subcommittee status reports:

a. Orders to connect.

Ms. Greenwood reported that the subcommittee did have one meeting. She reported that the consensus at the meeting was there is further information that they need. The subcommittee is still unsure on how to evaluate referral requests. In some cases, Ms. Greenwood reported that they may need professional opinions. Ms. Greenwood had a question related to the application process hooking up to sewers now. Members responded that there is none but that between Mr. Butler and Mr. LeClaire, the process is being researched and developed and a draft tailored to New Hartford will likely be available at the September meeting. Ms. Greenwood did follow up on the few deferral requests based on economic circumstance and based on the information from the Tax Office, no one qualifies for that from the people on the list.

b. Revolving loan fund.

Mr. Fulton explained that he is still waiting for Mr. Jerram to review it but that the sewer emergencies that had taken place have been more of a priority.

c. Sewer extensions.

Mr. Butler reported that there is no further activity on extensions.

d. FOG program.

No report provided.

e. Public outreach/communication.

Mr. Hanright reported that he attended an Economic Development Commission (EDC) meeting and had invited them to come see the plant. Three members of the EDC toured the plant. Members of the WPCA agreed that this was an excellent idea.

Mr. Butler reported that Mr. David Childs, Chairman of the EDC, had invited him to a community conversation as a representative of the WPCA along with Board of Finance and Planning and Zoning Commission designed to seek common goals. The meeting was scheduled for Monday, August 11, 2014 at 7:00PM. Mr. Michaud stated that he was intending to attend.

6. Other business:

Mr. LeClaire reported on the smoke test on the system. He reported that what was done was from the old North End School and believes he found a house that was connected but has not been paying. Mr. Hoffman is expected to make a report on this. The smoke test was also done from the Post Office to west again on Route 44. There is a huge block in the middle of this area according to Mr. LeClaire that are not connected. They then tested all of High Street and it is Mr. LeClaire's opinion that no one on Fairview Avenue that is connected that shouldn't be. Testing is also complete on Steele Road, Brook Street, Central Avenue, Bridge Street, Prospect Street, Loomis Heights, Holcomb Hill Road, and the line from pump station back up to Prospect Street.

Mr. Butler asked if the WPCA would be able to determine from an authoritative source what the maximum amount they are allowed to bill back to on someone that is connected but has not been paying. Mr. LeClaire said he would find out but believes it is two years. Members all agreed that this would be the approach to take.

Ms. Greenwood reported that Ms. Donna LaPlante, New Hartford Town Clerk, asked if the WPCA would want to have and store a bunch of maps that she thinks have been put on CD. Mr. LeClaire recalled that there was a room at the plant where they had previously agreed to take these items to store. Mr. Butler recommended against storing anything important in this room as it is located below flood stage. Mr. Butler suggested that Ms. LaPlante could just store them in the Map Closet in the Town Hall, located on the second floor.

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

Respectfully Submitted,

**Pam Colombie
Commission Clerk**

ADDENDUM A

August 5, 2014

Chairman Bill Michaud and Members of the WPCA:

Routine operation and maintenance work continues. The average daily flow for the month of May was 51,000 gallons and the total flow was 1.5 MG. We removed 6,500 gallons of sludge for final disposal during the month of July.

- Expenses for Plant Supplies totaled \$538.88
- 7/3/14 Aaron Associates Calibrated the Influent and Effluent flow meter and installed replaced radio equipment at pump stations.
- 7/7/14 Blake Equipment replaced broken pump on Prospect St.
- 7/7/14 Auger spray nosel solenoid not working. Blake ordering replacement solenoid.
- 7/15/14 The Maher Company fixed the bad sensor on UV bank 3.
- 7/17/14 The Maher Company checked the UV bank due to inconsistent numbers.
- 7/21/14 Russ Septic cleaned out the grit chamber
- 7/24/14 Smoke testing on Main ST. sewer line.
- 7/24/14 Blake replaced solenoid on Auger.
- 7/28/14 Tower Generator serviced/repared plant generator

Respectfully Submitted,

Jason Hofmann
Manager of Operations
The Water Planet Company
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