

TOWN OF KILLINGLY
WATER POLLUTION CONTROL AUTHORITY
Regular Meeting
Killingly Wastewater Treatment Facility Conference Room
31 Wauregan Road, Danielson CT
Wednesday, January 16, 2019 at 6:00 PM

MINUTES

1. **Roll Call** – Chair, Gerard CinqMars called the Meeting to order at 6:00 p.m. and did the roll call.

Members Present:

Gerard CinqMars
Patrick McLaughlin
Arlene Gauthier
Joseph Higgins
Andrew Danna

Staff Present:

David Capacchione, Director of Engineering and Facilities
Mark Cataldo, Suez, Project Manager
John Marcin, Suez
Joe Couture, Suez, Assistant Project Manager

Also Present:

Jen Hawkins, Finance Director
Ed Grandelski, Town Council Liaison

2. Citizen Participation (on items not subject to public hearing) – None.
3. Town Council Liaison Participation
Ed Grandelski reported:
- Mary Calorio appointed new Town Manager to begin March 11, 2019.
 - Town-wide tour for Council Members next Thursday.
 - Sexual Harassment training last week for DPW. Town Attorney is working on a Town-wide policy.
 - Proclamation for Recreation Department, Volunteer of the Year, Jeff Grocki.
 - Purchase of parking lot across from the Imperial Room; 140 Main Street (former Sherwin Williams) Town is taking the property back.
 - Grant money to finish the River Trail to the Plainfield town line - Town to purchase property. To use Town forces.
 - Discussion regarding NECCOG (animal control).
 - Discussion regarding the Community Center. Consensus was to pursue a new Community Center as it would probably cost about the same as renovating the old building.
 - Highway Department got training in Lock-Out, Tag-Out. OSHA will set up a program.
 - Appointed Special Counsel for Bonding and Revenue Collection.
 - Policies that needed to be acted on: Affirmative Action; Anti-Displacement Relocation Assistance; Civil Rights Acts; Fair Housing Plan; Section 3 - Feasible Economic Opportunities for Low and Moderate Income People; consideration on implementing the Armstrong Walker Excessive Force Certification.
4. Adoption of Minutes, Regular Meeting December 19, 2018

Motion was made by Arlene Gauthier to adopt the Minutes of the Regular Meeting of December 19, 2018. Second by Joseph Higgins.
Discussion:

Arlene Gauthier noted a correction on page 1, ninth bullet item, to read as follows: “Discussion regarding the Community Center – cost estimates for the existing building (problems: stairs; water infiltration; windows) vs. new building.”

Motion carried unanimously with the noted correction (5-0-0).

5. Finance Report

a. Monthly Finance Report

Jen Hawkins reported:

- Revenues (year-to-date) are still slightly better than budget.
- Not projecting any issues and will continue to monitor items that are getting closer to final appropriation for discussion/adjustments. Transfers back to the General Fund are held until the last quarter.
- Auditors will begin their work next week. She hopes to have audited fiscal 2017/2018 to present at next month’s meeting. She does not anticipate any issues.

There was discussion regarding septage receiving and possibly lowering the rate. Mr. Capacchione will find out what Putnam is charging. John Marcin offered to do a survey of the facilities in the area to see what they are charging.

6. Report of Project Manager

Mark Cataldo reported:

- In full compliance for the month of December.
- Problem with the centrifuge was discussed last month. Suez fixed the gear box. They had to send out liquid sludge for about ten days.
- Maintained MLS and is up and running. They will send the old gear box out to be re-built as a spare.
- The error noted by Patrick McLaughlin on the Nitrogen Removal Chart presented last month has been corrected, however, they are still trending downward on the nitrogen (130 was the average on December 8th).
- John Marcin stated that they have a weekly conference call with Dr. Peng and they are collecting information for the Engineers for start-up of the new Plant.

There was discussion regarding flow. Suez adds powder polymer three times per day to help coagulate the sludge to assist in getting it out.

7. Frito-Lay Representation – No representation.

8. Unfinished Business

a. Facilities Plan Update

David Capacchione reported:

- Submittals and shop drawing review going on at this point.
- Ordering equipment and materials and getting set-up for moving-in in February.
- To start in March.

b. Sewer Line Replacement, Prospect St Area

David Capacchione reported:

- Hopes to get final plans and specs soon.
- Mr. Capacchione asked if everyone is still in agreement regarding the length, distance and extending the stubs to the property lines as previously discussed to advertise for the bid. Legal Counsel will be contacted to draft a letter to the residents to make them aware of their responsibilities after the work is complete. Consensus to move forward.

9. New Business

a. Addition of Polymer System to the Secondary Clarifiers

David Capacchione reported:

- Looking into the addition of a Polymer System that would feed automatically (instead of adding by hand) and coordinating with Wright-Pierce as it is not part of the Facilities Upgrade. There will be a small cost associated and the Authority will need to authorize an appropriation next month. Suez will work up a proposal.

Mr. Marcin will send a copy to Andrew Dana.

Discussion: It will be permanent and will stay after the upgrade. Joe Couture explained that they are trying to be proactive by adding the polymers. They have to bulk-up the secondary clarifiers which are already at their limits and wintertime causes upsets which makes it hard to get the nitrifiers to come back. John Marcin explained there is also a flow component. Discussion continued. Joseph Higgins asked that three quotes be obtained for as much as possible. Mr. Capacchione guessed that it would be approximately \$10,000 (to come from Capital). Suez will provide a copy of the material to be quoted to Andrew Danna.

b. Murtha Cullina legal services

David Capacchione explained the WPCA has reached the end of the purchase order (for on-call services as needed) and that the dollar value needs to be adjusted to be able to continue to use legal services. There was discussion. Joseph Higgins asked that Jen Hawkins break-out the Professional Services line item (Legal, Suez and Other).

Motion was made by Joseph Higgins to allocate \$15,000.00 for legal services. Second by Patrick McLaughlin. Motion carried unanimously (5-0-0).

10. Correspondence - None.

11. Executive Session

a. Brooklyn Contract Renewal

Motion was made by Joseph Higgins to enter into Executive Session (Brooklyn Contract Renewal) at 6:33 p.m. Second by Arlene Gauthier. Motion carried unanimously (5-0-0).

Included in Executive Session: Gerard CinqMars; Patrick McLaughlin; Arlene Gauthier; Joseph Higgins; Andrew Danna; David Capacchione; Jen Hawkins.

Motion was made by Andrew Danna to come out of Executive Session at 6:56 p.m. Second by Arlene Gauthier. Motion carried unanimously (5-0-0).

12. Other

There was discussion regarding using Town forces for the replacement of the Bio-filter Media. WPCA will pay for the purchase and disposal of materials.

13. Adjournment

Motion was made by Arlene Gauthier to adjourn at 6:59 p.m. Second by Joseph Higgins. Motion carried unanimously (5-0-0).

Respectfully submitted,

J.S. Perreault
Recording Secretary