

**TOWN OF KILLINGLY
WATER POLLUTION CONTROL AUTHORITY**

**Regular In-Person Meeting
Wednesday, December 15, 2021 at 6:00 PM
Killingly Town Hall
Town Meeting Room
172 Main Street, Danielson CT**

MINUTES

1. **Roll Call** – Chair, Patrick McLaughlin called the Meeting to order at 6:01 p.m.
David Capacchione did the Roll Call.

Members Present:

Joseph Higgins
Andrew Danna
Patrick McLaughlin

Staff Present:

David Capacchione, Director of Engineering and Facilities
Jennifer Hawkins, Director of Finance
Mark Cataldo, Suez Project Manager

Also Present:

Michelle Murphy Town Council Liaison
Ed Grandelski, Town Council Alternate Liaison
Heather Belanger, Frito-Lay

2. Citizen Participation (on items not subject to public hearing) – None.
3. Town Council Liaison Participation
Ed Grandelski reported on the recent actions and discussions of the Town Council:
 - Contract with the Killingly Board of Education Administrators Association approved (effective 7/1/2022).
4. Adoption of Regular Meeting Minutes November 17, 2021

David Capacchione explained that there had been a revision to the Minutes (Item 9.d) and that the revised Minutes had been e-mailed earlier in the day. He also provided hard copies in the event that the Authority Members had not had a chance to review the revision earlier. Authority Members then took a moment to review the revision.

Motion was made by Joseph Higgins to accept the Revised Minutes of the Regular Meeting of November 17, 2021.

Second by Andrew Danna.

Discussion:

Mark Cataldo noted a correction:

- The Suez Area Manager that was present at that meeting was Carl Sundberg, not Shawn Meunier.

Motion carried unanimously by voice vote (3-0-0).

There was discussion regarding whether to mark minutes as “DRAFT” until after they are approved. Jennifer Hawkins will look into it.

5. Finance Report

a. Monthly Finance Report

Jennifer Hawkins reported:

- Still tracking as expected for this time of the year (budget vs. actual).
- Revenue collections are on target (just under 50 percent).
- Debt Service number has already been transferred to the General Fund for Debt Service. She will be transferring funds back to WPCA because they haven't closed yet. There will be money coming back, once that finalizes. She will have the amount for the next meeting.
- Capital Project Funds to be transferred at the end of the year in case there is a shortfall and the WPCA wishes to make an adjustment, as has been done in the past.

There was discussion regarding Debt Service.

- Earlier in the day, final numbers needed for the Project were received and will go to Bond Counsel before the end of the week, so they can work on final packages to get ready for closing. They expect to close by January 31st unless there are hold-ups with DEEP. There was discussion.

6. Report of Project Manager

Mark Cataldo reported:

- In total compliance for the month of November.
- Did about 93 million gallons for the month (average 3.1 million).
- One odor complaint.
- Mr. Cataldo explained that they did some work on the phosphorus analyzer for maintenance. They replaced an MPV valve that they have been having trouble with.
- Nitrogen is running at less than 80 pounds, on average, for the month. Mr. Cataldo explained his goal to continue with complete compliance.
- Phosphorus is doing really well (below 1.09).
- Very little septage coming in.
- They have been doing some jetting this month (per contract).

7. Frito-Lay Representation

Heather Belanger stated that she had nothing to report at this time.

- They will shut down on December 24th at 5 a.m. and will come back up between 2 a.m. (earliest) and 11 a.m. (latest) on December 26th. She said that it will, most likely, be the same for the following weekend (New Year's Eve). She will send a schedule.
- The next 3-day shutdown will be in April.
- Permit renewal coming up in March 2022 (Permit expires in October 2022). There was discussion.

8. Unfinished Business

a. Facilities Project Update

David Capacchione reported:

- Finishing up punch list items.
- Received final invoice, so closing everything out.

Mark Cataldo stated that work had been done on Influent Pump #3. It was taken out due to an issue with it. It has been re-installed and it is scheduled to be started up and tested tomorrow (for passing of the construction).

b. TITAN Energy Battery Storage

David Capacchione and Jennifer Hawkins reported:

- Received a proposed agreement which was rejected and are waiting to see if they will submit something more acceptable.
- Ms. Hawkins explained that the Town's research does not align with what they are proposing.

There was discussion.

c. Key Bank

David Capacchione reported:

- Plans from 1928 were found at the Plant which show, what he assumes, is the old Borough lines. The plans do not show a connection or stub to that lot (Key Bank to Oak Street). There are laterals in Oak Street, but nothing that they could tie-in to by gravity.
- Mr. Capacchione gave this information to Key Bank and he received an e-mail from the DEEP (forwarded from Mr. Cataldo) asking for a contact person from the Town.
- Mr. Capacchione will keep the Authority Members informed.

Mr. McLaughlin commented that the responsibility would be on the property owner to trace their lateral coming out of the building. Mr. Capacchione explained that the lateral goes to a manhole in Oak Street (18 feet deep) but that manhole is not part of the sewer main which is only 5 or 6 feet deep. He said that it goes in a westerly direction, but it is very difficult to locate because it is so deep. So, he is not sure what it tied-in to or where it goes. The Town dye tested it, but did not see it come out anywhere. He said that there is an obstruction in that line someplace. He cannot prove that it is or isn't part of the Town's system. There was discussion. Mr. Capacchione stated that Main Street would be the way to go. He is waiting to hear from DEEP.

9. New Business

a. RFP for WWTF Operation & Maintenance

David Capacchione reported:

- The RFP has been advertised and the site walk was yesterday.
- Five firms took out the RFP and four attended the site walk (Suez, US Water, Inframark and Jacobs). Weston & Sampson did not attend.
- Proposals due January 13th or 14th.
- Mr. Capacchione will provide copies of all submittals to Authority Members.

10. Correspondence

a. Email from CDM Smith

David Capacchione explained that CDM Smith was enquiring whether Killingly would accept industrial waste from Simonize who currently discharges to the Naugatuck Wastewater Treatment Facility (3,000-6,000 gallons per week by truck). He explained that they are looking for an alternative. He sent a request for information to them and he notified DEEP to see if they would have any input. There was discussion. Mr. Capacchione explained that we are permitted to take industrial waste, but are not currently taking any.

11. Other

There was discussion regarding whether to change the WPCA meetings to the Town Hall at 5 p.m. Suez is now at COVID Level 3.

Motion was made by Joseph Higgins to change WPCA meetings for 2022 to the Town Hall at 5 p.m., but keeping the same dates.

Second by Andrew Danna. No discussion.

Motion carried unanimously by voice vote (3-0-0).

There was discussion regarding open positions on the WPCA. Jennifer Hawkins will find out when the Town will post an advertisement for new Members.

12. Adjournment

Motion was made by Joseph Higgins to adjourn at 7:41 p.m.
Second by Andrew Danna. No discussion.
Motion carried unanimously by voice vote (3-0-0).

Respectfully submitted,

J.S. Perreault
Recording Secretary