

Meeting Minutes
Town of Montville Water Pollution Control Authority
Monday, December 6, 2010
Town Council Chambers – Town Hall – 7:00 p.m.

I Water and Sewer Commission

a. Call to Order

Chairman May called the regular meeting of the Water and Sewer Commission to order at 7:00 p.m.

b. Pledge of Allegiance

c. Roll Call

Present were Commissioners Hillman, May Siragusa and Thorn. Absent was Commissioner Schober. Also present was Attorney Ron Ochsner representing the WPCA and Mayor Jaskiewicz, Administrator Brian Lynch and Superintendent Michael Didato.

d. Alterations to the Agenda

Motion made by Commissioner Thorn, seconded by Commissioner Siragusa to move agenda item 1 c (2) to follow agenda item 2 d (5) for discussion to put the items in chronological order. Discussions; none. Voice vote, 4-0, all in favor, motion carried.

e. Motion made by Commissioner Siragusa, seconded by Commissioner Hillman to approve the meeting minutes of the;

1. November 1, 2010 Regular Meeting;
2. November 10, 2010 Special Meeting.

Discussion, none, voice vote, 4-0, all in favor, motion carried.

f. Communications pertaining specifically to matters which concern the Commission – none.

g. Remarks from the Public Regarding Items on the Agenda

Mr. Dick Wilson discussed the proposed ordinance drafted by the sub-committee. He stated it is his opinion that the entire ordinance is in clear violation of the Town Charter and the State Statutes. He stated the whole ordinance is an abomination and is in violation of the Town Charter and State Statutes. He stated he will point out each of the violations at the public hearing and does not feel the ordinance is necessary and the items in the document are in clear violation of the Charter and State Statutes. He stated that if the Town Council is foolish enough to adopt the ordinance he will bring litigation and it will never be implemented.

Chairman May inquired three times if anyone from the public would like to come forward to address the Commission.

h. Report from Operations Division

The report submitted by Superintendent Didato reads as follows;

1. With the available data to date the Water Pollution Control Facility (WPCF) continues to be in full compliance of its NPDES permit for 2010.
2. There were no treatment plant odor complaints last month.
3. Sludge thickness averaged 6.3% last month, and we averaged 42 lbs/day of nitrogen in our discharge last month. Our limit for calendar year 2010 is 135 lbs/day.
4. Cortex has submitted a revised report on the condition of the RW pipelines. I will be reviewing its contents and forwarding it with my next month's report.
6. We are trying another brand of de-foamer with the hope to find a more effective and less expensive process. Update: we have changed our application of introducing de-foamer into our SBR system. I hope to see a 90% reduction of this costly chemical expense.
7. I spent the better part of a day with Woodard & Curran at our treatment facility. During that visit I

provided them with many blue prints and electronic drawings of our plant. To date I have not received any additional details on the proposals discussed at the November 10th meeting.

8. We corrected a problem of soil being washed out and collecting near a large fuel oil tank outside of our main building. It has been re-graded and rip rap has been applied.
9. We discontinued the use of chlorine for disinfection as of November 1st as required by our NPDES permit. We had a successful year of maintaining the correct chlorine residual and fecal coliform bacteria kill. We are required to put the system back on line in May 2011.
10. Other operational activities include: Plows and our sander have been inspected & tested and are ready for the winter season, fuel stabilizer added to all station and plant generators, replacement of a new ultra sonic flow measuring device, repaired 2 hanging heaters, replaced malfunctioning controller for the bar rack, conducted test on our odor system and found how things were actually plumbed which is not the same as the drawing details, cleaned gutters and catch basins at plant, just to name a few.

Collection System:

- A new connection to our sewer system has been found coming from a SCWA potable water pump station.
- We used our sewer pipe camera to inspect a connection for Fort Hill. We plan to do some more work in the field to completely understand what and how things are arranged.
- McNally found a contractor adding fill and boulders on top of one of our cross country sewer lines. He informed them of our easement and sewer line location. However, they continued to drop more material over our pipe. Since this time McNally has sent the property owners a letter explaining our concerns.
- We had to rebuild an important check valve assembly at our Avery II pump station.
- The old Cafe 32 has opened under new ownership. They will be required to be FOG compliant prior to the July 1st 2011 deadline as a result.

POTABLE WATER

- Stratification testing has been conducted on our Cook drive water tower. We should receive the results/report this week. Also be advised the police department will be installing an antenna on the tower from grant money.
- A pressure reducing valve (PRV) has started leaking at our Golden Road water station. We will be replacing it with one that we have in stock. This project is a bit labor intensive because we do not have isolation valves in place. We intend on installing isolation valves when we change out the PRV.

Mr. Didato discussed item # 7, stating since he submitted his report he has received a sixty page document regarding a new proposal from Woodard & Curran and he has forwarded the document to the engineers for a cursory review. Additionally, work has been done on the pressure reducing valve at the Golden Road pump station.

Commissioner Hillman inquired if Mr. Didato has forwarded the report from Woodard & Curran to the town engineers. Mr. Didato stated he has submitted the document to the town engineers for a cursory review. Up to this point he has received three drawings with no data attached to it. Commissioner Hillman inquired regarding the costs of the engineer review and Mr. Didato stated he had instructed the engineers to perform a cursory review only because they can get very involved but he does not know the costs at this time. She stated a vote to send this document to the engineer for review is not on the agenda. She discussed an evaluation last month by Cortex and inquired if it has been expanded on. Mr. Didato stated they have sent a revised copy for comment and review and he is currently engaged in working on this in conjunction with Paul Shapman of Rand Whitney who is very familiar with the pipeline to determine how satisfied the town is with the way they illustrated where the problems are, if they have been identified and how much it will cost and the best way to address those problems. Commissioner Hillman requested copies of this when available for review. She discussed the new connection system coming from SCWA for a potable water pump station and inquired if SCWA was billed for this connection. Administrator Lynch indicated he has contacted Greg Leonard and he has not responded back to his office as of yet, but he is in the process of looking into it. It has not been billed in the past and he is working it out. Commissioner Hillman inquired how long the connection has been in place. She inquired regarding construction debris at one of the sewer locations. Mr. Didato stated there are boulders being placed on one of the town's cross country easements and the town can not get through. He stated Mr. McNally found the address of the property owner in Florida and sent him a letter requesting them not to dump on the easement area. To date the boulders are still there but there has been nothing added to the pile of boulders since that time. Mr. Didato stated if he does not see any resolve any time soon, he would request the Commission to seek council to determine how to proceed. Attorney Ochsner stated there are provisions in easements and deed that require the owner maintain the area so the town has access to it if needed. If that is the situation and the area has been blocked from access the town could take action to correct the situation. If the property owner does not comply action can be taken in court. Commissioner Thorn asked if the debris is from a contractor and Mr. McNally stated the debris is coming from the new gas station on Route 85, the contractor got permission from the property owner to dump there. Chairman May stated he has asked a representative from Rand Whitney to attend the meeting to explain some of the details in the report that he does not feel are technically feasible and DEP may have already told them

this, and he wants an answer regarding what they are seriously considering because things have changed since the report was written. Mayor Jaskiewicz inquired if the FOG compliant results for the town businesses and inquired if they have been told they are mandated to comply. Mr. Didato stated he has sent out certified letters to all of them. A discussion was held regarding the ordinance and how it can be enforced. There is a fine the town can enforce per day if there is no compliance. Attorney Ochsner stated the ordinance procedures are very well established in the ordinance. Mr. Didato stated he is in constant communication with the business owners regarding the FOG compliance. Commissioner Hillman requested an updated list of those businesses that have not complied. A discussion was held regarding the type of FOG compliance what is acceptable and what is not.

i. Report from Administration Division

Administrator Lynch's administrators report read as follows;

1. Rand-Whitney continues to look into the possibility of treating their waste at their facility. The Mayor, Attorney Auger and I met with the Commissioner of the DEP and some of her staff, along with Montville's political representatives and Rand-Whitney to discuss the availability of bonding money and how it would be utilized. Rand-Whitney informed the DEP that they were having Woodward & Curran (their engineering firm) put together a report outlining a proposal and cost estimates. When we receive the information I will distribute it to everyone and we should also have an engineering firm review their work.
2. I was informed by Rich from URS that DEP is putting a hold on approving the Facilities Plan until we decided on which direction we are going with regards to Rand-Whitney. I'm concerned that not making a decision on a direction will also have an impact on our grant money for the new turbo blower. Rich can discuss this in more detail at our meeting.
3. We will be sending out close to sixty shut off notices for water this month. This gives the customer approximately two weeks to come in and pay their bill or make some type of arrangement with the office. Typically out of that many notices, we may shut off one or two homes and they usually come in the same day as the shut off.
4. Sarah Cwikla has finished reviewing the low bidder's proposal for the Maple Ave. booster pump station. She did find one concern with the submitted bid. The Nutmeg Company did not fund the recording line of the bid specs with the minimum amount required. Sarah has run this by Attorney Ochsner and the company will be able to shift monies to that line from another line item. This will have no effect on the overall bid.
5. As some of you know there has been a long standing issue over the billing of water for Sid Ginsberg. He owns property in Montville across from the Town Hall. Mr. Ginsberg contacted Attorney Ochsner this past month and informed him that he was finally going to take legal action against the WPCA. His position is that the WPCA in the mid ninety's was charging him incorrectly for his water. He requested under FOI information from my office, which I have given him. He has asked to address the Commission this month, and I have put him on the agenda.
6. We are still waiting to interview for the part-time position and taking over the finances. Maureen and I are waiting until the ordinance is adopted. As soon as the Town Council acts on the ordinance we will proceed.
7. Our collection rate for the sewer in the third quarter was ninety-five percent. For the first time in several years we have not had to rely on money from the Town to cover any of the WPCA expenses. We have gone a full year on our own revenues. Mike and his staff have done an outstanding job in helping to make this possible.
8. Finally, my three year anniversary was last week (December 3rd). I want to thank everyone on the WPCA Council, Mike and his staff for all their support these past three years. I look forward to working with everyone for a long time.

Administrator Lynch discussed item #4, stating he spoke with Sarah Cwikla and she has finished reviewing the low bidder's proposal for the Maple Avenue booster pump station and she did find one concern with the submitted bid from the Nutmeg Company regarding a recording line of the bid specs with the minimum amount required. She ran it by Attorney Ochsner and the company will be able to shift money to that line item from another line item and it will have not effect on the overall bid. The bid has been awarded to the Nutmeg Company and they should start work right away. Commissioner Hillman inquired why the Authority is not awarding the bid. She stated she has not seen the bid package or the bid specs to date. Administrator Lynch stated he will get the information and all of the bids to

Commissioner Hillman for review. A discussion was held regarding who should be awarding bids. Administrator Lynch stated the Nutmeg Company was the lowest bid and the bid has been verified. Commissioner Hillman inquired regarding salaries in the finance report, stating the numbers are incorrect and should be verified with the Finance Department. Administrator Lynch stated he will check with the Finance Department regarding the discrepancies. Chairman May stated sixty shut off notices were sent out and Administrator Lynch stated this number is higher than usual. Most of the clients pay once they receive a shut off notice. A normal month consists of approximately forty to forty five shut off notices.

j. Report from the Mayor

Mayor Jaskiewicz stated the Oxoboxo Bridge repairs have been completed and the bridge is open. Commissioner Thorn stated the signs depicting the road closure should be removed to avoid confusion. He requested the Commission excuse him from the meeting as he is not feeling well.

k. Report from Commission Attorney on Matters Referred.

Attorney Ochsner discussed the final product of the joint sub-committees working on the ordinance. The latest version includes the black lined version illustrating the amendments to the ordinance. Anything deleted has a line drawn through it and anything that has been added is underlined. The document has been reviewed by the joint committee, by the Town Attorney and himself for completeness and he feels it is ready for approval. He gave a brief breakdown, stating it was the intent of the joint sub-committee to make the ordinance consistent with the Charter Revision Commission in 1995 and to establish the Authority and its functions as a water and sewer commission. In 1995 the Charter Revision Commission recommended that certain contractual functions such as employment functions be handled directly by the WPCA as opposed to referring those matters to the Town Council, however this particular Charter Revision was never fully enacted. Chairman May stated the Town Attorney has proposed the adoption of an ordinance as the best avenue and it has been reviewed line by line and all of the discrepancies and wording has been cleaned up and is in line with what the Charter Revision intended in 1995. It was established that the WPCA take charge of its hiring and firing of personnel. Commissioner Hillman stated the document is in line with the intentions as reflected by the minutes, not by what they actual did or the WPCA would not need an ordinance because it would already be in the Charter. She stated some of the wording conflicts with the Charter and with the State Statutes. She does not think that an ordinance can be adopted that conflicts with both. Attorney Ochsner stated he does not agree with Commissioner Hillman and indicated he will look at the statutes and determine if the allegations made by Commissioner Hillman are correct. Commissioner Siragusa stated he sits on the sub-committee discussing the revisions to the ordinance with two members of the Town Council and two attorneys and the final document in the packet is the final result of the sub-committees work with supervision of the attorney. This is an ordinance, and is not the intent to change the Charter. Chairman May stated the intent of the Commission this evening is to forward the document to the Town Council for adoption. Attorney Ochsner stated if the Town Council chooses to adopt the ordinance there will be a public hearing at which time any comments can be addressed. Commissioner Hillman inquired regarding the legal clarification of the privately owned fire hydrants from last month. Attorney Ochsner stated he was in contact with several municipalities that do maintain privately owned fire hydrants and those municipalities have ordinances which do permit them to test private hydrants and to charge for these services. He recommends a provision in the ordinance that permits the WPCA to undertake this task. Commissioner Thorn inquired if there is an option for privately owned business to get their hydrants maintained privately with rules and regulations that conform to the town standards for inspection. Attorney Ochsner stated this is an option if there is a private company willing to provide paperwork to the WPCA that maintenance has been performed. Chairman May stated the Commission may need to draft an ordinance that states a fee will be charged to maintain fire hydrants and if they are privately owned the owner has the option to maintain the hydrants himself but he has to meet AWWA standards and prove the maintenance has been done. Attorney Ochsner stated if there is a charge for services it has to be an ordinance and can not be adopted as a policy, and it has to be established under the rate structure. A discussion was held regarding the number of privately owned hydrants in the town and Mr. Didato stated if the prison had someone with an Operator Distribution license they could do their own service on the prison property where there are several privately owned hydrants located. Mr. Didato stated it would be in the best interest of all and makes most sense to maintain the Montville Commons hydrants. It is a service that requires an ordinance or policy to avoid liability issues.

2. **Sewer Commission**

a. Report from Sub-Committees – none.

b. Report from Engineers

Richard Kruczek, URS Corporation, discussed his status report for Montville Facilities Plan projects with the Commission. He discussed the Facilities Plan, stating he has finished answering the questions asked by the DEP, the Commission and the public. As requested by DEP, any changes made to the facilities plan were done with Track Changes so they could see what has already been done, he submitted this document to DEP on November 23, 2010 and submitted a copy of the report and additional figures to Administrator Lynch. DEP has stated they are holding their final review comments pending the results of the pre-treatment capabilities of Rand Whitney. If there is anything that will change the treatment process at the plant due to pre-treatment, DEP would want to have the facilities plan altered to address the changes in the treatment process. He stated URS has spent one hundred percent of the fees allotted to them and are working at their own expense at this time. The Facilities Plan is now sitting in the hands of DEP. Chairman May stated he did not want the Facilities Study to be held up due to issues with Rand Whitney pre-treatment options. As soon as URS gets the final go ahead from DEP as to the corrections he will finalize the Facilities Plan. Administrator Lynch stated he has contacted Rand Whitney to come to a meeting to discuss this and they stated they will make themselves available to the Commission but could not attend this meeting. Chairman May stated he would like to move forward regardless of the proposal from Rand Whitney. He discussed smoke testing, stating it is complete and as expected there were minor findings related to an indirect cross connection between the storm and sanitary sewers. There were 186 buildings that were suspected of contributing to inflow. Building inspection is complete and has been summarized, and most of the residents have been cooperative in letting the crews into their homes. There were 48 refusals and sixteen clean water sources to the sanitary sewer and 180 sources with unknown discharge locations. The remaining filed work will start in the spring of 2011 when the groundwater is higher. He discussed dye tracing work, stating it started the last week of November. He hopes to be reimbursed for this work in the spring. There were sixty five locations done on private property. All the proper notices were sent out to the homeowners and it was put on the town's website as well. There will be approximately one hundred and twenty five tests overall. The first sixty five unveiled only two sources and did not define the sources to the sanitary sewer. Commissioner Hillman inquired who will pay for tests that go over the authorized seventy five tests performed. Mr. Kruczek stated he requested the Commission to move some of the funds from one test to another to avoid having to bill additionally for the tests. He was able to shift money around for the Phase I and II tests. Commissioner May requested the information and dates of approval for the additional tests be obtained by Administrator Lynch for the Commission to review. A discussion was held regarding why the dye and smoke testing is conducted and what they are looking for while conducting the tests. A list will be compiled of the results of all of the tests and the findings of each test. He discussed the SBR Blower Mod, stating he met with Northeast Utilities on November 17th and the purpose of the meeting was to secure funding through the NU program. The submittal was reviewed based upon the proposal and the cost savings for using the blower for the SBR and they accepted the proposal and are preparing a preliminary contract for the town to sign. The dollar amounts will be based upon the preliminary construction costs and those figures for the funds will be adjusted as the final construction costs come in.

Mr. Allain Asakainan, Maguire Group, spoke regarding the SBR Blower Mod. He stated he prepared the specs for the blower upgrade and the documents have been sent to the town for staff review. He hopes to put this contract out to bid on December 17th. He will allow a month for the bids to come in and expects more than average numbers of contractors to bid the job due to the poor job market and the poor economy. He discussed the timeline for ordering equipment from suppliers, stating it could take up to twenty weeks to get the blowers. He will work with the contractors and suppliers to get the equipment as fast as possible. He estimates the bids to come in between \$300,000 and \$350,000 depending upon the market at the time of the bid. The project will utilize SBR tanks 5 and 6 as the least costly way to put this out to bid. Commissioner Hillman inquired regarding the timeline for the completion of the project. The money for this project will come from STEP and grant money from CL&P. A discussion was held regarding the energy savings to the town with the use of the SBR Blower Mod. A payback on the equipment can be expected in the next five to six years.

Motion made by Commissioner Siragusa, seconded by Commissioner Hillman to move agenda items 3 (d) (2) and agenda item 3 (d) (4) (a) to the top of the agenda for discussion. Discussion, Commissioner Thorn stated he is in favor of moving the agenda items so the people who are waiting to speak do not have to sit through the whole meeting to do so. Voice vote, 4-0, all in favor, motion carried.

3 (d) 2. To consider and act on a motion to discuss the past due account of #303 Route 32 (Ginsberg)

Administrator Lynch stated Mr. Ginsberg owns a piece of property across from the Town Hall and Mr. Ginsberg is requesting to have his past due account for water use waived by the Commission. Mr.

Ginsberg does not have a billing discrepancy, he has a problem with the method of the way the office bills. Everyone is billed under the same method and it is customary to bill in this way.

Mr. Ginsberg stated he has been to many meetings over many years and has spoken with many people regarding the situation he has with his water bill. There isn't one single person in the Town of Montville who has not heard him who has not had a reason to say he has a point and at each point they say they can not do anything about it and send him to a different department. He feels as if he is going around in circles and is requesting the Commission give him the name of the person who will speak with him to come to an agreement regarding his issue with his billing. He stated his bill is approximately twelve hundred dollars due to interest on a twenty dollar water bill years ago. He explained he has a rental building that contains seven rental units and he is being billed separately for each unit and he feels it is illegal and unconstitutional to bill him separately for each unit. He stated the United States government states he can not be billed for something that he does not get and he has an issue with the billing system used by the Town. He feels he is being billed for an excess amount of water based on the capacity of use for his building. He asked Attorney Ochsner for an opinion regarding his dilemma, he stated he has left a packet of material at the request of his attorney. Attorney Ochsner stated he has the packet and is in the process of reviewing the materials. Chairman May asked Mr. Ginsberg to call the WPCA office in a couple of weeks to get a progress report.

4. Executive Session

a. To consider and act on a motion to enter into Executive Session for the purpose of discussions regarding strategy and negotiations related to collective bargaining with the WPCA (Water Pollution Control Authority) bargaining unit. Invited into executive session will be Commissioners Hillman, Siragusa, May, Thorn, Superintendent Didato, Administrator Lynch, Attorney Eileen Duggan and Attorney Ron Ochsner. Motion made by Commissioner Thorn, seconded by Commissioner Siragusa, discussion, none, voice vote, 4-0, all in favor, motion carried and invited parties left chambers for executive session at 8:30 p.m., returning at 9:18 p.m. Chairman May resumed the meeting and indicated no formal votes were taken during Executive Session.

c. Old Business

1. Motion made by Commissioner Thorn, seconded by Commissioner Siragusa to review and discuss final amendments to the WPCA Rules and Procedures document. Discussion, Chairman May indicated the special meeting to discuss the rules and procedures document was cancelled because he did not receive a final clean copy from the attorney as requested prior to the meeting. Commissioner Siragusa submitted his recommended changes for the document. Commissioner Hillman indicated she has the original copy of the document she will distribute to everyone if a special meeting to discuss this matter is scheduled. A discussion was held regarding the need for Track changes and date stamps on each updated document to make it easy for everyone to understand and follow. Commissioner Hillman reviewed the amendments she would like to see implemented into the final document. A discussion was held regarding the use of a ledger to record votes and attendance at meetings for quick reference. A discussion was held regarding a two thirds vote and Administrator Lynch explained the two third vote per Freedom of Information act. Administrator Lynch indicated he will add the definition of a two thirds vote per FOI to the document. Motion made by Commissioner Hillman, seconded by Commissioner Siragusa to postpone this discussion until next month. Discussion, none, voice vote, 4-0, all in favor, motion carried.

d. New Business

1. To consider and act on the payment of bills.

SAR 2010-034. THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES to pay bills in the amount of \$76,296.00 per attached Schedule A.

Motion made by Commissioner Thorn, seconded by Commissioner Siragusa. Discussion, Administrator Lynch indicated all of the bills were incorporated in the Commission packet for review prior to the meeting. Roll call vote, 4-0, voting in favor were Commissioners Hillman, Siragusa, Thorn and May. Voting in opposition, none, Resolution adopted.

2. To consider and act on a resolution to approve and adopt the 2010-2011 Sewer budget.

SAR 2010-035. THE TOWN OF MONVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES to adopt the 2010-2011 Sewer budget in the amount of \$5,720,139.00

Motion made by Commissioner Thorn, seconded by Commissioner Siragusa. Discussion, Administrator Lynch stated he had to amend the budget based on the ruling with the arbitrators. He sat with Attorney Ochsner and the accountant used in the procedures for the arbitration to make sure the numbers are correct. The line items that were reduced were legal bills, chemicals, maintenance upkeep, electricity, and sludge removal. Overall \$800,000 was moved out of the revenue side and is now reflected in the expenditure side. All if the changes are reflected in the budget handed out to the Commission for review. Commissioner Hillman requested the budget in a different format for easier reading.

Roll call vote: 4-0, all in favor, voting in favor of adopting the resolution were Commissioners Hillman, Siragusa, Thorn and May. Voting in opposition, none, Resolution adopted.

3. To consider and act on a resolution to accept and forward to the Town Council an ordinance entitled "Ordinance Amending Chapter 21 Compensation" drafted and presented by the joint sub-committee of the Town Council and the Water and Sewer Commission.

SAR 2010-036. THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES to accept and forward to the Town Council an ordinance entitled "Ordinance Amending Chapter 21 Compensation" drafted and presented by the joint sub-committee of the Town Council and the Water and Sewer Commission.

Motion made by Commissioner Thorn, seconded by Commissioner Siragusa. Discussion, Chairman May inquired as to why the ordinance is being approved piece by piece instead of as a whole and it was determined it was at the suggestion of the Town Clerk to do it this way to comply with Freedom of information.

Roll call vote, 3-1, voting in favor of adopting the resolution were Commissioners Siragusa, Thorn and May. Voting in opposition was Commissioner Hillman. Motion carried, resolution adopted.

4. To consider and act on a resolution to accept and forward to the Town Council an ordinance entitled "Ordinance Amending Chapter 313 Sewers and Sewage Disposal" drafted and presented by the joint sub-committee of the Town Council and the Water and Sewer Commission.

SAR 2010-037. THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES to accept and forward to the Town Council an ordinance entitled "Ordinance Amending Chapter 313 Sewers and Sewage Disposal" drafted and presented by the joint sub-committee of the Town Council and the Water and Sewer Commission.

Motion made by Commissioner Thorn, seconded by Commissioner Siragusa. Discussion, none. Roll call vote, 3-1, voting in favor were Commissioners Siragusa, Thorn and May. Voting in opposition was Commissioner Hillman. Motion carried, resolution adopted.

5. To consider and act on a resolution to accept and forward to the Town Council an ordinance entitled "Ordinance Amending Chapter 386 Water" drafted and presented by the joint sub-committee of the Town Council and the Water and Sewer Commission.

SAR 2010-038. THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES to accept and forward to the Town Council an ordinance entitled "Ordinance Amending Chapter 386 Water" drafted and presented by the joint sub-committee of the Town Council and the Water and Sewer Commission.

Motion made by Commissioner Thorn, seconded by Commissioner Siragusa. Discussion, none. Roll call vote, 3-1, voting in favor were Commissioners Siragusa, Thorn and May. Voting in opposition was Commissioner Hillman. Motion carried, resolution adopted.

6. To consider and act on a resolution to approve and forward to the Town Council the proposed amended ordinance drafted by the joint sub-committee of the Town Council and the Water and Sewer Commission with a recommendation for approval.

SAR 2010-039. THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES to forward to the Town Council the proposed amended ordinance drafted by the joint sub-committee of the Town Council and the Water and Sewer Commission with a recommendation for approval.

Motion made by Commissioner Thorn, seconded by Commissioner Siragusa. Discussion, none. Roll call vote, 3-1, voting in favor were Commissioners Siragusa, Thorn and May. Voting in opposition was Commissioner Hillman. Motion carried, resolution adopted.

3. **Water Commission**

- a. Report from Sub-Committees – none.
- b. Report from Engineers – none.
- c. Old Business – none.
- d. New Business

1. To consider and act on the payment of bills.

SAR 2010-040. THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES to pay bills in the amount of \$54.00 per attached Schedule B.

Motion made by Commissioner Hillman, seconded by Commissioner Thorn. Discussion, none, Roll call vote, 4-0, voting in favor were Commissioners Hillman, Siragusa, Thorn and May. Voting in opposition, none, all in favor, resolution adopted.

3. To consider and act on a motion to discuss a water line extension on Woodland Drive.

Administrator Lynch requested the Commission to postpone this discussion until further notice. He explained he has been approached by the residents of Woodland Drive requesting the water line be extended to Woodland Drive. A correspondence was sent to the Town Council Chairwoman asking for an extension. He asked that representatives from Woodland Drive attend this meeting but they did not show. Chairman May stated a conceptual idea should be discussed prior to any formal decisions and before a public hearing is held regarding the extension. There are steps to take and questions that need answering prior to any public discussions regarding this matter. Commissioner Hillman stated the residents have the right to speak at any public hearing and are invited to do so.

5. Remarks from the Public – Each speaker will be limited to three minutes of speaking time, including questions and answers for information. Debate with Commission members will not be allowed.

Mr. John Geary, 11 Depot Road, suggested the term “titled” be used instead of “entitled”. He discussed the budget approval and stated it should contain the budget amount requested. Administrator Lynch stated he did look into this and it was determined the amount of the budget request does not have to be reflected on the agenda. He is in favor of the use of a ledger to record votes and attendance at meetings for easy access to information. He suggested recording the resolution numbers in a ledger as well and to put a copy of this in the vault at the town hall for those who are researching information.

6. Remarks from Commission Members

Chairman May suggested all documents submitted to the Commission be documented with a date stamp to keep everything in order and to avoid repeating unnecessary steps.

Commissioner Hillman wished all the Commission members a happy and safe holiday.

7. Adjournment

Motion made by Commissioner Siragusa, seconded by Commissioner Hillman to adjourn the meeting at 10:30 p.m. Discussion, none, voice vote, 4-0, all in favor, motion carried.

Respectfully Submitted by:

Audrey Ulmer, Recording Secretary for the Town of Montville.

Schedule A

Branse, Willis & Knapp, LLC	\$ 1,296.00
Robinson & Cole	\$75,000.00 (partial payment toward invoice #50000885)
	Total: \$76,296.00

Schedule B

Branse, Willis & Knapp, LLC	\$54.00
	Total: \$54.00