Minutes of the Regular Monthly Meeting of the
Suffield Water Pollution Control Authority
Suffield Water Pollution Treatment Facility
844 East St. South, Suffield, CT 06078
October 13, 2015

MEMBERS PRESENT: Chairman Bruce Remington, Ann Huntington Mickelson, Michael Kelley, Roger Ives, Janet Davis
ALSO PRESENT: Chief Operator Shane McCannon, Business Administrator Julie Nigro, Assistant Business Administrator Kira Kilosky
CALL TO ORDER: Chairman Bruce Remington called the Regular Monthly Meeting for October 13, 2015 to order at 7:30 p.m., and requested that Julie Nigro read the Roll Call. Ms. Nigro noted the presence of Chairman Bruce Remington, Commissioners Ann Huntington Mickelson, Michael Kelley, and Janet Davis. Roger Ives arrived at 7:45 p.m. Ms. Nigro noted the absence of Wallace Rodger and Kris Barthelmess. Also present, Chief Operator Shane McCannon, Assistant Business Administrator Kira Kilosky, and herself, Business Administrator Julie Nigro.
APPROVAL OF MINUTES: Ann Huntington Mickelson made a motion to approve the Regular Meeting Minutes of August 11, 2015 as amended, as Janet Davis was not officially sworn in as a Commission member, she should have been listed as a citizen. Michael Kelley seconded the motion; it passed unanimously. Ann Huntington Mickelson made a motion to approve the Public Meeting Minutes of September 8, 2015. Michael Kelley seconded the motion; it passed unanimously. Ann Huntington Mickelson made a motion to approve the Regular Meeting Minutes of September 8, 2015. Michael Kelley seconded the motion; it passed unanimously.
CITIZEN INPUT: None
CHANGES TO THE AGENDA: None
TREASURER'S REPORT: In the absence of Wallace Rodger, Ann Huntington Mickelson moved to disperse from the Administration Fund for Accounts Payable $176,471.96. Janet Davis seconded the motion. Ms. Huntington Mickelson went over the expenses over $1,000. It passed unanimously. Ann Huntington Mickelson moved to disperse from the RCM fund $16,966.97. Michael Kelley seconded the motion. Ms. Huntington Mickelson went over the expenses over $1,000. It passed unanimously. Ann Huntington Mickelson moved to disperse from the Administration Fund $80,855.91, for September payroll; there were three pay periods instead of two. Michael Kelley seconded the motion; it passed unanimously.
COMMITTEE REPORTS: ***Personnel Committee***: Ann Huntington Mickelson stated there was nothing to report.
Planning Committee: Shane McCannon stated that the Draft Facilities Plan was submitted to DEEP on October 13, 2015 for their comments and feedback. The next step is for Shane McCannon and Paul Dombrowski of Woodard and Curran to talk to Carlos, who is our DEEP coordinator for a project of this magnitude. The scope will be further defined to see which parts will be accepted and funded. After that Mr. McCannon will schedule a Planning Committee meeting to fine-tune the scope and then give it to the Commission for review before approval. Shane McCannon stated the he and Julie Nigro have a concern regarding the rate study and the need for it to be done in time for the budget. Since it will take a couple months for the rate study, Julie and Shane have begun getting the preliminary information together.
CHIEF OPERATOR'S REPORT: Chief Operator Shane McCannon reported as follows:
Plant flow for September averaged 0.96 mgd. Of that flow, 0.283 mgd was from the Prison and 91,000 gpd was from HOOD.
BOD & TSS removal were both 99%.
Nitrogen – The plant averaged 8.76 lbs. /month for September and the limit is 45 lbs. /month. The total nitrogen concentration (TN) was 1.0 mg/L, which was the lowest concentration we have seen in several months.

MISC.: Shane McCannon stated that he received the Operator of the Year Award for Connecticut. Someone had nominated him for the Operator Award and he won and will be accepting the award later this year. Janet Davis suggested we have an article put in the Observer. Bruce Remington would like Kira Kilosky to contact the Observer to get a write up and possibly an interview with Shane regarding his award. Ann Huntington Mickelson suggested we wait until after the elections and submit it for the December issue. It was agreed upon. Shane McCannon mentioned an inquiry that arose from a homeowner at Kent Farms regarding their septic tank and who would be responsible for replacing the septic tank if needed. The homeowner feels it is the responsibility of the WPCA to replace a septic tank. The agreement from the late 1980s with Kent Farms says after one year, the WPCA is in charge of the operation and maintenance of the Kent Farms community disposal system. Mr. McCannon feels that replacing a septic tank on private property would be the responsibility of the homeowner. The agreement was given to our attorney for his interpretation. We were looking to have a legal opinion to bring to the Commission for a formal policy stating we will repair the pipes in the road, we will repair the pump station, we will continue to pump the tanks as per the agreement; but, as far as replacing a septic tank, that would be the homeowner's responsibility. Julie Nigro stated that their fee is based on operations; if we were responsible for replacing tanks we would have to raise their rate significantly in order to compensate that possible cost. Shane McCannon explained that there are forty-four separate systems. Ann Huntington Mickelson asked if we paid for the tanks and had them installed. Shane McCannon explained that we did not pay for any of that; we assumed responsibility after one year when the developer released it.
Shane McCannon stated that the prison contacted the WPCA and stated they are going to begin conserving water. This means the prison will be decreasing their flow by 1/3 or 31,000,000 gallons a year. This means the WPCA will be receiving $200,000 less in revenue a year.

PLEASE SEE ATTACHED CHIEF OPERATOR'S REPORT

BUSINESS ADMINISTRATOR'S REPORT: Julie Nigro went over the August financials. The variance report shows through August we are 81% unexpended versus 83% last year at this time; a lot of large bills were paid in the beginning of the year in July (over $271,000 worth). Julie Nigro stated that she billed HOOD their first quarter sewer bill in the amount of $130,894.13; the prison was also billed for their first quarter sewer bill, in the amount of $141,933.52. Regarding the delinquent accounts, Kira Kilosky stated that we received a little over $4,500, or a little over 12%. Bruce Remington suggested Kira Kilosky send follow-up letters certified mail.

CORRESPONDENCE: None

OLD BUSINESS: a. Low Pressure Sewer System/Sewer Connection Policy – Hickory Street Planning Application – Charlie Rinaldi – Status Update – Shane McCannon stated that there is nothing new to report, since nothing has been received. If nothing is received by next month a decision by the Commission will be made to deny his application.
b. Stony Brook Interceptor – Review of Progress on the Project – Shane McCannon stated that the temporary fix of the Stony Brook Interceptor was approved by the Conservation Commission. This includes work to shore up Stony Brook so our piping structure will last. Our next step is to make a bid to select a contractor to do that work. Mr. McCannon explained that he expects the work to cost between $40,000 and $60,000. Mr. McCannon stated that he will present the findings of the bid for approval from the Commission before any work is begun.
c. Sewer Service Laterals – WPCA vs. Private Property Owner Responsibility – Policy Update – Shane McCannon stated he would like to table this topic until next meeting.
d. Release Remainder of Redstone Performance Bond – David Tagliavini – Shane McCannon stated that evidence was provided that it was properly constructed. Steve Marquis, our inspector, did an inspection and found a few deficiencies noted in the drawings. These deficiencies were corrected in order to get the bond released. Ann Huntington Mickelson made

a motion to release the remainder of the Redstone Performance Bond to David Tagliavini. Michael Kelley seconded the motion; it passed unanimously.

NEW BUSINESS: a. Application Requests – New – Shane McCannon stated there were no new application requests this past month.

b. WPCA Credit Card – Shane McCannon explained that it would be easier to make some purchases with a credit card; such as, online purchases, conferences, hotels for conferences, etc. Mr. McCannon stated that not everyone accepts purchase orders as well. Also, with the monthly statements it would make it easy to track all purchases made. The WPCA credit card would remain locked up in the business office. Janet Davis suggested finding a credit card with no annual fee, and possibly one that you can earn cash back. Ann Huntington Mickelson made a motion to approve acquiring a WPCA credit card with the provision that it follows the guidelines of the purchase order policy.

c. Septage Disposal Rate – Shane McCannon discussed how our septage disposal rate is about in the middle of where all the rates are in reference to septage disposal rates in Connecticut.

d. Building Connection and Inspection Permit Change – Shane McCannon stated that he is looking to update our building connection permit and inspection permit. Our inspection permit is for Steve Marquis, our inspector to take, and make sure the building or residence is properly connected. He then draws a diagram of exactly how and where it is connected, he will take some pictures; then the WPCA will sign off on it and collect a $100 fee for that inspection. The other part of that is the connect permit, where the homeowner is supposed to have this permit that they present to Steve Marquis that says they have approval from the WPCA for the connection. After the inspection, the WPCA collects the connection permit and the inspection permit for that property file. That is how it is supposed to work. However, people are not following the rules. Sometimes they are not giving enough notice for the inspection or connection. They are to give at least a 5 day notice. There have been several issues in the time that Mr. McCannon has been working here regarding connection permits and inspections. The new format of the connection permit has each step listed clearly, so our money and records are secure before everything is signed off on. There is a lot of information and things to collect before anything can be properly connected. Janet Davis suggested that once it is official, there should be a sign off block for the Chairman of the Commission to sign so anyone looking at the document knows it has been approved by the WPCA. Ms. Davis also suggested there be something on the bottom of each page of the document, also a revision note, such as the date. Also, Janet Davis suggested we have out attorney review the document once it's complete and before it becomes official. Bruce Remington agreed with Janet Davis and felt it should be reviewed by our attorney. Shane McCannon stated that corrections will be made then it will be sent to the attorney for his review.

ADJOURNMENT: Ann Huntington Mickelson made a motion to adjourn the Regular Meeting of October 13, 2015 at 9:05 p.m. Michael Kelley seconded the motion; it passed unanimously.

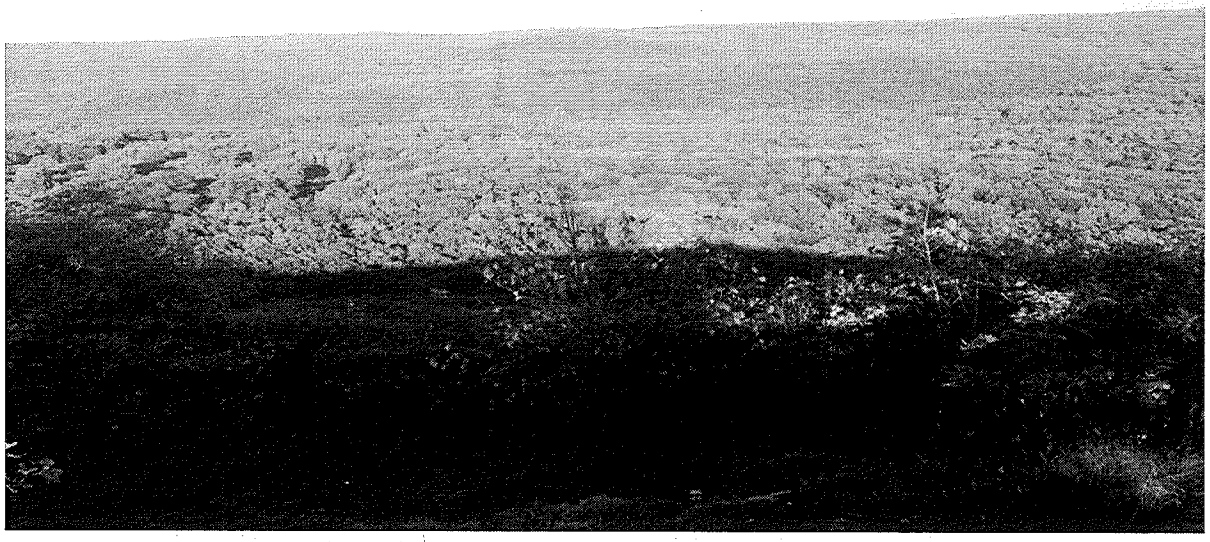
Respectfully submitted,

Kira Kilosky

Kira Kilosky, Assistant Business Administrator

TOWN OF SUFFIELD
WATER POLLUTION CONTROL AUTHORITY

Monthly Report For September, 2015



844 East Street South
Suffield, Connecticut

Items presented for discussion in this report include but are not limited to Safety, Staffing, Training, Operation and Maintenance (O&M) of the Wastewater Treatment Plant, Collection System and Pump Station (O&M), Stony Brook Interceptor Update, Purchasing Update, Septage Processing/Receiving, Laboratory Operations, Plant Flows, NPDES Permit Issues, Budget Issues, and Capital Projects.

Environmental Health and Safety

There were no safety incidents or near misses to report in September, 2015.

Shane McCannon attended a two day course for Water and Wastewater Emergency Management at the Connecticut Valley Hospital in Middletown, CT.

Jamie Kreller completed monthly safety inspections. This fall Jamie and other staff will continue to review some of our safety programs that need to be reviewed and updated. It is a great opportunity for staff to participate and learn the program requirements. We will begin with Confined Space. All of the programs require an annual review and training for staff. Initially the program training was difficult due to the lack of digital course materials but as we make the programs electronic, we now have the ability to show the material on the large format screen in the business office.

The unofficial training season begins in September, because there are more courses offered in the fall, winter, and spring. The summer is generally avoided because there is lower participation. The following training is scheduled so far:

- Shane McCannon (Chief Operator) will attend a course titled "Accident Investigation for Supervisors" at the East Windsor town hall.
- Jared Murphy (Operator 2) and Dave Moriarty (Operator 1) will attend a course titled "Electrical System Safety and Awareness" at the Rocky Hill town hall.

We may also be working with a professional safety trainer to bring our training and programs up to speed in any areas that are lacking. We will decide which route to take after we finish with our assessment of the programs. Staff has been asking for more comprehensive training on controls and other electrical systems. We are hoping to put together a course with Woodard Curran that will cover the topics in depth. We are going to advertise the class to other plants in our area because there is strong interest in that topic, and it will help us to keep the cost down.

Electrical Contractors Inc. (ECI) finished the installation of the new air monitoring system in the headwork's building. The new Honeywell system replaced the outdated MSA system that was installed in the late 1980's. We also installed new audio and visual alarms and made sure the

new system also communicates with SCADA, our master control system. If there is ever an unsafe condition, the sensors will also cause the ventilation fan to run and provide fresh air into the building.

ECI also repaired the Fire alarm system. We found the wires that communicated alarms to the police and fire departments were not connected and two audio/visual indicators were not working. We are just waiting on NIC systems (our control systems integrators) to finish adding the fire alarms to our after-hours alarm notification system, WIN911. We will have that system call the police department as well as plant staff.

Safety Meeting Old Business Issues

Staff held a safety meeting on September 22, 2015. The following issues were discussed:

1) Plant security and access – Staff decided to improve access to the plant. The first gate to the plant from route 159 was old and rusty and it also keeps the police from monitoring the plant grounds after hours. We removed the gate to improve access and aesthetics, and we will wait to see if that gate is even needed. The police were given keys for the plant gate and pump station pad locks. The plant was broken into in August, and one of the problems was that the police can't get access the plant without walking down the access road. The burglar has plenty of uninterrupted time to steal or vandalize whatever he/she wanted to.
2) Plant identification improvements – Most visitors that have never been here drive right past our access road because the sign is small and set back. We moved the sign location closer to the main road, installed new and better looking sign posts, and put some hooks to hold flowers on the posts. The highway department made us two new signs with the town seal on it and one sign that advertise the plant hours of operation, and a "no trespassing sign" for after hours. They did this at no cost to the WPCA and we appreciate that. We also installed solar powered LED spot lights for night time visibility. We are still looking at making new, larger signs if it is justified.

Technical Training and Certification

Jamie Kreller continued his Management training course in September. There are 2 more classes left before Jamie graduates. One class was rescheduled due to a conflict with another popular training event.

Jamie and Shane will attend a Biological Process Control Seminar on October 20 and 21, 2015. The course is being hosted by the New Hampshire Department of Environmental Services at the New Hampshire Audubon Center in Concord, New Hampshire.

Paul Dombrowski, P.E., B.C.E.E. (Woodard Curran), is teaching a class titled "Optimizing Activated Sludge Systems through Solids Flux Analysis" at the Springfield, MA regional wastewater treatment facility on October 27, 2015. We will send at least one staff member to this course. This hands-on class will demonstrate an application of the theory behind State-Point Analysis using Solid Flux testing. Paul will explain how to apply this theory to the operation of any treatment plant.

Julie Nigro (Business Administrator) and Shane will attend the fall workshop for the Connecticut Association of Water Pollution Control Authorities on November 6, 2015.

Shane McCannon will attend the "Managers Forum" on November 17, 2015 at the Metropolitan District Commission training facility (MDC) in Hartford, CT.

Visitors

The facility had approximately 13 business related visitors in August, 2015. They were all vendors providing various goods and services for the capital upgrade/replacement projects we have in progress or in the planning stage.

Facility Tours

There was one facility tour in September. Janet Davis (our newest commission member), and her husband were given a tour of the facility by Shane and Paul. It was a good opportunity to show the complexity of the process and some of the challenges we face.

We are always looking for ways to better serve our customers, improve the facility appearance, and educate the public about what the WPCA does for the community. We are looking for new and creative ways to reach out to the community. Every small effort can make a difference, and in early October, plant staff started a new fish tank in the Administration building hallway. The fish tank has native fish (bass) swimming in 100% treated plant effluent from our facility! While this idea is not new and almost standard practice at plants across the country, it is a small improvement that shows visitors how clean the water discharged from this facility is.

Communications

Communicating effectively to the public is an important part of our mission. EPA actually has several guides for effective communication and what subjects should be communicated to our sewer users. In the past six months, we have done a good job with public outreach; two examples are below:

1) We added two flyers to the annual sewer use bill. The flyers focused on what we should and should not flush, and the types of problems non-flushable cause. They also focused on water conservation, and preventing rainwater and groundwater from entering our sewer system.
2) On Saturday, October 3, we published a bulletin in the Suffield Observer which was a summary of the material covered in the Flyers.

Capital Projects

The following plant and collection system projects are in progress or in the planning stages:

In Progress –

1) New Dump Truck – Gabrielli Truck sales contacted us in September to give us an update on the truck we ordered. The truck is now due in February. That is not good news, but our delay in getting the order placed due to contract language issues was the cause. We ended up at the end of a long line of municipal orders.
2) We installed a new scum level probe so that we can have a better system for pumping the secondary clarifier scum. This has been a manual process up until now. Our goal is to have an automated system that pumps the scum collected and we will simply be notified if the system fails.
3) We installed Ethernet communications to all Ethernet drives that operate the aeration mixers. Now we can see how much power we are using all the time, and the current draw can help us diagnose problems with the system.
4) The new headwork's gas detector systems were installed.
5) Stony Brook erosion control measure have been approved, we are working with Woodard Curran to write a bid for the work. Hopefully we can have it completed before the next wet season.
6) We prepared Belt Filter Press #1 for a new Drive motor. This involved running new wires to the unit.
7) The Plant generator transfer switch is old and failing. This switch transfers from utility power to generator power when there is no utility power available.
8) Solenoid valves were installed on Return Activated Sludge (RAS) Pumps 1, 2, and 3. The RAS pumps are shut off for 3 – 5 hours on weekdays, and during that time the potable seal water continues to run which was a huge waste of water, and very costly as well. With the new valves, there will be no more water waste, and we will save a lot of money on the water bill.
9) The Bar Rack rebuild is scheduled for late October.
10) The new Ammonia nitrate probes are installed. We just need our controls integrator to tie it into the SCADA system.

In Planning Stage –

1) Three new heating and cooling units will be installed in the Operators office, the Chief operator's office, and the lunchroom. The lunchroom unit failed, and since the others are not working well, the same age, and not energy efficient, it is in our best interest to replace all three. Even though Beacon is our bid contractor for HVAC work, we are waiting on two more quotes.
2) The shed that houses the controls at Station 8 is old and falling apart. It is also not user friendly. We are getting prices to do that job.
3) The energy improvement project is in progress. The WAS pumps, BFP sludge pumps, Plant re-use water pumps, and Boiler replacement are in progress. Completing all of these this year is a priority.
4) We found a major issue with the Headwork's PLC and control system that needs to be addressed.
5) COX cable will install the new phone and internet system in the coming weeks. We will also improve our IT system by adding a new server to the WPCA.
6) Woodard Curran is working with staff to submit plans for a facility plan, which will tie together the collections system and pump station capital needs.

7) S-2, the red utility pick-up truck is in very tough shape. The brakes are shaky despite replacement, the steering is very loose, it has more than 150,000 miles on it, and some major components are falling apart. We are planning to replace the truck, but since it was not budgeted, it is only in the planning stage for next year. We will take it out of service if it is not safe anymore. Generally, municipal fleet vehicles should be replaced far before this point due to liability issues and it makes for smoother and less reactive planning.

All of the projects were funded in the 2015/2016 budget. There may be a shift in priority in the course of the year due to changing conditions. This could mean that we complete some unexpected and unfunded projects instead of what was planned. We try to minimize those conditions, but the facility is very old and there will be some surprises we have to resolve.

Septage Receiving

The facility received 28,544 gallons of Septage in October, 2015.

Three welding/fabrication shops are due to provide pricing for the new Septage Receiving screen and rock trap. This has been an open issue for a few months and finding more than two contractors to do the work was cumbersome. Hopefully it will be completed by the end of November.

Plant Operations

The treatment plant is running well, some equipment failures have been a challenge, and some of the plant improvements and construction of the improvements have made running the plant more difficult than normal. We aim to minimize interruptions through planning.

Craig Motasky (Compliance Inspector) from DEEP visited the facility to review the corrective actions we committed to in the wake of the fecal coliform permit non-compliance that occurred in August. He was satisfied and appreciated that we took the issue seriously. More often than not, there are many conditions that lead to any problem. The following table outlines what we agreed would be the best improvements:

Corrective Action Item	Current Status	Goal	Expected completion Date
Inspect UV for proper operation, review and revise maintenance procedures, develop SOP and or integrate the procedures into CMMS system	UV PLC was reviewed and programming was repaired and checked for accuracy. Work order was added to the CMMS system, bulb replacement schedule was modified.	90% complete at this time, we only need to finish integrating PLC into SCADA system. Alarms will be tested and made appropriate for worst case effluent conditions.	10/31/2015

Address H.P. Hood high flow and loading awareness	Contacted Hood and asked for a weekly update on production levels. Ordered 2 new Mission RTU M800 for real time flow and ph monitoring, with alarms.	100 percent reportable flow data with alarms for high flow and low flow so that we can adjust plant processes to prepare	11/30/2015
Improve aerator PLC program to accommodate high BOD loading	New low D.O. level alarm established, still need to modify the control logic	In addition to alarms, the new control logic will turn a second aerator on and into aerate mode in the event that one aerator can't meet the D.O. set point, over a set period of time.	10/31/2015
Revise the Fecal Coliform analysis SOP	Not yet complete, however there is one week left in the season.	Create a dedicated area in the lab for fecal coliform analysis only, with dedicated sole use equipment. Increase QA/QC sampling and analysis for every test.	Prior to 2016 disinfection season.

The monthly Discharge Monitoring report and Nutrient Analysis Reports were submitted to DEEP as required. The monthly total nitrogen concentration (TN) was 1.0 mg/l, which was the lowest concentration we have seen in several months. It was due to the warm weather, efforts by staff, and low plant flows. The nitrogen discharge reports and graph is attached to this report.

We removed 99% of both BOD and Suspended solids, again this month.

Hood BOD loading was 3,366 lbs/day. They were 63% of the plants BOD load. They were 9% of the flow again.

All coliform levels were well within the permit limits. We removed the system from service on October 1as required by the permit. Staff is planning to do a major overhaul of the wear and tear parts on the system this winter, before the system goes back in service again.

A summary of plant performance parameters is below:

Influent and Effluent Parameters							
Date	Inf TSS, Mg/l	EffTSS, Mg/l	TSS, % Rem	Inf BOD, Mg/l	Eff BOD, Mg/l	Eff BOD % Rem.	Fecal col #/100 ml
Sep-14	342	0.50	99	314	0.80	99%	2
Oct -14	354	0.80	99	307	1.7	99%	n/a
Nov -14	284	1.0	99	281	2.3	99%	n/a
Dec- 14	241	1.0	99	230	1	99%	n/a
Jan-15	299	0.70	99	243	1.9	99%	n/a
Feb-15	240	1.0	99	306	2.0	99%	n/a
Mar-15	267	2.0	99	317	3.0	99%	n/a
Apr-15	314	1.0	99	285	2.0	99%	n/a
May-15	370	1.0	99	381	2.0	99%	7
Jun-15	338	2.0	99	355	1.0	99%	7
Jul-15	332	0.81	99	320	0.76	99%	24
Aug-15	462	2.0	99	459	2.0	99%	TNTC
Sep-15	366	1.0	99	417	1.0	99%	24

Laboratory Operations

The Kent Farms community wastewater disposal site was tested in August, and the results were submitted to DEEP in September.

The quarterly aquatic toxicity and sludge analysis will be completed in October.

Plant Flows

Plant flows remained low due to dry conditions. The average daily flow was again 0.96MGD. The prison contributed 0.283MGD, and 91,000 gpd was from Hood. A summary of plant flows is below.

Month	Plant average daily flow	Rainfall Total	Hood Ave daily Flow	Prison Average Daily Flow
Sep-14	0.96	0.39	0.073	0.283
Oct - 14	1.12	4.39	0.065	0.282

Nov - 14	1.19	2.48	0.069	0.272
Dec - 14	1.75	5.41	0.053	0.277
Jan- 15	1.31	3.00	0.053	0.280
Feb- 15	1.11	2.68	0.069	0.275
Mar- 15	1.87	2.47	0.084	0.275
Apr- 15	1.87	3.84	0.080	0.277
May- 15	1.05	1.42	0.090	0.279
Jun- 15	1.27	8.46	0.091	0.287
Jul - 15	1.22	1.44	0.098	0.284
Aug- 15	0.96	2.85	0.091	0.283
Sep- 15	0.96	4.10	0.077	0.282

Plant Flow and performance trends are attached to this report.

Sludge Dewatering and Disposal

The plant processed 645,570 gallons of waste sludge which generated 411,300 pounds of sludge cake transported to MDC. The average sludge cake concentration was 16%.

Maintenance

There were several maintenance items completed in September.

- NIC systems completed a wide range of control system improvements. This project is ongoing.
- The Vac-Con truck went to New England Industrial equipment for repairs to the steel supports for the water tank. They were found when it was inspected last month.
- A significant amount of time was spent maintaining the grounds including pump stations
- ECI completed a punch list of tasks for a variety of improvement projects.
- The clarifiers were cleaned.

- A wide variety of preventive maintenance tasks were completed.
- Aerator #2
- Plant water pump #3 was sent to reliable electric to be repaired after we found the impeller would not stay on. The impeller key way was damaged.
- The new ammonia probes that were placed into service were calibrated by Staff and certified by Hach.
- ECI replaced a bad level probe component at pump station 18.
- Advanced tank completed the annual pressure test for the Underground Fuel Oil Storage tanks. This is an annual requirement, and the tanks can't be insured without them.
- NIC systems replaced the Step Screen PLC that failed.
- Staff completed approximately 3,000 ft. of sewer line jetting.
- Staff checked all facility back up batteries.

Energy

The September electric consumption was high again in September, but it will be lower in October without the UV system in service. We also resolved the issues we were having with the new timer mode we implemented for the inner aerators.

As stated above, completing our energy improvements is our top priority for this year. Some ideas were very low cost and implemented immediately, and some require more extensive projects. Some of the plans presented issues we had to work around, so the fruits of the efforts will be slower to see.

Collection System and Pump Stations

As stated in communications, Kira Kilosky worked to develop a newspaper article summary of the flyers that were sent out with the annual bills. The article was posted on October3, in the Suffield Observer.

Pump station generators were tested in September. They are tested every month. The annual service inspection is due in October.

The underground electrical service to pump station 18 is leaking water, and we are working with Eversource to resolve the issue.

Staff completed approximately 75 Call before you dig requests.

Steve Marquis reported on the status of new connections and developments as follows:

1) There was one new home connection on Greendale
2) He was not contacted yet to view the install of the CVS sewer lateral.
3) The new dog kennel on Route 75 has not been installed yet, but the contractor has been in contact with Steve.
4) Suffield Chase Development is ongoing, we have several outstanding issues with them including pressure testing and receiving the as-built drawings.
5) The contactor that installed the new library sewer connection did not contact Steve when the line was installed, and has yet to provide evidence of the install. Shane met with them to discuss the issue in September.
6) Suffield academy still needs to submit acceptable as-built drawings for the sewer installed.

Customer Complaints

There were 2 new concerns to address in September, 2015.

1) A resident on South Main Street resident called to complain of a sewage smell in her home. We have yet to find the source of the smell. Shane will follow up with the resident to resolve the issue.
2) A resident on LaFountain St. called to report sink holes on the property where a new sewer lateral was installed. The sinkholes were repaired.

Facility Odor Complaints:

There were no odor complaints to report in September, 2015.

Fats, Oils, and Grease Program:

There were no new inspections or installations in September, 2015. There were no FOG related incidents. We will follow up with Francesco's to see where they stand on the new grease trap in October.

Call out/Call back:

There were 6 after hours call in events in September. There was a head works alarm due to the failed PLC, a low DO alarm due to high Hood Flow, a power fail alarm at the pump stations, and the remainder was due to aerator issues. Our goal is to correct and improve upon all conditions that lead to after-hours calls. Some, such as power fails, are difficult to prevent.