

**TOWN OF KILLINGLY  
WATER POLLUTION CONTROL AUTHORITY**

**Regular In Person Meeting  
Wednesday, March 16, 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  
Andrew Danna

**Staff Present:**

David Capacchione, Director of Engineering and Facilities  
Jennifer Hawkins, Director of Finance  
Mark Cataldo, Suez Project Manager  
Joe Couture, Suez  
Michelle Murphy, Town Council Liaison  
Ed Grandelski, Town Council Alternate Liaison  
Heather Belanger, Frito-Lay  
Mark Phillips, Jacob's Engineering

2. Citizen Participation (on items not subject to public hearing)  
Ed Grandelski, Upper Maple Street, asked if the Town belongs to any Trade groups that advocate what not to throw down the sewers. He mentioned that Arlene Gauthier used to bring students to tour the Facility which educated them on that subject.  
David Capacchione explained that the Town is part of the Connecticut WPCA which does advocate for that issue. However, he has not heard anything recently.
3. Town Council Liaison Participation  
Michelle Murphy reported:
  - The Town Council held its goal setting meeting and there was agreement that roads, bridges and infrastructure is one of their main goals. They support the WPCA's I&I Study.
4. Adoption of the Special Meeting Minutes February 16, 2022

Motion was made by Joseph Higgins to accept the Minutes of the Regular Meeting of February 16, 2022, as proposed.

Second by Andrew Danna.

Discussion:

The following corrections were noted:

- Second and third bullet points under Item 6 – Report of Project Manager, change from “Infiltration” to “Influent.”
- Fifth bullet point, change from “Phosphorus” to “Ammonia.”

- Sixth bullet point, second sentence to read as follows, “200-300 gallons of raw sewage went into the Five-Mile River near the footbridge.”

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

## 5. Finance Report

### a. Monthly Finance Report

Jenn Hawkins reported:

- Regarding the FY 2020/2021 actuals, there was an audit adjustment/gap adjustment which slightly decreased the Fund Balance. She said that it is mostly due to timing. The Fund Balance is now audited (\$2.9 million).
- Everything still within expectations for Budget Actuals year-to-date.
- Mr. Higgins had requested (last month) how it is allocated between the General Fund and the WPCA – salaries. Ms. Hawkins explained the Schedule which was included in packets to Authority Members. There was discussion about the Fringes (30 percent of their total salary as a Fringe Rate) and the amount time spent by the Engineering Office.

### b. FY 22-23 Budget Discussions – adoption of Budget

Jenn Hawkins reported:

- There have been no changes since last discussed last month. Mr. McLaughlin noted that it is balanced with no rate increase.
- Ms. Hawkins stated that there are some unknowns going into 2022-2023 – the cost of things in general, but there is no way to factor that in. She explained that it can be dealt with through contingency. Mr. Capacchione voiced agreement.

Motion was made by Andrew Danna to accept the Budget, as presented, to be recommended to the Town Council.

Second by Joseph Higgins. No discussion.

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

## 6. Report of Project Manager

Mark Cataldo reported:

- In complete compliance for last month.
- There was an increase in flow - over 107 million gallons total / daily average approximately 3.8 million gallons (a lot of peaks due to rain storms and snow melting).
- The wood chips were replaced for the second bio bed on the north side of the Facility to keep the odors down.
- They are still waiting to hear about the return pump for the Tower which was sent out about a month ago.
- Ammonia was higher than it was in January due to the cold weather and high flows.
- Phosphorus was way down.

Mr. Cataldo explained about a 20-year old garage door and its motor and mechanisms (which are original to the Plant) need to be replaced. He explained that this is a safety issue. Two quotes had been included in packets to Authority Members (Door Systems of Worcester - \$16,739.28 and Overhead Door Company of Windham County - \$19,057.85). Mr. Cataldo explained that the cost to get the two quotes was \$600 and if a third quote is wanted, it would cost another \$350.

There was discussion. Mr. Capacchione stated that it has outlived its useful life. Ms. Hawkins explained that Door Systems of Worcester has done work at the Highway Garage within the last year and that this pricing is consistent. She also explained that, if pricing is consistent, it would not have to go out to bid. Mr. Cataldo stated that Door Systems has also replaced the door on the septic building last year. Discussion continued. Mr. Cataldo stated that Suez would take care of the wiring. Mr. Cataldo recommended Door Systems of Worcester as they did a good job with the other door. Mr.

Cataldo stated that he assumes that shipping is included in Door Systems' quote. No lead time was mentioned in the Door Systems quote.

Motion was made by Andrew Danna to approve the quote for a new overhead door from Worcester Door Systems, not to exceed \$16,739.28 (to come out of Capital).

Second by Joseph Higgins.

Discussion:

Mr. McLaughlin asked if the quote includes shipping. Mr. Cataldo stated that he would assume that it does.

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

#### 7. Frito-Lay Representation

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

There was discussion regarding the approval of the expansion. Mr. Capacchione explained that he has not seen a lot of flow projections, but it is going to be governed by the permit (which is up for renewal as well as ours). Ms. Belanger stated that new flow numbers will not be included in their new permit, but that flows will not exceed permit limits, even with the new expansion. She explained that the two lines that they are putting in (one baked and one fried) use hardly any water. She said that, with the expansion, they will also expand pre-treatment. Mr. Capacchione asked that she send him any new information that she hasn't sent previously. Ms. Belanger will speak with Sil Quenga about possibly attending next month's meeting to give a presentation. Ms. Belanger explained that they are going through the renewal of their permit with the DEEP. They don't plan on being in production until the end of 2025.

Mr. Capacchione suggested that it may make sense to do an extension of the existing contract until we all know more. Ms. Belanger agreed.

#### 8. Unfinished Business

##### a. Operating RFP

Mr. Capacchione explained that he and Town Manager, Mary Calorio will be speaking with Suez tomorrow about a one-year extension. Ms. Hawkins stated that a letter of intent had been sent.

#### 9. New Business

##### a. Prospect Avenue & Buck Street

Mr. Capacchione provided copies of an e-mail dated March 15, 2022, from Town Attorney, Richard Roberts which contains his opinion regarding holding a public hearing for the abandonment of the old sewer line. Also, included in packets to Authority Members were copies of a letter dated February 5, 2021, that had been sent to property owners letting them know that they were required (by Section 15-42c of the Killingly Code of Ordinances) to connect to the new sewer main in Prospect Avenue within 150 days (July 5, 2021).

All but two property owners have connected, one is in the process of getting connected and the other is 64 Prospect Avenue (a duplex) doesn't feel that they should be responsible for the expense. A second letter is to be sent repeating the need for them to connect to the new main because the next phase of the project will be completed by July 31, 2022, at which time the sanitary sewer line for 64 Prospect Avenue will be disconnected from the Town's Sanitary Sewer Collection System (copies were included in packets to Authority Members). Discussion ensued. Mr. McLaughlin suggested adding the date that the public hearing is to be held to the letter. The Authority Members reviewed and discussed a map of the area (included in packets to Authority Members).

Motion was made by Joseph Higgins to set the public hearing for the abandonment of the sewer line between Prospect Avenue and Buck Street for Wednesday, April 20, 2022, at 5:00 p.m., at the Water Pollution Control Facility, 31 Wauregan Road, Killingly, CT.

Second by Andrew Danna. No discussion.

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

b. Raised Bill 128

David Capacchione provided copies (for informational purposes) of the State of Connecticut General Assembly Raised Bill No. 128 and referred to the second paragraph from the bottom of Page 2 regarding wording that tax collectors cannot put a lien on a property for an unpaid sewer bill unless it is in excess of \$10,000. There was discussion.

10. Correspondence – None.

11. Other

David Capacchione reported that the NPDES – National Pollution Discharge Elimination System permit renewal application has been submitted to CT DEEP.

12. Adjournment

Motion was made by Joseph Higgins to adjourn at 5:56 p.m.

Second by Andrew Danna. No discussion.

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

Respectfully submitted,

J.S. Perreault

Recording Secretary