

**East Haddam Water Pollution Control Authority  
Municipal Office Complex**

**Regular Meeting Minutes  
January 13, 2020**

**1. Call to Order**

Chairman Andrew Lord called the meeting to order at 7:04pm.

**2. Attendance**

**Members Present:** Chairman Andrew Lord, Richard Fiala, Robert Casner, Edward Blaschik, Richard Pettinelli

**Members Absent:** John Russell, Arthur Merrow

**Other Present:** James Ventres, Zach Dutton

**3. Approval of Minutes**

Change to last sentence on the first page, change take to tank.

*Motion by Mr. Blaschik to accept the minutes from the September 16, 2019 meeting as amended. Second by Mr. Fiala and unanimously approved. Mr. Casner abstained.*

**4. Discussion**

- a. Inspection Report** - Mr. Dutton noted that the SBR 1 cleaning and hauling was completed. The back-up tank is being cleaned up to be fully operational as a fail-safe if needed. There will be a test to make sure that it is fully operational if needed. The swap will not happen in the winter, but will happen in the summer. The focus will be to swap over at least 1 time a year, in a planned test, to ensure that if there is any issue in the main tank, the back-up tank is ready. The back-up tank had been used routinely in the past but has not been used regularly in recent years. Mr. Blaschik asked for clarification on the \$2500 charge, which was due to the confined space and the need for the operator have a respirator and suit for protection.

The DEEP conducted a Capacity Management Operations and Maintenance (CMOM) inspection, and the inspectors did find some things that need to be addressed.

Mr. Dutton explained what a CMOM inspection entails. It is a program to boost up a collection program all over the country. Mr. Dutton was not surprised to get a few items, and noted that none of them are major. Mr. Ventres asked Mr. Dutton for thoughts on the item related to the lack of a formal SOP for handling complaints, as the report is not clear as to whom the complaints would come from. Mr. Dutton will provide the response and send a copy to Mr. Ventres and the commission.

Mr. Dutton noted overall there are no issues of concern and everything is going well.

- b. Bills** – Expenses on the report were discussed and clarified.

The bill from Curtin Construction LLC was to excavate an area at 9 Norwich Road to allow enough room for equipment to get into the space to fix the crack.

Discussion ensued around the fact that for the first 6 months of the fiscal year, the WPCA is \$13,000 in the red. The discussion centered around the grinder pump replacements as three grinder pumps have been replaced recently. Old ones are not rebuilt, some of them are original and not worth rebuilding. Mr. Dutton noted that the grinder pumps are repaired when possible. There was quite a bit of discussion related to the grinder pumps that Mr. Dutton noted are being addressed. Mr. Pettinelli asked that the age of the grinder pumps be reviewed to ensure that pumps are repaired and not replaced unless absolutely necessary. There are 2 issues that need to be tracked: 1) which location is having regular issues and 2) the age of a pump being replaced to understand if newer pumps are repaired or replaced.

Related to the January bill from AAA Electric at 2 Norwich Road, the description noted a septic tank in the description and Mr. Ventres clarified that it was not related to a septic but a grinder pump chamber.

Mr. Blaschik asked for clarification about the invoice for 66 Main as there is no invoice related to that. Mr. Dutton will check on that and provide clarification.

Mr. Blaschik asked why the cycle to pay the electric bill, which is sent to the town, is so long.

- c. **Annual Report** – Mr. Casner thought the opening statements about the town and its relationship with the company were very thoughtful.
- d. **Financial Overview** – The members noted they are looking for a report from the Town that shows the income and expenses that includes the capital expenditures to ensure that the balance in the capital improvement fund is growing and expenses are being paid out of the correct account. \$25,000 has been received for capital improvements (plant/infrastructure maintenance), none of which should have been spent due to the pump system failures.

## 5. Adjournment

Motion by Mr. Casner to adjourn the meeting at 7:43pm. Second by Mr. Pettinelli and unanimously approved.

Respectfully submitted,  
Shannon A. Goyette  
Recording Secretary