

**TOWN OF KILLINGLY
WATER POLLUTION CONTROL AUTHORITY
REGULAR MEETING**

**Killingly Wastewater Treatment Facility Conference Room
31 Wauregan Road, Danielson CT
Wednesday, March 21, 2018 6:00 PM**

MINUTES

1. **Roll Call** – Vice Chairman, Patrick McLaughlin called the Meeting to order at 6:03 p.m. and did the roll call.

Members Present:

Patrick McLaughlin

Joseph Higgins

Arlene Gauthier

Gerard CinqMars arrived at 6:20 p.m.

Jason Hoffman was absent.

Staff Present:

David Capacchione, Director of Engineering and Facilities

Mark Cataldo, Suez, Project Manager

Also Present:

Jason Anderson, Town Council Liaison Alternate

David Griffiths, Town Council Member

Jean Jacques Buisson, Hutchinson Precision Plastics arrived at 6:35 p.m.

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

David Griffiths asked why a blockage at the home of a 91 year-old woman took so long to fix. She went seven days without water and she had to hire someone to clean-up the sewage that backed up into the tub and sinks. David Capacchione explained that this incident was part of the Prospect Street situation and it was decided that this discussion would take place further down on the Agenda.

Mr. Griffiths asked how long the centrifuge would be down and if this would cause more odor. Mark Cataldo explained that they are hopeful that it would be operational by Monday (March 26th) and that there would probably be an increase in odor until it is fixed.

3. Town Council Liaison Participation

Jason Anderson reported on the last meeting of the Town Council:

- Appointed new members to Boards and Commissions: WPCA; IWWC; Public Safety Commission; Historic Commission.
- Transferred \$5.6 million to the Board of Education (\$5 million from ECS and \$622 K that was expected from the State, but did not come. There was \$800 K built into the Town's budget in the event the money was not received from the State).
- Discussions: Starting a Police Commission; POCD; New location/larger area for the Veterans' Coffee House.
- Approved the transfer of Town property (Westcott Road) now will have access to the back of the Library for maintenance. Transferred the land that the driveway is on.
- Approved the sale of property to Giant Pizza. The Town will no longer have to maintain that part of the parking lot and will now collect taxes on the property instead of leasing it to Giant Pizza.

- Kevin Gaudreau was appointed to the Board of Assessment Appeals.

David Griffiths added that residents can sign up to clean-up roads as part of the Keep Killingly Clean program. Each participant who signs up at either the Town Hall or the Library will be provided with six bags. Last year 352 bags of trash were collected and they are hoping to surpass that this year. There was discussion regarding whether the schools can participate. Arlene Gauthier will look into it and let Mr. Griffiths know.

4. Adoption of Minutes, Regular Meeting February 21, 2018

Motion was made by Arlene Gauthier to adopt the Minutes of the Regular Meeting of February 21, 2018. Second by Joseph Higgins.

Discussion:

Page 4 – Arlene Gauthier asked if Mr. Heap had contacted Mr. Capacchione to let him know if his funding had been approved. Mr. Capacchione stated that Mr. Heap had received the funding.

Page 5, bullet at the top of the page, should read as follows:

- Mr. Capacchione stated that his opinion is that, if they would demo the building and turn it into a parking area for the ball field or people using the River trail, it would be a win-win situation for the Town.

Motion carried unanimously with the noted correction to page 5 (3-0-0). Mr. CinqMars was not present for this motion.

5. Finance Report

a. Monthly Finance Report

David Capacchione stated that nothing is out-of-the-ordinary with the exception of septage which is reduced from previous years. It may pick up as the weather gets warmer. It needs to be monitored.

b. Budget Discussions

It was mentioned that the Finance Director could possibly attend some meetings.

David Capacchione provided copies of a modified Capital Expenditure Request sheet. He explained that the Capital Projects section had been broken down into separate projects and that the total did not change.

The Sewer Fund proposed budget for 2018/2019 is projected as a 15-percent rate increase. A \$125,000 appropriation from the Sewer Fund Balance is still needed. Mr. Capacchione explained that they were trying to keep the rate increase at 10 percent each year, but the rate increase of 15 percent would help make up some of the difference due to the loss of revenue from septage receiving and to generate revenue to pay off the debt service for the new project.

Gerard CinqMars arrived at 6:20 p.m.

There was discussion regarding Debt Service and Mr. Capacchione explained that at the end of April 2018, they need to close on the preliminary loan for the Rogers Pump Station and pay 1/20th of the loan off, then monthly payments begin.

There was discussion regarding whether to use the fund balance to keep the rate increase at 10 percent. Mr. Capacchione recommended that the fund balance be used to offset user rates further down the line when the total cost of the project is known. He mentioned that he has a spreadsheet with other factors built into it, but did not have it with him. Mr. CinqMars asked the Authority Members to keep in mind that, although there is a healthy fund balance, the Plant is very old and things keep breaking down and one reason for the fund balance is to be able to handle problems as they arise until they get the money to rebuild the Plant. Mr. Capacchione also brought up the condition of the sewer lines as another factor to consider. Mr. Griffiths recommended that the WPCA also take into consideration that the Town is looking at a one mill increase. Discussion continued.

Jean Jacques Buisson, Hutchinson Precision Plastics, arrived at 6:35 p.m.

Gerade CinqMars stated that he would be in favor of a 12-13 percent rate increase. Patrick McLaughlin, Arlene Gauthier and Joseph Higgins were all in favor of a 10 percent rate increase.

Motion was made by Patrick McLaughlin to decrease the sewer user rate increase for the 2018-2019 fiscal year budget to ten percent and to take the additional amount needed from the fund balance. Second by Arlene Gauthier. Motion carried unanimously (4-0-0).

Mr. Capacchione noted that there was a sheet included in the packets to Authority Members regarding the Capital Non-Recurring Fund which shows a breakdown of money amortized that was earmarked to be used for the Project.

6. Report of Project Manager

Mark Cataldo reported:

- In total compliance for the month of February.
- He explained that, on page 7 of the Report for February, the dates did not print for the BOD and TSS – Influent vx. Effluent. He stated that the dates would be the same as in the chart at the top of the page for the Plant Flow and Influent Loadings. He noted that the BOD and TSS were a little high, but still normal.
- There was a problem with the centrifuge. Dave Capacchione provided quotes for parts that were needed from Liberty Process Equipment, Inc. and Delta Electro Power Inc. Mr. Cataldo explained that these companies had provided the low bid in the past and that it is difficult to find the needed parts and to find them quickly. Total cost for parts and repairs/installation, including delivery, expected not to exceed \$26,500.00. They are sending out six trucks per day with sludge. Mr. Cataldo stressed that this piece of equipment (which is 12 years old and runs 22-24 hours per day) may not last two years. Suez will be doing the work to install the parts, but Delta will aid with the installation of the motor because the thermostat needs to be hooked up to the VFD. Joseph Higgins stated that he would like to see more than one quote. There was discussion regarding options.

Motion was made by Patrick McLaughlin to authorize \$26,500.00 to repair the centrifuge (to come out of contractual services). Second by Arlene Gauthier.

Discussion:

Mr. Cataldo explained that the 75-horsepower motor failed and that and that all of the spare parts were used to get the other pump going and, after the new motor is in, they will have a spare pump.

Motion carried unanimously (4-0-0).

a. Cleaning of Collection System

- The plan is to start cleaning the lines again in April.

7. Frito-Lay Representation – No representation.

8. Unfinished Business

a. Facilities Plan Update

Dave Capacchione reported:

- Still waiting for approval from the State to advertise for bidding.
- Meeting on April 3rd with Eversource regarding electrical work that needs to be done for the Facility. There will be some changes.

b. Rogers Pump Station Update

Dave Capacchione reported:

- Completing punch list items.
- Plan on closing on the Project at the end of April (PLO State of CT).

- Make the 1/20 payment and begin monthly payments starting in May.
 - Functioning fine.
 - Offered to take Members on a tour of the Facility.
- c. Laurel Point Pump Station
Dave Capacchione reported:
- No word from NTE
 - Proposal for investigation/analysis from Wright-Pierce was submitted.
- d. Sewer Line Replacement, Prospect St Area
Dave Capacchione reported:
- Completed cleaning and camera-ing of the sewer lines in that area.
 - Working on getting out the RFP so it can go out to design.
 - To do it phases (Prospect Avenue, Buck Street and Henry Street area first as it is the most troublesome).

Regarding Mr. Griffith's question: 74 Prospect Avenue (Gertrude Blain). Mr. Capacchione explained that other houses in the area were not having any problems, so it was thought that there was a blockage in the connection from the house to the common line. Ms. Blain hired a plumber who was unable to snake through it.

Tom Buffington was there working on connections, on a later date, and a blockage was discovered and manholes were full. Suez (Joe Couture) went out and cleaned/jetted and opened up the main line (4-inch clay line), but Ms. Blain's house still would not drain. Mr. Capacchione stated that it may have been roots or something got snagged and he feels that it was coincidental that they occurred together. Mr. Buffington dug up Ms. Blain's connection to the common line which was blocked and he cleaned it out and replaced some broken pipes and since then it has been working. There was some backup in Ms. Blain's basement. It is clear that the lateral that was blocked was Ms. Blain's connection. Mr. Capacchione asked the Authority Members if they would consider absorbing some of the cost. Mr. Capacchione has the bills from Tom Buffington (\$4,200 on February 20th) and from the two other plumbers that Ms. Blain hired (LaPorte – \$480 on February 13th and C.R. Trudeau – \$432 on January 30th). There was discussion.

The Authority Members were in agreement to recommend that Ms. Blain look into claiming the expense with her homeowner's insurance company to see if they will cover it.

Discussion continued. Mr. Capacchione explained that when work is done on this street, the goal would be to provide laterals and stubs to the property line as done on other projects, then it would be the homeowner's responsibility to connect to that point.

- e. Hutchinson Precision Plastics
Dave Capacchione reported and he introduced Mr. Buisson, Plant Manager for Hutchinson Precision Plastics, currently involved in a large upgrade and expansion to their facility. They are proposing to do demolition work at the Borough Treatment Plant in exchange for the property which includes the well. Mr. Capacchione recommended that the Authority make a recommendation for the Town Manager to advantage for the Town. Upgrades would include:
- Phasing out the settling tanks used in the old Borough Treatment Plant so money coming to the Town for the use of that facility would be drying up. They need access to the water.
 - It is all very preliminary, but they would be doing environmental work.
- Mr. Buisson explained that they are investing \$2 million into the upgrade of the facility, they have just hired ten engineers and will be needing to hire people to operate the facility. They are a rubber company working with the demanding automotive market. He invited Authority Members to visit the facility. They are replacing old machinery with new. Mr. Buisson stated that he will be working with the Town to hire people (they are now working three shifts). Within the next five years, they will need to replace 50 people due to retirements (there are now 75 employees at the facility). Mr. Cataldo suggested that they contact Ellis Tech as they have a Career Fair coming up.

f. Frito – Lay Flow Testing

Dave Capacchione stated that there is nothing to report.

g. Bio-Filter Media Replacement

Dave Capacchione reported:

- Signed agreement with Navan's Excavating.
- Parts are being ordered (lines to replace the irrigation).
- Work will start when the parts come in.

There was discussion. The material (ground up wood obtained from Willimantic Waste) in each bed is replaced every two years before it starts to fail. There was discussion regarding synthetic material and odor.

9. New Business – None.

10. Correspondence

Included in packets to Authority Members:

- An Act Concerning Water Pollution Control Authorities
- Map – Killingly Off-Road Sewer Systems Mowing Spring 2018

11. Executive Session

a. Brooklyn Contract Renewal

Motion was made by Patrick McLaughlin to enter into Executive Session at 7:28 p.m. Second by Joseph Higgins. Motion carried unanimously (4-0-0).

There was discussion regarding a wash bay at the Highway Garage and whether a salt separator would be needed due to salt being washed off of the trucks and buses. It was explained that it would go through an oil/water separator, but that would not separate salt. The salt would be so diluted that it would not be a problem.

Included in Executive Session: Gerard CinqMars, Patrick McLaughlin, Arlene Gauthier, Joseph Higgins, David Capacchione.

Motion was made by Joseph Higgins to come out of Executive Session at 7:39 p.m. Second by Patrick McLaughlin. Motion carried unanimously (4-0-0).

12. Other – None.

13. Adjournment:

Motion was made by Arlene Gauthier to adjourn at 7:41 p.m. Second by Joseph Higgins. Motion carried unanimously (4-0-0).

Respectfully submitted,

J.S. Perreault
Recording Secretary