

Town of Montville Water Pollution Control Authority
Meeting Minutes of Monday, December 7, 2009
7:00 p.m. Town Council Chambers

I Water Pollution Control Authority

a. Call to Order

Chairman May called the regular meeting of the Water Pollution Control Authority to order at 7:03 p.m.

b. Pledge of Allegiance

c. Roll Call

Present were Commissioners Hillman, May, Schober, Siragusa (7:20 p.m.), and Thorn (7:05 p.m.). Also present were Mayor Jaskiewicz, Attorney Ronald Oschner, Engineer, Richard Kruczek, Administrator Brian Lynch and Superintendent Michael Didato.

d. Motion made by Commissioner Schober, seconded by Commissioner Thorn to approve the regular meeting minutes of November 2, 2009. Discussion: Commissioner Hillman indicated she would abstain from the vote because she was not present at the last meeting. Voice vote: 3-0-1 (Commissioner Hillman). Motion carried, minutes approved.

Chairman May asked for a motion to add an item to the agenda under New Business (4) To consider and act on the approval of the sludge disposal bid. Motion made by Commissioner Schober, seconded by Commissioner Thorn. Discussion: none. Voice vote: 4-0, all in favor, motion carried, item added to the agenda for discussion.

e. Executive Session

Motion made by Commissioner Thorn, seconded by Commissioner Hillman to enter into Executive Session for the purpose of discussions regarding potential litigation with Rand Whitney Containerboard. Discussions to include members of the Water Pollution Control Authority, Mayor Jaskiewicz, Superintendent Michael Didato, Administrator Brian Lynch, Attorney Ronald Oschner and Attorney Dina Fisher. Discussion: none. Voice vote: 4-0, all in favor, motion carried. Executive Session began at 7:08 p.m. Chairman May resumed the meeting at 7:47 p.m., stating there were no formal votes taken during Executive Session and indicated that Commissioner Siragusa joined discussions at 7:20 p.m.

f. Communications

Administrator Lynch indicated there is nothing new to discuss under Communications that is not already scheduled for discussion on the agenda.

g. Remarks from the Public Relating to Matters on the Agenda

Chairman May asked three times if there was anyone present who would like to come forward to address the Commission regarding items on the agenda. No one from the public came forward for discussion.

h. Reports from Operations Division

Superintendent Michael Didato explained his report is in the package for review and invited anyone who may have questions or comments to ask him. His report contained the following information;

The Water Pollution Control Facility (WPCF) was in full compliance of its NPDES permit for November. There were no treatment plant odor complaints during the month.

WPCA averaged 41 lbs per day of nitrogen in the discharge last month. The limit for calendar year 2009 is 139 lbs per day. Core borings were completed last month as recommended by URS and approved by the Authority. The WPCA now owns a 4,500 gallon tank to hold caustic for the odor control scrubber. The WPCA can now get a substantial discount buying caustic in bulk which has already paid for the tank costs. Having a greater volume of caustic available provides a safety margin to insure the WPCA does not run out of caustic when usage fluctuates dramatically. A three inch underground conduit has been installed connecting the main building to the front barn. This allows supply to the new proper communications required for monitoring electrical usage for the curtailment contract and to run wiring to the main gate. There is now an audio alarm when someone seeks entry into the facility and there is now an internally hard wired button to open the gate in addition to the wireless remotes. The check from Demand Direct has increased by over seven hundred dollars due to curtailment exceeding what it had been originally contracted for. This was accomplished by turning off all non-essential equipment and lighting during the last ISO event. A main breaker has been installed for the three main pumps. The original breaker was too close to the minimum size required for its application. The new breaker was sized to accommodate the pumps and the in-line transformer. Since the installation there have been none of the problems experienced in the past. Improvements to the large main valve last month include fixing and exercising the large main valves to isolate the pumps, changed out seals and packing on leaky check valves and valve stems. The whole room has been scraped and painted and there is no leaking or dripping.

Collection System reports as follows;

The four mobile homes that were removed from the Hillcrest community located off of Kitemaug Road have been inspected by Mr. McNally and found to be properly capped off. The paperwork for the capping has been sent to the WPCA office for the removal of these sites from billing. The Village Apartments have had a new fence installed around the Pump Station. They will be grading the site and putting crushed stone down this month. A new home located at 39 Platoz Drive was connected to the sewer system this month. A new woodworking shop off of Maple Avenue was also connected to the sewer system this month.

Potable Water reports as follows;

Backflow and cross connection inspections are almost done and are due by the end of the calendar year. As a result of the inspections there were a few repairs required. The meter replacement program has started. This will more accurately measure the water used and billed. It is beneficial to have the units of measure all in gallons to avoid any future confusion. There were no violations from the DPH regarding the water system inspection. Two items need to be addressed as a result of the inspection. The first is a pressure problem that has already been resolved and the second is the interior inspection of the Cook Drive water tank. This is specialized work and WPCA is looking into companies that perform this type of work.

i. Report from Administration Division

Administrator Lynch prepared a power point presentation to present to the Commission and the public that depicts the state of the Montville Water Pollution Control Authority to date, where it is today, where it is going and where they were. The presentation covered topics regarding components of the WPCA, administration, the Facilities Study, Components of the Facilities Study, the Rate Study, Materials and construction standards, rules and regulations, cost savings implemented, the purchase of a septic truck, bulk chemical purchasing, money saved by doing work in-house and not sub-contracting out as in the past, electrical savings, the four main generators at the plant ready for action any time of the day, better billing and accountability, reduced overhead costs, installed Thermosyphon for main pumps seal water, main pumps with Thermosyphon, the budget, designated and installed modified return activated sludge system, RAS system installation, maintained and tightly controlled nutrient needs, typical DEP nutrient evaluation, a discussion regarding the WPCF in full compliance with its NPDES permit since 2004, treated clean effluent going through the contact chamber, grants, a more efficient alarm system, safety, job safety, potable water operations and advantages, water

department update, lost water update, future plans and working closely with URS to determine what the future will bring.

Commissioner May thanked Administrator Lynch and Superintendent Didato for their continued hard work and great job they do for the town. He stated the presentation was clear and depicted how many cost saving steps have been taken to save the taxpayers dollars.

j. Report from the Mayor

Mayor Jaskiewicz indicated he did not have anything new to report to the Commission.

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

l. Report from Engineers

Richard Kruczek from URS Corporation, Rocky Hill, discussed his status report for the Montville Facilities Plan Projects with the Commission. He stated the workshop was held last month and went well. A summarization of the proceedings is under review and will be made part of the appendices for the Facilities Plan. It is expected the Plan will be completed in January. Regarding the I / I Study, URS is waiting for comments from the WPCA commissioners prior to finalizing the report. The report schedule has been modified and is scheduled to begin work next June and continue until November. This work is separate from the Phase I work effort. Phase II, the Sewer System Evaluation Survey is the task that uses specific testing tasks to locate the sources of clean water into the sewer system and make recommendations for sewer system repairs. This work is eligible for fifty five percent grant funding under the Clean Water Program and it is the intent to apply for a grant modification to request funding for the project. URS prepared the grant request for the SSES and it was submitted to DEP. Borings have been completed and the geotechnical report is in process and is due to be completed in December. Lake water samples were taken from Oxoboxo Lake as well as potable well samples. URS is working with the Health Department in gathering details of septic system repairs that will be incorporated into the report. This report will address specifics for sewage handling on the Oxoboxo Lake area. A discussion was held regarding delaying the January workshop one month in order to generate data and discuss the findings with the Commission. A suggestion was made to hold the meeting at a school or firehouse to accommodate the public and ensure there is enough seating for everyone who wishes to attend. Commissioner Hillman suggested contacting the stone company who worked on the dam at Oxoboxo Lake for information regarding the dam.

m. Old Business

Administrator Lynch followed up on a request from the Commission at the previous meeting regarding the addresses of the Hillcrest properties requesting to be capped off and removed from the billing list. The trailers have been removed from the property and the sanitary sewer lines have been properly capped off and inspected, making them eligible for removal from the billing system effective November 5, 2009. The four properties are 14 Upper Marina Drive, 5 Upper Marina Drive, 20 Lower Marina Drive and 22 Lower Marina Drive.

Commissioner Siragusa inquired regarding the status of the Administrator's contract. Mayor Jaskiewicz indicated he is still working on it.

Administrator Lynch discussed negotiations between the Town of Montville and the Water Pollution Control Authority Employees Local 1303-341, AFSMCE, AFL-CIO negotiations. Motion made by Commissioner Thorn, seconded by Commissioner Schober to give a favorable recommendation to the contract changes per the MOU dated November 6, 2009 from Attorney Eileen Duggan to the Town Council. Discussion: Mayor Jaskiewicz stated he has copies of the entire contract if the Commissioners would like one. He indicated the only changes made were regarding the 3% increase and the insurance. Roll call vote: Voting in favor of this motion were Commissioners Hillman,

May, Schober and Thorn. Voting in opposition was Commissioner Siragusa. Abstaining: none. 4-1-0, motion carried. Document will be forwarded to the Town Council for review.

Commissioner Siragusa indicated he would like to be involved in any future contract negotiations.

n. New Business

1. To consider and act on motions for the election of Chairman and Vice Chairman of the Water Pollution Control Authority

Commissioner Thorn nominated Commissioner May as Chairman of the Commission. Commissioner Hillman seconded the nomination. There were no additional nominations. Commissioner May accepted the nomination. Motion made by Commissioner Schober, seconded by Commissioner Thorn to appoint Commissioner May as Chairman of the Water Pollution Control Authority. Discussion: none. Voice vote: 5-0, all in favor.

Commissioner May nominated Commissioner Thorn as Vice Chairman of the Water Pollution Control Authority. Commissioner Schober seconded the nomination. There were no additional nominations. Commissioner Thorn accepted the nomination. Motion made by Commissioner Schober, seconded by Commissioner May to appoint Commissioner Thorn as Vice Chairman of the Water Pollution Control Authority. Discussion: none. Voice vote: 5-0, all in favor, motion carried.

2. To consider and act on a motion to set the dates for the 2010 WPCA meetings

Motion made by Commissioner Thorn, seconded by Commissioner Schober to approve the following meeting dates for 2010;

January 4, 2010, February 1, 2010, March 1, 2010, April 5, 2010, May 3, 2010, June 7, 2010, Thursday, July 8, 2010, August 2, 2010, Thursday, September 9, 2010, October 4, 2010, November 1, 2010, December 6, 2010.

Discussion: Administrator Lynch indicated the dates presented are the first Monday of each month with the exception of the months of July and September. A discussion was held regarding holding the meeting at an earlier time, it was determined most of the members can not make it any earlier than 7:00 p.m. A discussion was held regarding the best way to get the meeting packets to the members prior to the meeting.

Voice vote: 5-0, all in favor, meeting schedule approved.

3. Consider and act on a motion to send a letter to Planning & Zoning to discuss the possible sewer avoidance areas.

Motion made by Commissioner Thorn, seconded by Commissioner Schober to send the letter authorizing Planning & Zoning to draft a map depicting sewer avoidance areas. Discussion: Chairman May stated this effort is in the best interest of the town, the map will depict to developers exactly where the sewer avoidance areas are and everyone will be on the same page. Commissioner Thorn indicated this information is imperative to preserve grant money by not allowing construction in restricted areas. Voice vote: 5-0, all in favor, letter will be sent authorizing Planning & Zoning to move forward with the map.

4. To consider and act on the approval of the Town of Montville Invitation to Bid #11-02 for Treatment and Disposal of Liquid Sludge.

SAR – 2009-051 The Town of Montville Water Pollution Control Authority hereby resolves to approve the Town of Montville Invitation to Bid #11-02 for the Treatment and Disposal of Liquid Sludge from The Metropolitan District, Hartford, CT. Motion made by Commissioner Schober, seconded by Commissioner Thorn.

Discussion: Superintendent Didato stated this contract will save the Town approximately \$70,000 per year. He does not have any issues regarding working with this company and there will be no disruption in service by contracting them. He explained this is a three year contract with an option to renew for an additional two years. Chairman May thanked Superintendent Didato and Administrator Lynch for all their help with the bid process. Administrator Lynch stated the transportation contract will be up for a vote next and he hopes there will be savings to the Town with this one as well.

Roll call vote: Voting in favor of adopting the resolution were Commissioners Hillman, May, Schober, Siragusa and Thorn. Voting in opposition: none. All in favor, resolution adopted.

- o. To consider and act on referrals from Planning & Zoning – none.
- p. To consider and act on the payment of bills.

SAR-2009-052 The Town of Montville Water Pollution Control Authority hereby resolves to pay invoices in the amount of \$14,315.30 as depicted in Schedule A, attached. Motion made by Commissioner Thorn, seconded by Commissioner Schober. Discussion: none. Roll call vote: Voting in favor of adopting the resolution were Commissioners Hillman, May, Schober, Siragusa and Thorn. Voting in opposition: none. All in favor, resolution adopted.

II Water Commission

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

Commissioner Siragusa inquired regarding the discussions held at previous meetings regarding exclusive service areas and asked for an update regarding the situation. Chairman May gave an explanation and discussed the issues regarding the water systems.

- d. New Business

Attorney Ronald Ochsner discussed the appraisals for the land at the Maple Avenue Pump Station and discussed the pros and cons of leasing the property with an easement vs. purchasing the property outright. It was his suggestion to negotiate an easement with the property owner vs. buying the forty nine hundred square foot parcel for twenty one thousand dollars. Motion made by Commissioner Siragusa, seconded by Commissioner Thorn to authorize Attorney Ochsner to negotiate an easement with the property owners for use at the Maple Avenue Pump Station. Discussion: none. Voice vote: 5-0, all in favor, motion carried.

- e. To consider and act on the payment of bills

SAR-2009-053. The Town of Montville Water Pollution Control Authority hereby resolves to pay invoices in the amount of \$1,174.50 as depicted in Schedule B, attached. Motion made by Commissioner Thorn, seconded by Commissioner Schober. Discussion: none. Roll call vote: Voting in favor of adopting the resolution were Commissioners Hillman, May, Schober, Siragusa and Thorn. Voting in opposition: none. All in favor, resolution adopted.

- f. To consider and act on a motion to enter into Executive Session for the purpose of discussions regarding the employment contract for Administrator, Brian Lynch. Discussions to include Mayor Jaskiewicz, Members of the WPCA. Motion made by Commissioner Hillman, seconded by Commissioner Schober. Discussion: none. Voice vote: 5-0, all in favor, motion carried. Executive Session began at 9:20 p.m. and

resumed at 10:10 p.m. Chairman May indicated no formal votes were taken during Executive Session and resumed the meeting.

III Remarks from the Public – none.

IV Remarks from the Commission Members – none.

V Adjournment – Motion made by Commissioner Hillman, seconded by Commissioner Thorn to adjourn the meeting at 10:15 p.m. Discussion: none. Voice vote: 5-0, all in favor, motion carried.

Respectfully Submitted by:

Audrey Ulmer, Recording Secretary for the Town of Montville