

**TOWN OF KILLINGLY
WATER POLLUTION CONTROL AUTHORITY**

**Regular In Person Meeting
Wednesday, August 17, 2022
5:00 PM
Water Pollution Control Facility
31 Wauregan Road, Killingly CT**

MINUTES

1. **Roll Call** – Chair, Patrick McLaughlin called the meeting to order at 5:00 p.m.

Members Present:

Patrick McLaughlin

Joseph Higgins

Donald Aubrey

Andrew Danna was absent with notification.

Staff Present:

David Capacchione, Director of Engineering and Facilities

Mary T. Calorio, Town Manager

Jenn Hawkins, Director of Finance

Joe Couture, WPCF Assistant Plant Superintendent

Also Present:

Michelle Murphy, Town Council Liaison

Ed Grandelski, Town Council Liaison

Heather Belanger, Frito-Lay

2. Citizen Participation (on items not subject to public hearing) – None.
3. Town Council Liaison Participation
Michelle Murphy reported on recent actions of the Town Council.
4. Adoption of the Meeting Minutes July 20, 2022

Motion was made by Joseph Higgins to adopt the Minutes of the Regular Meeting of July 20, 2022.
Second by Donald Aubrey.

Discussion:

Donald Aubrey noted a correction to Page 3, Item 8.a., correct Mary “Broom” to Mary “Bromm.”

Motion, with the noted correction, carried unanimously by voice vote (3-0-0).

5. Finance Report
 - a. Monthly Finance Report
Jenn Hawkins reported:

- July collections were as expected.
- She has begun to breakdown individual line items for expenditures (as setting them up). Will set up more accounts on a budget basis (operational side as well).
- Everything seems to be tracking as expected.
- Projecting a small surplus for fiscal year actuals for 2021/2022. She does not think that any of the Fund Balance appropriated for the budget year will need to be used (or it will be a very small amount).
- Most of the costs for June 30th for the Sewer Authority are in and accounted for. Even if there are a few things that still need to be paid, she has accounted for it.
- She is not expecting too many more adjustments that will have to be made.

Mr. McLaughlin asked if changes to the budget will be needed due to new items like salaries. Ms. Hawkins explained that she expects it will be within the same appropriation authorization, but we will need to reallocate the budget categories and the Authority will need to adopt that. Discussion continued regarding other items in Contractual Services that Ms. Hawkins may breakdown.

6. Report of Project Manager

Joe Couture reported:

- The two regulatory events from last month (sludge spill and by-pass on 365 Putnam Pike) has been closed out by the State. They did not get fined. They will be camera-ing 365 Putnam Pike once they do the River Ridge section so they can find out exactly that goes and what is going on with that line because they cannot get the jet to go through it properly.
- Mr. Couture explained that they are working on the WPCF and OSHA compliant policies. Next month, they hope to get the newer employees lock-out, tag-out certified and confined space certified.
- The Plant is running great. Number are pretty much staying the same, although a couple of them crept up a bit due to seasonal weather changes. Chlorine usage increased from 80-100 gallons per day to 176 gallons per day because of the heat.

Mr. Aubrey noted a correction to Page 3 of the Report, Sixth Bullet Point under Maintenance Events: Should read as follows, "Installing upgraded radios at pump stations."

There was discussion regarding the 9 miles of pipe that was cleaned. Mr. Couture explained that it is the running tally brought over from Suez (running total month-to-month). Mr. McLaughlin suggested restarting from July 1st and Mr. Capacchione suggested putting it on a monthly basis going forward.

7. Frito-Lay Representation

Heather Belanger reported:

- The Facility will be down for its next critical maintenance from September 30th through October 3rd.
- There are no operational issues to report.

- Since they are looking to renew their permit, there was an inspection today by the CT DEEP for their wastewater treatment facility which, she said, went very well. There were no operational issues reported.
- They are working on the permit which expires in October.

8. Unfinished Business

a. Buck Street Sewer Project

David Capacchione reported:

- Sewer work on Buck Street is completed. All but two houses on Buck Street are connected to the new sewer system. The two that are remaining have been provided stubs for them to connect and have coordinated a plumber to make the final connections for them, but they felt that it is too expensive so, they elected to do it themselves. Mr. Capacchione referred to a letter (copies were provided to Authority Members) that will be sent to the two property owners notifying them that they have 150 days to connect. He explained that if the Authority Members were in agreement with the letter being sent, Mr. McLaughlin could sign it. There was no opposition expressed.
- The only thing left is final restoration. Regarding paving, his thought is to let it settle over the winter and pave it next year. Additional funds may be needed depending on the price of asphalt and maintenance.

There was discussion. Approximately a dozen units have connected. Mr. Capacchione added that as part of the Prospect Street Project, two of the houses that were in the priority area were connected yesterday. He said that the priority/problem areas on Prospect and Buck are completed at this point. He noted that he not saying that the ones that weren't problem areas in the past, won't start to give us problems. But, at least the high priority areas are done.

b. Administration Building HVAC Project

David Capacchione reported:

- Last month, the Authority authorized Zaino to design the roof. The plans have not come back at this point.
- As soon as the plans are completed, it will go out to bid.
- He suspects that due to the delay in equipment and materials, nothing will happen until next year.
- The patches to the roof seem to be holding, which is more of a concern.

c. I Park Pump Station

David Capacchione reported that everything has been ordered, they are just waiting for it to come in. Mr. Couture stated 20 more weeks.

d. North River Lane to Maple Street Sewer Line

David Capacchione reported:

- They jetted the line this week. He explained that, as part of the Buck Street Project, someone is coming to camera the Buck Street laterals to make sure that there aren't any strange issues and, while he is in Town, he will camera the North River Lane to Maple Street sections to determine the suitability for lining or whether or not they have to open cut it.

He will also do the Ballouville section of the sewer line by Sansoucy's mill to figure out how that is connected. Somehow, the old line is connected to the new line and nobody knows where the blockage is that occurs. Hopefully, it is not under water. Once this is determined, they have a more clear direction on how we are going to run the design on North River Lane.

9. New Business

a. Replacement of Onan Generator

David Capacchione reported:

- He got prices off of the State bid list, but they did not have a generator of the right size available (the smallest they have is twice the size needed). Also, it wouldn't be available until about April. A quote dated July 28, 2022, from Cummins Sales and Service (\$84,385.57) was included in packets to Authority Members.

Mr. Capacchione explained that to replace the one that we have, with one of the same size, would cost \$20,000 to \$36,000. However, nothing is available until six to eight months.

To get through this season, for use at the small can stations, he suggested, as the best option, to purchase a small, portable generator (cost approximately \$2,500) which would need to be wired with pigtails to make it function.

Discussion ensued. Mr. Capacchione will work on getting pricing to replace the current one and would like to keep it on the State bid list, but would like to find something more suitable in size. Discussion continued.

10. Executive Session – Recruiting Treatment Plant Personnel

Motion was made by Donald Aubrey to go into Executive Session at 5:26 p.m.

Second by Joseph Higgins. No discussion.

Included in Executive Session: Patrick McLaughlin; Joseph Higgins; Donald Aubrey; David Capacchione; Mary T. Calorio; and Jenn Hawkins.

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

Out of Executive Session at 5:36 p.m.

11. Correspondence – None.

12. Other – None.

13. Adjournment

Motion was made by Joseph Higgins to adjourn at 5:37 p.m.

Second by Donald Aubrey. No discussion.

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

Respectfully submitted,

J.S. Perreault

Recording Secretary