

**TRI-TOWN JOINT REVIEW COMMITTEE
MEETING MINUTES**

Thursday, December 12, 2018
8:30 AM – 9:00 AM

**Wastewater Treatment Facility
Conference Room – Admin Building**

In attendance: Dennis Lutz, Aaron Martin, Bruce Hoar, Jeff Carr, Jim Jutras, Lauren Morrisseau, Sarah Macy, ~~George Tyler~~, Evan Teich, Gregory Duggan

Minutes: The minutes of the December 13, 2017 meeting were unanimously approved following a motion by Jeff Carr, second by Dennis Lutz.

FYE 2020 Budget and Capital Plan: Overall budget discussion surrounded specific line item increases as well as the reduction of the planned full time staff to allow time for community alignment opportunities. Some money was retained to allow flexibility in hire or in part time summer help. There was further discussion about chemical increases due to migration of polymer costs to the Chemical line item and out of dewatering. We also discussed actual sludge dewatering costs and in comparison to land application costs.

A motion to approve the budget as presented by Dennis Lutz with the second by Jeff Carr. The budget, as presented, was unanimously approved.

FYE 2019 Financial Reconciliation: As part of the budget discussion, this agenda item was also discussed. The fund will be presented to the various boards and will be called the “Flow Stabilization Fund”. Correspondence to the respective boards will be through the TriTown representatives for the individual communities’ level of comfort for funds retained, if any, and whether individual communities will want to handle funds in the manner proposed.

CSWD Sludge Management Contract Renewal: The CSWD manages a sludge contract for Chittenden County participating communities. The CSWD solicited new proposals and the contract is to be awarded to Casella Organics. Casella has the current contract and the terms and conditions will be extended until the new contract is prepared and approved by CSWD Board. Costs are relatively stable and Essex Junction land application has been removed from the contract.

Staff requested input on the land application. The Casella third party participation under to the older contract added little value to the operation and contained real costs. The discussion supported use of a third party agronomist or technical person to provide oversight and to ensure compliance with facility and Farm operational and permit compliance.

CSWD will forward draft contracts for facility consideration. Final contract documents, when available, will be presented to the Village Trustees for consideration and approval.

Phosphorus Control for future compliance: A trend chart showing current compliance with future TMDL Phosphorus (P) discharge requirements was discussed. Though we are in compliance, the facility is keeping an eye on the future. Increased flows and stringent compliance requirements may require future capital improvement. Septage and directly digester material brought into the facility contains elevated P. The septage receiving rates may not reflect the true cost of treatment. The facility has no obligation to accept waste from those not connected to the system. The discussion led to 1) evaluate increased rates 2) look at the

impact to the system as part of the ordinance work that is ongoing 3) consider no septage receiving.

Vermont Phosphorus Innovation Challenge Grant Award: The Village was awarded \$45,000 for an innovation grant to pilot removal of P from sludge liquid as dewatering centrate or as sludge storage decant. This liquid is often recycled to the process. In doing so, it adds substantially to the P load that we treat. The grant affords the opportunity to try separating this material, therefore reducing the P recycle load on the facility and increasing the P removal capacity of the current facility configuration. Pilot work is to be completed by July 2019.

Set Board Schedule for “Dry Day Fund” Action: Staff is to reorganize the dry day fund to reflect the new designation as a rate stabilization fund. The transmittal package is to be sent to each individual TriTown community representative for scheduling with their respective governing Board.

WWTF Road Name and Facility Name: E-911 requires a road name for public ways with a stop sign. Brief discussion on the validity of this need occurred. Whether this is a proper interpretation of the requirements will be looked into further. If required, TriTown Committee members will be solicited for suggestions. Renaming of the facility from a wastewater treatment facility to a water resource recovery facility will also be considered at that time.

High Strength Waste Ordinance and Zinc Waste Issues: Development of governing rules or ordinances for consistent application in the TriTown communities continues. As part of this, there was consensus to draft the guidance in two parts 1) a technical section that is housed in the Facility rules in a manner to be determined 2) suggested universal ordinance guidance for all to consider for their individual community. Williston has recently updated their ordinance so staff will use that updated ordinance as a base for the working DRAFT to be presented.

Other: The catastrophic engine failure of the combined heat and power generator was noted. Staff is working with insurance to secure the replacement of the engine. Staff is also working on control modifications that will prevent the series of events that led to the failure from reoccurring.

Respectfully submitted
James Jutras, Water Quality Superintendent