

Town of Montville Water Pollution Control Authority
Meeting Minutes of Monday, March 1, 2010
Town Council Chambers – 7:00 p.m.
Town Hall

I Water Pollution Control Authority

a. Call to Order

Chairman May called the regular meeting of the Water Pollution Control Authority to order at 7:00 p.m.

b. Pledge of Allegiance

c. Roll Call

Present were Commissioners Hillman, May, Schober, Siragusa and Thorn. Also present were Administrator Brian Lynch, Superintendent Michael Didato, Assistant Superintendent Thomas McNally, Mayor Jaskiewicz, Engineer Richard Kruczek and Attorney Ronald Oshsner.

Motion made by Commissioner Thorn, seconded by Commission Schober to add the approval of the February 18, 2010 meeting minutes of the Public Information Meeting for the Montville Facilities Plan to the agenda. Discussion: none. Voice vote: 5-0, all in favor, motion carried.

d. Approval of the Minutes

1. Regular Meeting Minutes of Monday, February 1, 2010.

Motion made by Commissioner Siragusa, seconded by Commissioner Hillman to approve the meeting minutes of Monday, February 1, 2010.

Discussion: Commissioner Siragusa inquired regarding freedom of information issues and whether or not the contract for the WPCA administrator is a public document after it has been recommended for approval to the Town Council by the Commission. The Commission discussed whether or not the document should become public information prior to the approval from the Town Council or if it should become public after final approval from the Town Council as they may make changes to the document prior to adopting it. Mayor Jaskiewicz stated anything discussed in a public forum is subject to freedom of information regulations. Attorney Oshsner indicated the document is still open for amendment by the Town Council and was sent to the Town Council with a recommendation for approval by the Commission, it was not given final approval by the Commission and stated the document should become available to the public once it has been ultimately approved and amended by the Town Council.

Commissioner Thorn stated he would like an addition to the minutes to include a recommendation for an accommodation for Assistant Superintendent McNally for his initiative regarding the lighting grant for the Treatment Plant. Commissioner Schober stated the accommodation was mentioned under Remarks from Commissioners at the end of the minutes.

Commissioner May inquired if Planning & Zoning has been notified regarding Commissioner Siragusa's appointment as the liaison to their Commission. Commissioner Siragusa indicated he had called Planning & Zoning to inform them of his appointment.

Voice vote: 5-0, all in favor of approving the minutes of February 1, 2010 with the following correction:

Add wording to page 3, m (a) to include an accommodation for Assistant Superintendent McNally for his initiative regarding the lighting grant for the Treatment Plant.

2. Approval of the February 18, 2010 Public Informational Meeting Minutes

Commissioner May inquired if everyone had the opportunity to review the minutes of the Public Informational meeting. He stated there was a turnout of over fifty people and there were many great recommendations and questions during the discussion. Motion made by Commissioner Siragusa, seconded by Commissioner Hillman to approve the February 18, 2010 Informational Meeting Minutes. Discussion: none. Voice vote: 3-0 (Commissioners Schober and Thorn abstained because they were not at the meeting).

e. Communications

Administrator Lynch discussed a correspondence from Mr. James W. Hunt, 75 Pleasant Street, Groton, CT regarding the Oxoboxo Lake Public Informational meeting held on February 18, 2010. The correspondence from Mr. Hunt states in his opinion the presentation of data was less than expected and much more testing is required with negative results to justify sewer expansion in the Oxoboxo Lake area. Data on location, type of wells tested and ground conditions of the sites tested were presented to the public, sewer lined indicate crossing wetlands and following unapproved town roads and crossing private property was not discussed. He expressed concern regarding the financial cost to homeowners and offered alternative solutions to the installation of public sewers.

f. Remarks from the Public Regarding Items on the Agenda

John Hracyk, 12 Eddy Court, discussed concerns regarding piping designs for the proposed new bridge near Old Colchester Road and inquired if there is a plan of action for the clean up of the lake if there was a spill. He inquired regarding waivers if citizens that live in the Oxoboxo Lake area do not wish to hook up to the public sewers if and when they are available and the waiver process. Administrator Lynch stated there is a system for waivers but the homeowners must hook up to public sewers if and when their septic systems fail. Chairman May stated the DEP sets guidelines and requires everyone to hook up the sewer system in areas that have public sewer available to them. Superintendent Didato discussed procedures and protocol in the event of an emergency spill situation and discussed routine inspections of sewer lines to avoid septic spills into the lake.

g. Report from the Operations Division

Superintendent Didato discussed his monthly operating report for February, 2010 with the Commission. The following items are discussed in the report; the WPCF was in full compliance of its NPDES permit for February, 2010; there were no treatment plant odor complaints during the month; sludge thickness held at an average of 5.2% last month; an average of 54 lbs per day of nitrogen was in the discharge last month and with close attention to effluent the WPCA will be getting a check in the amount of \$14,317 for the nitrogen credit exchange program. Mr. McNally prepared for the annual life and safety inspection and for the 5th year in a row there were no violations. The contractor has begun replacing automatic switches and light fixtures in the plant as part of the grant approved last month. The WPCA has received a frequency from the FCC to use as a talk around channel. These channels are difficult to get and took a year to get. Mr. Didato discussed the outfall pipe, stating he has solicited the services of the divers and notified DEP of the situation and will report back to the Commission with the findings after the pipes are inspected. Items discussed under Collection System included Microtel Inn application for a class 3 food establishment license; a large buildup in grease at the Houghton Cove Manor that required a change out of a grinder pump; more efficient pumping at the Lathrop Road Pump Station, the removal of kitchen components at a two family home on Fitch Hill to make it a single family home and portable sewer camera to look into Hunters Run sewer line to check on the condition of the pipe. Items discussed regarding Potable Water were the replacement of water meters to reduce unaccounted for

water, cross connection and back flow inspections, a meeting with the MTUA to ensure a smooth potable water transition and the two stage inspection of the Cook Drive water tower.

h. Report from the Administration Division

Administrator Brian Lynch stated he was in contact with Groton Utilities last week and they informed him they are planning a sixteen percent increase that is estimated to go in effect around July 1, 2010. He indicated they told him they would know the exact increase by the end of March when they bring the rate increase to the council. Armory Engineering has stated the Water Supply Plan is completed and will send a copy for review before they send it to the State for approval. Mr. Lynch discussed the water booster pump station, stating he is still working on finalizing the paperwork, but it is moving forward. The WPCA financial status continues to look good, they are working off of the revenues that they are generating and there should be sufficient funds in the accounts to bring it through the next collection period without having to rely on the Town for financial help.

i. Report from the Mayor

Mayor Jaskiewicz stated Groton Utilities has raised rates three years in a row. He stated the Town should look into a new source of water. He suggested inquiring with the Utility Commission to determine if the rate hikes are fair and just.

j. Report from Special or Sub-Committees – none.

k. Report from Engineers

Mr. Richard Kruczek, URS Corporation, discussed his status report for the Montville Facilities Plan projects with the Commission. The draft Facilities Plan report is almost complete. URS is waiting on a copy of the Water Supply Plan from the WPCA consultant and is waiting for the summarization of the recent public information meeting in order to incorporate this information into the report. URS has been performing QA/QC and hopes to send the completed draft report to the QA/QC staff for their comments once it is complete. URS has issued the final report and sent a copy of the I/I Study Phase I to the CTDEP for their review and approval. The report schedule has been modified and is scheduled to begin work in June, 2010 and continue work through June, 2011. The WPCA has received confirmation of the grant application request covering fifty five percent of all of the work URS has performed as well as the proposed SSES work. URS has resubmitted the agreement for SSES services for review, concurrence and signature from the Commission. The GIS for the digital Database & Graphics is completed enough to obtain documentation for sewers. A few new developments have not been entered due to lack of information and the database now has been populated with flow data and is complete. Mr. Kruczek discussed borings and additional borings taken and stated there is a copy of the results in the office if anyone would like a copy.

Commissioner Schober made a motion to move agenda item II Water Commission (f) Executive Session to the top of the agenda to accommodate the Human Resources Director. The motion was seconded by Commissioner Siragusa. Discussion: none. Voice vote: 5-0, all in favor, motion carried.

Chairman May requested the addition of discussions during Executive Session to include Freedom of Information issues and the discussion of personnel issues. Motion made by Commissioner Schober, seconded by Commissioner Thorn to amend the Executive Session to allow for the discussion of FOI issues and personnel issues. Discussion: none. Voice vote: 5-0, all in favor. Motion carried.

II Water Commission

f. Executive Session

Motion made by Commissioner Thorn, seconded by Commissioner Schober to enter into Executive Session for the purpose of discussions regarding the employment contract for Administrator Brian Lynch, Freedom of Information issues and personnel issues. Discussions to include Mayor Jaskiewicz, Katherine Christopher, Human Resource Director, members of the WPCA Commission, Attorney Oschner for the discussions regarding the employment contract only and Administrator Lynch and Superintendent Michael Didato to join the discussions for the FOI and personnel issues. Discussion: none. Voice vote: 5-0, all in favor, motion carried and the above mentioned left Chambers for Executive Session at 8:00 p.m. Chairman May resumed the meeting at 8:36 p.m. and stated that no formal votes were taken during Executive Session.

Chairman May asked for a motion to amend the agenda to include items (p) and (q) under Water Pollution Control Authority. Motion made by Commissioner Hillman, seconded by Commissioner Thorn to adjust the agenda by adding agenda items I (p) To reconsider/rescind the vote to recommend the employment contract of Administrator Brian Lynch to the Town Council with the approval from the Commission; and I (q) to vote on the employment contract of Administrator Brian Lynch Discussion: none. Voice vote: 5-0, all in favor, motion carried. Items added to the agenda for discussion.

l. Old Business

1. To approve and extension allowing Haughton Cove until June 1, 2010 to correct their violation.

Administrator Lynch discussed events to date and stated Haughton Cove was issued a violation and the violation was not corrected. Since that time, they have requested an extension to fix the problem to avoid fines for not doing so. It was the consensus of the Commission to grant an extension to allow the property owners to correct the violation based on severe weather conditions and land conditions. It was determined the work to correct the violations must be completed by no later than June 1, 2010.

Motion made by Commissioner Hillman, seconded by Commissioner Thorn to grant an extension to Haughton Cove to allow them to correct violations with work to be completed by June 1, 2010. Discussion: Commissioner Hillman suggested each case that comes before the Commission granting an extension should be reviewed by the Commission who will determine on a discretionary basis if an extension should be granted. She expressed concern regarding setting a precedence if each case is not determined on an individual basis. Roll call vote: 5-0, voting in favor of granting the extension request were Commissioners Hillman, May, Schober, Siragusa and Thorn. Voting in opposition: none. Motion carried.

m. New Business

Administrator Lynch discussed a meeting he has scheduled with the Finance Director regarding the large burden placed on the WPCA for audit work. He has concerns the WPCA is paying an unfair share of the audit bill and would like a determination regarding fees.

Mayor Jaskiewicz indicated he will work with the Finance Director to determine how the town came to the number that is being charged to the WPCA and report back to the commission with his findings.

n. To Consider and Act on Referrals from Planning & Zoning – none.

o. To Consider and Act on the Payment of Bills

SAR 2010-007 The Town of Montville Water Pollution Control Authority hereby resolves to pay invoices in the amount of \$61,202.66 per attached Schedule A.

Motion made by Commissioner Siragusa, seconded by Commissioner Hillman.
Discussion: Administrator Lynch discussed the billing for this month. Roll call vote: 5-0. Voting in favor of adopting this resolution were Commissioners Hillman, May, Schober, Siragusa and Thorn. Voting in opposition, none. Resolution adopted.

p. To Consider and Act on a Motion to Rescind the Previous Vote Taken on February 1, 2010 Regarding the Employment Contract for Administrator Lynch.

Chairman May indicated there has been a change to the contract voted on at the previous meeting and it is required the Commission rescind their previous vote in order to amend the contract and then re-vote on the approval of the contract and to forward the amended contract to the Town Council for final approval.

Motion made by Commissioner Thorn, seconded by Commissioner Schober to rescind the vote taken on February 1, 2010 regarding approval of the employment contract for Administrator Lynch. Discussion: none. Roll call vote: 4-1-0, voting in favor of the motion were Commissioners May, Schober, Siragusa and Thorn. Voting in opposition was Commissioner Hillman. Motion carried.

q. To Consider and Act on a Vote to Approve the Employment Contract for Administrator Lynch.

Motion made by Commissioner Schober, seconded by Commissioner Thorn to approve the employment contract for Administrator Lynch and to forward the contract to the Town Council with a recommendation for approval with the following amendment;

Section 6, remove the language "Annual increases will be considered with the provision that with an annual performance review the employee achieves a rating of satisfactory or better".

Roll call vote: 3-2, voting in favor of approving the employment contract as amended were Commissioners May, Schober and Thorn, voting in opposition were Commissioners Hillman and Siragusa. Motion carried.

Chairman May gave the secretary Schedule C for clarification of the wording of the amendment to the employment contract.

II Water Commission

- a. Report from Special or Sub-Committees – none.
- b. Report from Engineers – none.
- c. Old Business

Mayor Jaskiewicz inquired regarding progress to the Maple Avenue water booster pump station. Administrator Lynch indicated the WPCA is waiting on finalizing the paper work with Sterns & Wheler regarding concerns with language that pertains to insurance coverage. The Town Attorney and the Finance Director are reviewing the new terms. He stated the project is moving forward at a slow pace.

Administrator Lynch discussed the sixteen percent increase to water rates from Groton Utilities and discussed the actual costs to the average homeowner. He stated the Town has a contract with Groton Utilities that states they can raise their rates once a year. He indicated the sixteen percent increase is across the board and will most likely go into effect on July 1 2010. Mayor Jaskiewicz inquired regarding who is in charge of regulating the water rates. Administrator Lynch explained the process and stated rates are based on actual costs and the City of Groton will be paying the rate increase as well. Commissioner Siragusa spoke in favor of looking into alternative water sources. Superintendent Didato discussed options and stated the Water Supply Plan may identify areas to look into for the future.

d. New Business

1. To Consider and Act on the Revised Memorandum of Understanding with the MTUA with Regards to Water Operations.

Administrator Lynch discussed the revised MOU with the Commission and stated it will be used on an as needed basis only and is open ended with no expiration date. The current contract expired on February 27th and there is no longer a need for day to day contact with the MTUA as the WPCA is handling daily operations on their own. No money will be exchanged except if services are provided, it is simply a back up plan for the WPCA in case of emergency.

Motion made by Commissioner Siragusa, seconded by Commissioner Hillman to recommend the approval of the MOU with the MTUA and to forward the document to the Town Council for final approval. Discussion: none. Voice vote: 4-0-1 (Commissioner Schober abstained from the vote). (See attached disclosure form).

e. To Consider and Act on the Payment of Bills

SAR 2010-008 The Town of Montville Water Pollution Control Authority hereby resolves to pay invoices in the amount of \$486.00 per attached Schedule B.

Motion made by Commissioner Siragusa, seconded by Commissioner Hillman. Discussion: none. Roll call vote: 5-0, voting in favor of adopting the resolution were Commissioners Hillman, May, Schober, Siragusa and Thorn. Voting in opposition: none. Resolution adopted.

III Remarks from the Public – none.

IV Remarks from the Commission Members

Chairman May discussed the need to authorize URS to complete the I/I Study in June. Motion made by Commissioner Hillman, seconded by Commissioner Siragusa to postpone this discussion regarding Phase II of the I/I Study until next month to allow the Commission members time to review the document and to get clarification from URS regarding a missing page in the document. Discussion: none. Voice vote: 5-0, all in favor, motion carried.

Commissioner Hillman inquired regarding the ARGU system, wiring at the booster pump station on Route 32 and the solar system proposal discussed at the last meeting. Administrator Lynch answered all of her questions and gave her an update regarding progress to date.

V Adjournment

Motion made by Commissioner Siragusa, seconded by Commissioner Thorn to adjourn the meeting at 9:45 p.m. Discussion: none. Voice vote: 5-0, all in favor, motion carried. Meeting adjourned.

Respectfully Submitted by:

Audrey Ulmer, Recording Secretary for the Town of Montville

** Schedule C was rescinded by the Chairman of the Commission at the end of the meeting.

