

TOWN OF KILLINGLY
WATER POLLUTION CONTROL AUTHORITY
Regular Meeting
Wednesday, June 17, 2020 at 6:00 PM

VIRTUAL MEETING – WEBEX

The Public was able to view the meeting on Facebook Live.
Go to <https://www.facebook.com/Killingly/TM/>

PUBLIC HEARING ON SEWER RATE INCREASE
ITEM #8d WILL START PROMPTLY AT 6:00 PM

The Public can comment on this item during the public hearing by calling 1-408-418-9388 and entering the access code 132 638 0074 prior to the hearing at which time they will remain on hold until it is their turn to comment.

**REGULAR MEETING TO START IMMEDIATELY FOLLOWING
THE PUBLIC HEARING**

MINUTES

1. **Roll Call** – Chair, Gerard CinqMars called the Public Hearing to order at 6:03 p.m.
Recording Secretary, J.S. Perreault did the roll call.

Members Present:

Gerard CinqMars
Patrick McLaughlin
Joseph Higgins
Arlene Gauthier and Andrew Danna were absent with notice

Staff Present:

David Capacchione, Director of Engineering and Facilities
Jen Hawkins, Finance Director
Mark Cataldo, Suez Project Manager
Joe Couture, Suez Assistant Project Manager
Shawn Meunier, Suez Area Manager

Also Present:

Ed Grandelski, Town Council Liaison

MINUTES on PUBLIC HEARING

Chair, Gerard CinqMars opened the Public Hearing regarding the sewer user rate increase and he read aloud the procedure (above) for public participation. Notice of Public Hearing had been published in the *Norwich Bulletin* Newspaper on June 5, 2020,

2. Citizen Participation (on items not subject to public hearing)

Mr. CinqMars asked if there were any callers that would like to comment. Jen Hawkins, Facilitator of the virtual meeting, stated that there were no callers.

There was no discussion by Authority Members or Staff.

Motion was made by Patrick McLaughlin to close the Public Hearing. Second by Joseph Higgins. No discussion.

Roll Call Vote: Patrick McLaughlin – yes; Joseph Higgins – yes; Gerard CinqMars – yes. Motion carried unanimously (3-0-0).

Ms. Hawkins announced that, since the Public Hearing was closed, she locked the meeting.

MINUTES on REGULAR MEETING

The Regular Meeting was called to order at 6:07 p.m.

The same attendees from the Public Hearing also attended the Regular Meeting.

3. Town Council Liaison Participation

Ed Grandelski reported on the recent actions and discussions of the Town Council.

Mr. Grandelski stated, for the record, that the Housing Authority had brought to his attention that their use charge was increasing from \$19,035 (2019/2020) to \$27,626 (2020/2021). They would like to know how that number was calculated. Mr. Capacchione explained that Carol Green from the Housing Authority had reached out to him and he stated that it was based on their water usage. He said that he is not sure what can be done about it, but he will revisit it.

4. Adoption of Regular Meeting Minutes May 20, 2020

Motion was made by Patrick McLaughlin to adopt the Minutes of the Regular Meeting of May 20, 2020. Second by Joseph Higgins. No discussion.

Roll Call Vote: Joseph Higgins – yes; Patrick McLaughlin – yes; Gerard CinqMars – yes. Motion carried unanimously (3-0-0).

5. Finance Report

a. Monthly Finance Report

Jen Hawkins reported and displayed the Finance Report for May:

- Revenues reflect the refunds made to Frito-Lay and the Town of Brooklyn. Actual Revenues to date.
- Expenses running favorable. One more month due to Suez for fees (Professional Services). Expecting savings in Contractual Support to offset.
- Trying to control expenses as much as possible.

Mr. McLaughlin asked, for clarification, if the 12.5 percent increase regarding the overage in management fees for Suez was based on flows and loads contractually. Mr. Capacchione confirmed that that is correct.

6. Report of Project Manager

Mark Cataldo reported for the month of May:

- No violations.
- Processed approximately 3.1 million gallons. About 97 million gallons for the month.
- BOD 11 mg per liter and 9 mg per liter going out.
- No odor complaints and no collection system odor complaints.
- Removed 95.6 percent of the BOD and 96.4 percent of the TSS.
- Completed 77 Work Orders.
- Two Alarms to be inspected.
- One possible blockage (which was not a blockage).
- Completed 26 Mark-outs.
- #3 and #4 aeration tanks and #1 grid tank still off-line due to the construction (as of the end of the month).
- He referred to graphs in the packet regarding BOD, Nitrogen, and Nitrogen removal of phosphorus. Average of 211 on Nitrogen Removal - it has gone up from last month (due to aeration tanks #3 and #4 being down).

7. Frito-Lay Representation – No representation.

8. Unfinished Business

a. Facilities Project Update

David Capacchione reported:

- Work is progressing.
- There was a flood in the tunnels on June 1st, however, it was all contained in the tunnel. Some equipment was damaged and they are still determining dollar amounts/serial numbers. All electronics need to be replaced and he is working with R.H. White. There is a six-week minimum lead time to replace.
- Some demo going on at the influent wet-well.
- Brick kiosk is gone.
- Walls are going up for the de-watering building.
- By-pass pumps are set up and are being tested.

Mr. Cataldo stated that they got the return-activated sludge pumps up a day-and-a-half after the incident. He explained the process used.

Mr. Cataldo informed the Authority that they were out of compliance for BOD for three tests for the week a TSS and a phosphorus. There are five violations for June (as of today). They notified the DEEP in a timely manner, as required.

Joe Couture explained that they brought in bugs to help re-establish the tank. He explained that they also brought in 10,000 gallons of seed sludge. They got it back to normal more quickly than anticipated.

Mr. CinqMars thanked Mr. Cataldo for taking him on a tour of the Plant. Mr. Cataldo offered to take other Authority Members on tours if they wish.

b. Sewer Line Replacement, Prospect St Area

David Capacchione reported that he has received the contracts back from PJF. When they job in New Haven is completed, they will come to Killingly.

Mr. Capacchione stated that he has not heard from any new property owners since last month, so they will run with the plan of extending the sewer laterals to the property line and marking them so they can connect in the not-too-distant future. They will monitor them and reach out to everyone again now that the State is relaxed on some of the restrictions due to the pandemic.

- c. Inflow / Infiltration Study & Capacity Analysis
David Capacchione reported that he is still working on the RFP.

- d. Rate Increase - Public Hearing

Motion was made by Patrick McLaughlin to adopt the sewer user rates as published in the newspaper and as posted with this meeting, as follows:

	Existing	Proposed
Single-family Residence	\$463.16	\$509.48
Multi-family Unit	\$400.60	\$440.66
Flow metered (per gallon)	\$0.007026	\$0.007728
Septage (per 1000 gallon)	\$124.18	\$124.18

Second by Joseph Higgins.

Roll Call Vote: Patrick McLaughlin – yes; Joseph Higgins – yes; Gerard CinqMars – yes. Motion carried unanimously (3-0-0).

9. New Business

Mr. Capacchione had e-mailed to Authority Members, earlier in the day, a quote from Campbell Foundries for the replacement of manhole frames and covers for sewer line maintenance. Mr. Capacchione explained that the Town has used the standard frame and cover from Campbell Foundries for a number of years.

There was discussion regarding whether they are on the State bid. It was decided to go with Campbell Foundries at this time because paving is taking place within the next couple of weeks. Mr. Capacchione will check going forward for future years.

Motion was made by Patrick McLaughlin to authorize an expenditure, to replace manhole frames and covers for sewer line maintenance, not to exceed the amount of \$4,371.00 to be taken from Capital Projects. Second by Joseph Higgins.

Roll Call Vote: Joseph Higgins – yes; Patrick McLaughlin – yes; Gerard CinqMars – yes. Motion carried unanimously (3-0-0).

10. Correspondence – None.

11. Other

There was discussion regarding when meetings will resume in person. Mr. Capacchione explained that the current plan for July is to have the Authority Members meet in the Town Meeting Room (rather than at the Plant) and that the public would still access via Facebook.

12. Adjournment

Motion was made by Patrick McLaughlin to adjourn at 6:38 p.m. Second by Joseph Higgins.

Roll Call Vote: Patrick McLaughlin – yes; Joseph Higgins – yes; Gerard CinqMars – yes. Motion carried unanimously (3-0-0).

Respectfully submitted,

J.S. Perreault
Recording Secretary