

Approved: _____

Regular Meeting Minutes
Town of Montville Water and Sewer Commission
Monday, June 2, 2014
Town Council Chambers – Montville Town Hall – 7:00 p.m.

1. Water and Sewer Commission

a. Call to Order

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

b. Pledge of Allegiance

All stood and pledged the flag.

c. Roll Call

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

d. Alterations to the Agenda -- None

e. To consider and act on a motion to approve the meeting minutes of May 5, 2014.

Motion to approve the Regular Meeting Minutes of May 5, 2014, made by Commissioner Siragusa; seconded by Commissioner Thorn; discussion, none; voice vote, 5-0, all in favor; motion carried.

A motion for approval of the February 6, 2014, special meeting minutes will be added to the June meeting agenda.

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

Town Councilor May relayed that he spoke with Town Council Chair J. Jaskiewicz concerning a date for having the GHD give a presentation of the water situation to the Town Council.

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

Town Councilor May asked three times for remarks. There were none.

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

i. Report from Administration Division

Administrator Lynch submitted an activity report for May 2014 that was included in the packet as follows:

1. We are continuing to work on the upgrade of the accounting system. Tyler Technology will be coming into the office in June for some hands on training. We are still on track to switch over to the Munis for July 1st.

2. Mike and I have representatives from CL&P coming to the plant to discuss some energy programs. We are always looking to reduce our electrical usage. We hope that there might be some financial assistance to some of the programs they offer.
3. Every year we have to send each customer on the water system a CCR Report (Consumer Confidence Report). This is mandated by the Department of Public Health. This year, we didn't have to mail the report to each home. Because our system is small, we were able to take advantage of the Governor's mailing waiver. We will put a legal notice in the paper letting people know that the CCR Report is available in the WPCA Office.
4. The public hearing was held for the new water rates on May 12th. There was no discussion from citizens at the meeting. At the Town Council meeting later that night, the Council voted on the new water rates and the new water connection fee schedule. I answered a few questions from some of the Council members. I also reminded them that we might be back next year depending on what Groton does with their water rates.
5. A couple of our larger delinquent accounts were brought current this past month. Refinancing and foreclosures have attributed to the payoffs.

Administrator Lynch stated that the Commission no longer has outstanding debt and is in great financial shape. He also responded to Town Councilor May regarding solar energy sources discussed a few years ago stating that there is an agreement in place that ends in May and another source will be pursued. A letter will be generated accordingly. Administrator Lynch also summarized for Commissioner Murphy prior debt to the Town and the current solvent status of the Commission. He then stated that he is working with an accountant to scribe a policy for a reserve fund and a banking policy in order to move funds. These items will be brought forward for discussion at the August Commission meeting. Town Councilor May also mentioned looking into funds for headworks prior to completing work on manholes that were covered.

j. Report from Operations Division

Superintendent Didato submitted a report for May 2014 that was included in the package, as follows:

1. With the available data to date the Water Pollution Control Facility (WPCF) continues to be in full compliance to its NPDES permit.
2. There were no treatment plant odor complaints last month.
3. Sludge thickness averaged 4.7% for last month.
4. We averaged 92 lbs/day of nitrogen in our discharge over the last month. This year, we will be receiving a check in the amount of 25 thousand from the Long Island Sound Nutrient Reduction Program.
5. Regarding the new generator and headwork's project, we had another plant shut down to make final connections for the new generator. On the headwork project, we had a major concrete pour. From here, the project should develop much faster. I continue to spend time with the contractors facilitating and coordinating both projects.
6. We still don't have our turbo blower back. Brian spoke to someone high up in the company with no results and empty promises. I am extremely frustrated with the vendor.

7. RCA had a week long shut down at the paper mill. This resulted in no RWC discharge. The characteristics of our microbiology changes dramatically when RWC shuts down. However, we made all the correct process control changes to accommodate and anticipate the effects. This also afforded us with the opportunity to do important projects. We cleaned our chlorine contact chamber tank and water supply tanks. This reduces chlorine use and helps with achieving a good kill of pathogenic organisms.
8. After normal working hours on May 21, 2014, wastewater was reported leaking on the road in the location of Sandy Desert Road and Route 32. I responded and diagnosed the problem to be a gravity sewer line issue and not a forced line problem as had happened in the recent past. The problem was corrected quickly due to the response of our extremely competent staff and having our own vac truck! The abbreviated details of the problem are that we had a blockage in what is called a drop leg inside a manhole. Not a sewer line. However, the vac truck sucked up rags and debris from the broken PVC drop leg clearing the obstruction.
9. We had problems at our Avery I and Avery II pump stations in May. Simply put, our Avery II pump station had a weak breaker, and our Avery I station had problems with a rebuilt pump. The new breaker should be installed this week and the rebuilt pump was removed by our staff and repaired free of charge by the machine shop that did the rebuild. During the time the Avery I pump station was running on one pump, I had a portable Godwin pump set up as a backup. This turned out to be a prudent decision as we had a small control problem with the one pump we had on line. All is well now with NO wastewater spills.
10. Previously, we had major upgrades to our potable water pressure reducing station (PRV). This included new piping and valves. In May the station was thoroughly cleaned and painted.

Supervisor Didato again reported that RWC has been working cooperatively. He also addressed the blower issue relating the cost for the same and the age of the blower, 4 years old. Commissioner Siragusa asked whether the blower had a manufacturer's guarantee and Supervisor Didato stated it did indeed. Supervisor Didato also informed the Commission that a staff person is now out on workers compensation, a notification previously requested by Commissioner Siragusa. Also, he thanked the Commission for authorizing the jet vacuum truck that removes waste water within minutes.

k. Report from the Mayor

Mayor McDaniel thanked Administrator Lynch and Supervisor Didato for the "good job" done regarding the removal of the blockage near the casino, and reported in Supervisor Didato's report. He also reported on a meeting earlier today with the COG and available funding (loans) of up to 2 percent to towns for priority drinking and waste water projects and restructuring plans for towns regarding excess water. The Town's plan for the same will be updated and any comments can be submitted to the COG website. Also, tomorrow he and Administrator Lynch will view a CPAC webinar to allow towns to cooperatively utilize solar programs.

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

m. Report from Engineers -- None

n. Old Business -- None

o. New Business -- None

p. Reports/referrals from Planning & Zoning

Commissioner Siragusa reported that a property on Route 32 near Mohegan Church Road has been subdivided into parcels for affordable housing. Mayor McDaniel added that 78 units will be built in the first phase and 80 percent of them will be affordable.

q. Payment of bills -- None

1. Water Commission

a. Report from Sub-Committees -- None

b. Report from Engineers -- None

c. Old Business -- None

d. New Business --None

e. Payment of Bills – None.

f. Executive Session --None

g. Remarks from the Public

Town Councilor May asked three times for remarks. There were none.

h. Remarks from Commission Members -- None

i. Adjournment

Motion made by Commissioner Thorn, seconded by Commissioner Siragusa to adjourn the meeting at 7:32 p.m.; discussion, none; voice vote, 5-0; all in favor, motion carried.

Respectfully Submitted by:

Gloria J. Gathers
Recording Secretary, Town of Montville