

**Regular Meeting Minutes**  
**Town of Montville Water and Sewer Commission**  
**September 9, 2016**  
**Town Council Chambers – Montville Town Hall – 6:00 p.m.**

**1. Water and Sewer Commission**

**a. Call to Order**

WPCA Vice-chairman Thorn called the regular meeting of the Water and Sewer Commission to order at 6:00 p.m.

**b. Pledge of Allegiance**

All stood and pledged the flag.

**c. Roll Call**

Present were Commissioners Deborah Schober, Gary Murphy, Anthony Siragusa, and Robert Thorn. WPCA Chairman/Town Council Liaison Timothy May was absent. Also present were Administrator Brian Lynch, Superintendent Michael Didato, and Mayor Ronald McDaniel. A quorum was present.

**d. Alterations to the Agenda - None**

**e. To consider an act on a motion to approve the Regular Meeting Minutes of June 6, 2016**

Motion by Commissioner Siragusa, seconded by Commissioner Murphy to approve the Regular Meeting Minutes of June 6, 2016. Discussion, none. Voice vote, 4-0; all in favor. Motion carried.

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

Administrator Lynch commented on correspondence from the Montville Athletic Boosters that he said he would discuss under his report, Item 1.i.

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

Vice-chairman Thorn asked three times for remarks. There were none.

**h. Commission Attorney on Matters Referred -- None**

**i. Report from Administration Division**

Administrator Lynch submitted an activity report as of August 2016 that was included in the packet as follows:

1. The year-end audit for the Town started last week. Scott Bassett has been in a couple of times, working with Maureen to get the WPCA books ready for the auditors.
2. I have made arrangements with Dime Bank (at the Montville branch only) to accept water and sewer payments.
3. Water and sewer bills will be going out October 1<sup>st</sup>. This will be the first billing period that will reflect the reduction in the rate.

4. I have been approached by the Montville Athletic Booster Organization about helping with a capital project. They have installed an event sign located at the four corners near the High School. The Athletic Department is offering time to the Town of Montville to broadcast emergency notifications or other Town news. I think this could benefit the WPCA in many ways. We could broadcast line breaks, hydrant flushing, and when the water and sewer bills will be going out. I do not regard this as a donation. Rather, our one-time payment will buy us time to advertise WPCA events as needed.
5. I will be on vacation the week of September 19<sup>th</sup>.

Administrator Lynch responded to questions regarding the correspondence from the Montville Athletic Booster Organization. He explained that for every hour during the day the WPCA would be given a 15-minute slot of time to advertise. (See Administrator's Report above.) Administrator Lynch stated that the Boosters are looking for \$3,000, but he did not know whether the Boosters had approached the Town and whether there is a policy and who will control the sign (Mayor McDaniel). The Administrator said he had spoken with Superintendent of Schools B. Levesque who said that the Athletic Director would control the sign. Vice-chairman Thorn asked if there was a timeline for a decision and also said that he wanted feedback from the Town Administration on the issue. Commissioner Schober asked how quickly a water break would be announced—within an hour according to Administrator Lynch. Commissioner Murphy commented that he lives in the area where the sign is located and stated that the sign is noticeable causing some to stop their vehicles to read the sign. Vice-chairman Thorn suggested that the Commission wait until Chairman May returns for further discussion and consideration. Mayor McDaniel also suggested that the WPCA also reviews the policy regarding the same.

**j.**     Report from Operations Division

Superintendent Didato submitted an operating reporting as of August 2016 that was included in the packet 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.
2. There were no treatment plant odor complaints last month.
3. Sludge thickness averaged about 4.6%.
4. We had an average of 46 lbs/day of nitrogen in our discharge last month.
5. Wright-Pierce has continued to work on designing and getting a bid spec together for the antiquated chlorination system.
6. We had better luck with our sample results for potable water TTHMs. The flushing protocol outlined and submitted to the DPH in addition to other operational adjustments yielded substantially better results, well within acceptable limits. **Update:** The last sample taken was 93.4. Historically, this time of year yields the worst results. More to follow.
7. We set up a temporary pump to augment water supply to RWC. A new pump will need to be procured to replace a very old pump that has been online 24/7 for 15+ years. This summer has been incredibly dry and RWC is using a lot of our effluent to make paper.
8. A transformer on a telephone pole blew out last week. Subsequently, it spike our Holly Hill pump station with a surge of electricity. As a result, more work needs to be completed to get it operating normally.

9. We have had a number of issues that have been resolved since we last met. Some items include...We pumped down SBR #4 and repaired a broken pipe that feeds the diffusers. We exchanged an impeller at our Woodland pump station to get the pump to operate within the correct part of the pump curve. We replaced the original main isolation valves and check valves at our Massapeag pump station. Responded to our Avery 1 pump station on a weekend for a small overflow in front of the station. It was called in to the proper regulatory agencies and swiftly corrected. The low 120 voltage control power spiked and blew a surge protector. No damage resulted.

Superintendent Didato also commented on a leak on Route 32 that had no effect on water use or users. He said the matter would be discussed with the engineers.

**k.**     Report from the Mayor

Mayor McDaniel reported that he is working through issues concerning the anaerobic pre-treatment system that will eventually be discussed in executive session.

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

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

**n.**     New Business

1. THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES to approve year end budget transfers. \$96,940.40 from 99-405000-57090 (Engineering) to 99-406000-58030 (Equipment Replacement Fund). Motion – Discussion – Roll Call

**SAR NO. 2017-76 THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES** to approve year end budget transfers of Ninety-Six Thousand Nine Hundred Forty Dollars and Forty Cents (\$96,940.40). Motion made by Commissioner Siragusa; seconded by Commissioner Schober. Discussion: Administrator Lynch explained that the transfer resulted from the tractor trailer that went into a sink hole at J. Geary's house. Roll Call vote, all in favor, Commissioners Murphy, Schober, Siragusa, and Vice-chairman Thorn, 4-0. Motion approved.

**o.**     Old Business -- None

**p.**     Reports/referrals from Planning & Zoning

Administrator Lynch reported on the status of the Faria property wherein the department was asked to review water and sewer capacity for anticipated 77 housing units.

**q.**     Payment of bills

1. THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES to pay bills in the amount of Two Thousand Eight Hundred Seventy-Five Dollars and Zero Cents (\$2,876.00), per the attached Schedule B. Motion – Discussion – Roll Call

**SAR NO. 2017-77 THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES** to pay bills in the amount of Two Thousand Eight Hundred Seventy-Five Dollars and Zero Cents (\$2,876.00), per the attached Schedule B. Motion made by Commissioner Siragusa; seconded by Commissioner Schober. Discussion, none. Roll Call vote, all in favor, Commissioners Murphy, Schober, Siragusa, and Vice-chairman Thorn, 4-0. Motion approved.

## II. Water Commission

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

### b. Report from Engineers

Administrator Lynch reported and Superintendent Didato reported on the TTHMs—samples taken in August and correspondence/dialog with DPH regarding the same.

### c. Old Business – None

Mayor McDaniel reported that he did not know if the COG had appointed representatives to SCWA. The Commission was to provide names for the same.

### d. New Business -- None

Mayor McDaniel reported on a call he received from constituents regarding black water at their residence. He commented on SCWA's response to the issue and said that he will continue to monitor the situation and take appropriate action.

1. THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES to approve year end budget transfers, \$1,096.74 from 66-402000-54070 (Engineering Service). Motion – Discussion – Roll Call

**SAR NO. 2017-78 THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES** to approve year end budget transfers, \$1,096.74 from 66-402000-54070 (Engineering Service). Discussion, none. Roll Call vote, all in favor, Commissioners Murphy, Schober, Siragusa, and Vice-chairman Thorn, 4-0. Motion approved.

### e. Payment of bills

1. THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES to pay bills in the amount of Three Hundred Thirteen Dollars and Fifty Cents (\$313.50), per attached Schedule B.
2. **SAR NO. 2017-79 THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES** to pay bills in the amount of Three Hundred Thirteen Dollars and Fifty Cents (\$313.50), per attached Schedule B. Motion made by Commissioner Siragusa; seconded by Commissioner Schober. Discussion, none. Roll Call vote, all in favor, Commissioners Murphy, Schober, Siragusa, and Vice-chairman Thorn, 4-0. Motion approved.

### f. Remarks from the Public

Commissioner May asked three times for remarks. There were none.

### g. Remarks from Commission members

Commissioner Siragusa suggested that the water study be added to the agenda under Old Business.

### h. Adjournment

Motion made by Commissioner Murphy, seconded by Commissioner Siragusa to adjourn the meeting at 6:23 p.m. Discussion, none. Voice vote, 4-0, all in favor. Motion approved.

Respectfully submitted by,

Gloria J. Gathers  
Recording Secretary, Town of Montville

Suisman, Shapiro, Wool, Brennan et al  
Branse, Willis & Knapp

Schedule B  
\$2,524.50  
\$665.00