

**TOWN OF KILLINGLY
WATER POLLUTION CONTROL AUTHORITY**

**Regular Meeting
Wednesday, June 16, 2021 at 6:00 PM**

**Killingly Wastewater Treatment Facility Conference Room
31 Wauregan Road, Danielson, CT**

MINUTES

1. **Roll Call** – Chair, Patrick McLaughlin called the Meeting to order at 6:03 p.m. and stated that all Members were present except for Andrew Danna who was absent with notice.

Members Present:

Gerard CinqMars
Joseph Higgins
Patrick McLaughlin
Andrew Danna was absent with notice.

Staff Present:

David Capacchione, Director of Engineering and Facilities
Jenn Hawkins, Director of Finance
Mark Cataldo, Suez Project Manager
Joe Couture, Suez Assistant Project Manager

Also Present:

Ed Grandelski, Town Council Liaison
Heather Belanger, Frito-Lay

2. Citizen Participation (on items not subject to public hearing) – None.
There was discussion regarding the interpretation of the Executive Order pertaining to in-person vs. electronic vs. hybrid meetings.
3. Town Council Liaison Participation
Ed Grandelski reported on the recent actions/discussions of the Town Council:
 - American Rescue Plan Act
There was discussion regarding Sewer expenses being eligible. Ms. Hawkins explained that it will be treated like a budget process and that the WPCA can make a request. The Town Manager will give a presentation to the Town Council at its July 13th meeting.
 - Prospect Street Sewer Easement Public Hearing during the July 13th Town Council meeting.
 - Mascot issue is back due to State Legislation.

4. Adoption of Regular Meeting Minutes May 19, 2021

Motion was made by Joseph Higgins to accept the Minutes of the Regular Meeting of May 19, 2021. Second by Gerard CinqMars.

Discussion:

- Patrick McLaughlin requested that the reference to Joseph Higgins as “Acting Chair” be changed to “Vice Chair.”

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

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

- Collections through the end of May continue to be favorable.
- Will watch the remaining budget carefully.
- There are a couple of contractual services payments that are still outstanding.
- Have not made the Capital Project transfer yet.
- No surprises, so far, this year.
- They have billed for additional revenue due back to us. Frito-Lay paid theirs.

6. Report of Project Manager

Mark Cataldo reported:

- No violations.
- Still at COVID Level 2.
- Processed approximately 3.4 million gallons of wastewater on average of 104 million gallons.
- 119 Work Orders.
- Sent out RAS Pump #3 and RAS Pump #4 was returned and operational.
- He explained that there was an issue with the phosphorus analyzer multi-valve. It was replaced with a new one and they have a spare on site. They are looking at an upgrade to the unit.
- Nitrogen Removal down to 70 lbs. Operating very well, so far, this month.
- Phosphorus down to .41 for the month, average seasonal load. Changes made to the Facility are helping to achieve lower numbers.

Mr. CinqMars asked if the SCADA is up-to-date. Mr. Couture stated that it is.

Mr. Higgins asked if the jetting of the collection system had begun. Mr. Cataldo stated that it had and that they have done 7 or 8 days.

7. Frito-Lay Representation

Heather Belanger stated that there were no operational issues at the Facility to report at this time.

8. Unfinished Business

a. Facilities Project Update

David Capacchione reported:

- Winding down. Most of the work has been done – just working out the bugs (finishing site work, grading, final paving. They have to make some modifications to the ramp to the access road (there will be a little slope where the trailers will pull in). They have to tie-in to the existing grades of the Facility.
- They are having some issues with the gates on the conveyors for the centrifuge. Suez has been working diligently and are making progress.
- Rag removal system is in and operating.
- He offered to do tours for those interested.
- Have not issued the substantial completion yet, but it will be coming very shortly.
- They anticipate closing on the loan at the end of July.
- Old transformer was removed from the Facility yesterday.

b. 23 Lincoln Rd

David Capacchione reported:

- When backfilling, there was a rock on top of the pipe (2-inch PVC). Work cost was \$2,800. The contractor was in and out by noontime.
- It was on the street side between the two valves. They didn't have flooding issues. They could isolate it.
- A pump truck was on hand in case it was needed. So, they paid for four hours for nothing.
- Total cost was under \$4,000.
- They will have an idea of what to expect in that area in the future.

c. I&I Study

David Capacchione reported:

- Pulled the meters in June.
- Reducing the data. We didn't have a lot of heavy rainfalls/big spring floods.
- Still doing the investigation in the manholes and the lines. They found a couple where the course of the rivers/brooks have changed and the manholes are submerged almost constantly, so, he is sure that is a source of inflow. Raise the manholes. Don't want to relocate them.
- Some vent pipes are rotted off.
- They have seen quite a few manholes where the joints are weeping. At this point, he is not sure how to seal those.

9. New Business

a. 49 Cottage Street Sewer Fee Waiver Request

Letter from the Owner (dated June 9, 2021) was included in packets to Authority Members. There was discussion regarding that use fees for this property have been approved to be waived in the past because it is not connected and has no water.

Motion was made by Joseph Higgins to accept Rick Ouellette's request to waive the metered sewer use fees at 49 Cottage Street (per Letter dated June 9, 2021) for up to one year or until he reconnects to the sewer system. Second by Gerard CinqMars. No discussion.

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

10. Correspondence

David Capacchione explained that another waiver request had been received (on June 15, 2021) for 82 Putnam Pike. He asked if the Authority would like to add it to the Agenda. It was decided to put it on next month's agenda.

11. Other

- Joe Couture stated that four months ago, the pumps that were approved to go out and be rebuilt had been taken off of the original Upgrade Project. He stated that they sent out #3 and it needs a new impellor. He provided a quote (includes shipping) and explained that they are also going to build up the old one (there is a 10-week lead time) to have as a backup (right now, they do not have a backup). Suez cannot do this in-house. When the new one comes in the will remove it and install the new one. There was discussion.

Motion was made by Gerard CinqMars to adjust the original purchase order from New England Pump & Valve Company for the rebuild of RAS Pump #3 increasing it by \$6,670 to come out of Capital. Second by Joseph Higgins.

Discussion:

Mr. Couture explained that there are four pumps: they were able to salvage two of them and there is one more that has to go out. It is possible that the fourth one will also need work.

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

- There was discussion regarding no change to sewer user rates. The Revenue Collector requested that the Authority Members take a vote to adopt the sewer use charges (which are the same as last year) according to the WPCA's adopted budget.

Motion was made by Gerard CinqMars to approve the sewer user rates according to the WPCA's adopted budget. Second by Joseph Higgins.

Discussion:

Mr. McLaughlin commented that he does not remember doing this in the past. Mr. Capacchione explained that whenever the rates changed in the past, the Chair signed it.

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

12. Adjournment

Motion was made by Joseph Higgins to adjourn at 6:36 p.m. Second by Gerard CinqMars. No discussion. Motion carried unanimously by voice vote (3-0-0).

Respectfully submitted,

J.S. Perreault

Recording Secretary