

Approved: \_\_\_\_\_

## Meeting Minutes

Town of Montville Water and Sewer Commission  
Monday, May 6, 2013 - Town Council Chambers – Montville Town Hall – 7:00 p.m.

### 1. 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. after establishing a quorum.

#### b. Pledge of Allegiance

All stood and pledged the flag.

#### c. Roll Call

Present were Commissioners Schober, Siragusa, Thorn, and May. Also present were Superintendent Michael Didato, Administrator Brian Lynch, Mayor Ronald McDaniel and Town Council Liaison Joseph Jaskiewicz.

#### d. Alterations to the Agenda

Motion to add to Old Business, Item 1 an authorizing resolution to obtain clean water fund financing for water pollution abatement facilities made by Councilor Jaskiewicz; seconded by Commissioner Thorn; discussion, none; voice vote, 5-0; all in favor; motion carried.

#### e. To consider and act on a motion to approve the minutes of April 1, 2013.

Motion to approve the minutes of April 1, 2013, made by Councilor Jaskiewicz; seconded by Commissioner Thorn; discussion, none; voice vote, 5-0, all in favor; motion carried.

#### f. Communications pertaining specifically to matters which concern the Commission.

Mayor McDaniel mentioned a letter he sent to Chairman Tim May regarding correspondence that Chairman May had sent to the Mayor

#### g. Remarks from the Public Regarding Items on the Agenda with a three minute limit.

None

#### h. Report from Commission Attorney on Matters Referred -- None

#### i. Report from Administration Division

Administrator Lynch submitted a report for April 2013 as follows (*submitted in the packet*):

1. I sent the letter to the Chairperson of the Town Council, requesting that the money the WPCA owes to the Town be forgiven. I have not received a response from the Council yet.
2. I drafted a legal notice (which is in your drop box) that I want to publish in the local newspaper for the replacement of the barn roof at the Treatment Plant. The integrity of the roof has been compromised from all the recent storms. A number of the shingles on the roof have fallen off; the last two hurricanes have also done damage. This is the original roof, and it's over twenty years old. It would be wise for us to make the

necessary repairs before we place the solar panels on it. I would like to get some estimates on the cost before I bring this project before the Commission.

3. We recently received an NOV (notice of violation) from the State Drinking Water Section, with regards to a water sample that was not taken in November. (We were required to take two samples and we only took one.) We have taken the appropriate steps to correct this problem. Mike has spoken to our water Operator, and we have submitted all the necessary paper work to the State to show that we have corrected the error.
4. I met with Bill Warzecha of the State Drinking Water Section, along with Sara Cwikla (our water engineer), to discuss the possibility of funding for the proposed water line on Route 163. Bill was going to go back to the State to see if we might be eligible for money, based on the problem the school is having. He is also going to see if the remaining money from the Palmertown Project could be used for this project. I hope to hear back from him later in the month.
5. I recently met with a representative from Webster Bank about funding for our solar project. He informed me that we can obtain funding on an appropriation-backed loan. By asking the Town to back this project in this way, we could avoid a Town Meeting. We would not have to go to referendum, either.

Regarding questions by Councilor Jaskiewicz and Commissioner Siragusa about Item 3 of the Administrator's Report, Administrator Lynch responded that the water, not the sewer, was not in compliance. He added that a double check system is now in place to prevent any future oversights. Administrator Lynch also discussed the proposed motion added to the agenda to authorize a resolution to obtain Clean Water Fund financing for water pollution abatement facilities.

**j.**     Report from Operations Division

Superintendent Didato discussed the April 2013 reports as follows (*submitted in the packet*):

1. With the available data to date the Water Pollution Control Facility (WPCF) continues to be in full compliance of its NPDES permit.
2. There were no treatment plant odor complaints last month. However, we did investigate two field complaints. One in the area of Derry Hill. The other complaint (different day) was in the area of Power House & Lathrop. All of our equipment was operating correctly in our service area.
3. Sludge thickness averaged over 6%.
4. We averaged 65 lbs/day of nitrogen in our discharge last month. The new limit for calendar year 2013 is 122 lbs/day.
5. We assisted Green Point Energy with putting a couple of panels at our facility. During their visit I inquired about the condition of the roof on our barn. It is over 20 years old and it is in need of repair from the high winds we have endured this year. I know it is likely to be a \$40k project with a standard roof. However, it is expected to cost more if we install a sliding seam roof as recommended by Green Point Energy. **UPDATE:** Brian and I constructed an RFP for this roof project.
6. On April 4th we had the required OSHA training for Hazardous Communication. It included the new Globally Harmonized System (GHS) of classification and labeling of chemicals.
7. We have been using the new jet/vac truck. As you may or may not know our treatment facility is required to maintain a storm water permit with the state of CT. This permit

requires us to perform testing, sampling, and cleaning of catch basins. This month we used our jet/vac truck to clean out our catch basins. The truck is incredibly powerful! We also used our truck to suck grease out of some of our pump station wet wells. Additionally, the truck and one of our staff has started to work on the public works catch basins. Right now we are scheduling 3 days a week for the public works catch basins.

8. The Montville WPCF is required to chlorinate its effluent starting May 1<sup>st</sup> of each year. However, the DEP does allow our facility to start 15 days early of the mandatory May 1<sup>st</sup> date to work out any bugs that may be found in the system. We exercised that option and started our chlorination system in April. We effectively rehabbed the whole complicated system. It is now up and running very well. On a similar note, we completely pumped out the chlorine contact chamber and cleaned it to insure proper disinfecting for the seasonal DEEP fecal coliform sampling and testing.
9. I responded to many email and phone inquiries from FEMA for reimbursement from storm Sandy.
10. We got our delicate lab balance calibrated as per DEEP.
11. We worked on getting the required information for town ISO fire protection rating.
12. I worked with URS on the head works project. I provided them with more information and blue prints.
13. We responded numerous times to the Village Apartment pump station. Baby wipes, rags and (a whole shirt) keep plugging up the pumps. We have billed them accordingly.
14. We had to pull a pump out of the wet well at Massapeag pump station. Our staff fixed the pump and got it working again.
15. Worked on finalizing a contract with Constellation Energy. That is the program we are on for load shedding using our generators. I estimate a revenue of \$46,000 for the term of the contract.
16. We had a demonstration of new equipment at our facility. A trailer mounted device was brought in from OHxyPhogg. The equipment is used to eliminate odors, decrease corrosion, and prevent Fats, Oils, and Grease (FOG) from developing in sewer pump station wet wells. I am trying to get them to run a 2 month test free of charge at one of our stations.

Superintendent Didato commented on a sinkhole found that morning that will require excavation and will be budgeted. He also spoke briefly on the requested three-page summary regarding job descriptions and duties and the SCADA system. Mayor McDaniel said it would be discussed in detail in executive session later in the meeting.

**k.**     Report from the Mayor

Mayor McDaniel gave kudos to the Commission for its work on the water line break on Avery.

**l.**     Report from special or sub-committees -- None

**m.**     Report from Engineers -- None

**n.**     Old Business

1. To consider and act on a motion for an authorizing resolution which is required to obtain Clean Water Fund financing for water pollution abatement facilities that it is in the best interest of the Town of Montville to enter into contracts with the Department of Energy & Environmental Protection. In furtherance of this resolution, Ronald McDaniel, the

Mayor, is duly authorized to enter into and sign said contracts on behalf of the Town of Montville. The Mayor is further authorized to provide such additional information and execute such other documents as may be required by the state or federal government in connection with said contracts and to execute any amendments, rescissions, and revisions thereto.

**SAR NO. 2013-38 THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES** to authorize Clean Water Fund financing for water pollution abatement facilities that it is in the best interest of the Town of Montville to enter into contracts with the Department of Energy & Environmental Protection. In furtherance of this resolution, Ronald McDaniel, the Mayor, is duly authorized to enter into and sign said contracts on behalf of the Town of Montville. The Mayor is further authorized to provide such additional information and execute such other documents as may be required by the state or federal government in connection with said contracts and to execute any amendments, rescissions, and revisions thereto. Motion made by Commissioner Schober; seconded by Commissioner Thorn; discussion, none; Roll Call vote, in favor Commissioners Schober, Thorn, Siragusa, May and Councilor Jaskiewicz; vote 5-0, all in favor, motion carried.

**o.**     New Business

1. To consider and act on a motion to approve the Sewer Budget for fiscal year 2013 – 2014 in the amount of \$5,446,150.00 (Five Million Four Hundred Forty-Six Thousand One Hundred Fifty-Three Dollars).

**SAR NO. 2013-39 THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES** to approve the Sewer Budget for the fiscal year 2013-2014 in the amount of \$5,446,150.00 (Five Million Four Hundred Forty-Six Thousand One Hundred Fifty-Three Dollars). Motion made by Councilor Jaskiewicz; seconded by Commissioner Siragusa; Discussion—Administrator Lynch spoke on the drop in water use by the casino and his meetings with the Finance Director, the Mayor and Superintendent Didato to realize a realistic budget and Commissioner May praised the timeliness of the budget; Roll Call vote, in favor Commissioners Schober, Thorn, Siragusa, May and Councilor Jaskiewicz; vote 5-0; all in favor, motion carried.

**p.**     Reports/referrals from Planning & Zoning – none.

**q.**     Payment of bills

1. THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES to pay bills in the amount of Three Thousand Eight Hundred Sixty-Six Dollars and Zero Cents (\$3,866.00), per the attached Schedule A.

**SAR NO. 2013-40 THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES** to pay bills in the amount of Three Thousand Eight Hundred Sixty-Six Dollars and Zero Cents (\$3,866.00), per the attached Schedule A. Motion made by Commissioner Jaskiewicz, seconded by Commissioner Schober, discussion, none; Roll Call vote, in favor were Commissioners Schober, Siragusa, May, Thorn; and Councilor Jaskiewicz; vote 5-0; all in favor; motion carried.

**2.     Water Commission**

**a.**     Report from Sub-Committees – None

**b.**     Report from Engineers

1. To consider and act on a motion to request the waiver of bid requirements for engineering services and extend the contract with GHD (Stearns & Wheler)

for the Palmertown Water extension to the Montville High School and forward on to Town Council for final approval.

**SAR NO. 2013-41 THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES** to waive the bid requirements for engineering services and to extend the contract to GHD (Stearns & Wheeler) for the Palmertown Water extension to Montville High School, and forward on to the Town Council for final approval. Motion made by Councilor Jaskiewicz; seconded by Commissioner Thorn; Discussion—Administrator Lynch spoke of the costs associated with the initial phase, \$17,000, and the inclusion of an out clause in the proposed contract should it not be approved by the Town Council; Commissioner May read an email from Eric Callahan about language, negotiation conditions of the proposed and also commented on the benefits of the extended water line; Commissioner Siragusa questioned the Commission’s endorsement of water to Montville High School; Roll Call vote, in favor Commissioners Schober, Thorn; May and Councilor Jaskiewicz, opposed Commissioner Siragusa; vote 4-1; motion carried.

c. Old Business

d. New Business

1. To consider and act on a motion to approve the Water Budget for fiscal year 2013-2014 in the amount of \$1,070,700.00 (One Million Seventy Thousand Seven Hundred Dollars). To forward it on to Town Council for final approval.

**SAR NO. 2013-42 THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES** to approve the Water Budget for the fiscal year 2013-2014 in the amount of \$1,070,700.00 (One Million Seventy Thousand Seven Hundred Dollars), and forward it on to Town Council for final approval. Motion made by Commissioner Thorn; seconded by Counselor Jaskiewicz; Discussion—Administrator Lynch commented on the “tight, conservative” budget, the decrease in water sold to the Mohegan Sun Casino; but reiterated that a rate increase would be a necessity next year; Roll Call vote, in favor Commissioners May, Schober, Siragusa, Thorn and Councilor Jaskiewicz; vote 5-0; all in favor, motion carried.

e. Payment of Bills – None

f. Executive Session

1. To consider and act on a Motion to enter into executive session for the purpose of discussing strategy and/or negotiations with respect to current pending collective bargaining with the MAME bargaining unit. This action is taken without prejudice to the WPCA’s right to discuss these matters in a private meeting pursuant to Connecticut General Statutes §1-200(2). Executive Session to include WPCA Commission, Mayor Ron McDaniel, and Attorney Eileen Duggan.

Motion to enter into executive session at 7:50 p.m. for the purpose of discussing strategy and/or negotiations with respect to current pending collective bargaining with the MAME bargaining unit made by Commissioner May; seconded by Commissioner Thorn. This action is taken without prejudice to the WPCA’s right to discuss these matters in a private meeting pursuant to Connecticut General Statutes §1-200(2). Executive Session to include WPCA Commission, Mayor Ron McDaniel, and Attorney Eileen Duggan. Discussion, none; voice vote; 5-0; all in favor; motion carried. Administrator Lynch and Superintendent Didato left the meeting at this time.

Commissioner May returned the Commission to open session at 8:25 p.m. with no votes taken.

2. To consider and act on a Motion to approve the revised job descriptions of the Administrator and Chief Plant Operator/Superintendent, then forward on to the Town Council for approval.

**SAR NO. 2013-43 THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES** to consider and act on a Motion to approve the revised job descriptions of the Administrator and Chief Plant Operator/Superintendent, then forward on to the Town Council for approval. Motion made by Councilor Jaskiewicz; seconded by Commissioner Thorn; Discussion, none; Roll Call vote, in favor Commissioners Schober, Thorn, May, Siragusa and Councilor Jaskiewicz; vote 5-0; all in favor; motion carried.

- g.** Remarks from the Public -- None
- h.** Remarks from Commission Members

Commissioner May thanked everyone for their attendance at the meeting.

- i.** Adjournment

Motion made by Commissioner May; seconded by Commissioner Thorn to adjourn the meeting at 8:27 p.m.; discussion, none, voice vote, 5-0, all in favor, motion carried.

Respectfully Submitted by:

Gloria J. Gathers  
Recording Secretary, Town of Montville  
Cc: Schedule A

Branse, Willis & Knapp, LLC

\$3,866.00