

Draft
Town of Montville Water Pollution Control Authority
Meeting Minutes of Monday, November 2, 2009
Town Council Chambers – 7:00 p.m.

I. Water Pollution Control Authority

a. Call to Order

Chairman May called the regular meeting of the Water Pollution Control Authority to order at 7:00 p.m.

b. Pledge of Allegiance

c. Roll Call

Present were Commissioners Geary, May, Schober, Siragusa and Thorn. Also present were Mayor Jaskiewicz, Attorney Ronald F. Ochsner, Engineer, Richard Kruczek, Administrator Brian Lynch and Superintendent Michael Didato.

d. Approval of the October 5, 2009 regular meeting minutes.

Motion made by Commissioner Geary, seconded by Commissioner Thorn to approve the October 5, 2009 regular meeting minutes. Discussion: Commissioner Schober requested the spelling of her name changed from “Schoeber” to “Schober”. Voice vote: 5-0, all in favor, motion carried, meeting minutes approved as amended.

e. Communications

Administrator Lynch indicated the only communication he has is regarding Jensen’s and this item will be brought up for discussion later in the meeting under New Business.

f. Remarks from the Public Regarding Items on the Agenda

Chairman May asked three times if there were remarks from the public and there were none.

g. Report from the Operations Division

Superintendent Michael Didato discussed the monthly operating report for October, 2009. The report indicates the WPCF was in full compliance of its NPDES permit for October. There were no treatment plant odor complaints during the month. Sludge thickness held at an average of 6.2% in September. An average of 52 lbs per day of nitrogen was in the discharge last month. The limit for calendar year 2009 is 139 lbs per day. The new maintainer started in August and in September he was trying to catch up on grass cutting and routine assignments. In October he worked on several lighting units that had bad ballast. Instead of replacing just the ballast he started replacing the fixtures with the new T-8 energy efficient lighting. There was an ISO event that required WPCA to fire up the generators and get off of line power, and all non essential equipment was shut off. Doing this allowed the curtail of 714 KW which is more than has been in the past. As a result there will be an increase of revenue providing the program remains funded. There was a town wide power failure which required all of the back up generators and emergency equipment to be mobilized and operated. Everything went well and a generator that had a blocked heater hose needed to be replaced and a back up battery for the pump station alarm system was not sufficient for an extended period of time. This problem was solved by furnishing power to the system directly from one of the emergency generators.

Collection System

A new door was installed at the Avery I pump station. The original door was corroded and unusable. The Village Apartments are hooked into a generator and WPCA is waiting

for the fence to finalize all of the necessary upgrades. Old Fitch Hill Road Pump Station had new automatic controls installed. The station still needs to have a fence and safety hand rails installed.

Potable Water

The low flow side of the pressure reducing station, located at the Golden Road Water Station failed and needed rebuilding. The customers downstream were getting water pressures of 115 psi plus. This station did not have isolation valves and it was thought it would be difficult to bypass but the control valve was used to regulate flow and the unit was repaired in less than an hour. Corpro was contracted to do an inspection of the Cook Drive water tank. This is not the ten year inspection but the recommended AWWA visual inspection for the purpose of noticeable problems and includes replacement of the variation lighting on the top as well as security and safety assessments. The company has completed the yearly cathodic protection inspection. All was found to be working well at the Cook Drive water tower. Cross connection inspections and back flow device inspections have been ongoing. These are due by the end of the year and should be done on time.

h. Report from Administration Division

Administrator Lynch discussed the following items in his report for the month of November. Payments are continuing to come in for the last quarter. This was the first bill that showed the new increases. There have been very few complaints and have answered some commercial account questions regarding billing statements. Online credit card payments continue to grow. Negotiations are set to start with the WPCA employees on their new Union contract on November 5, 2009. Superintendent Didato, Administrator Lynch, Mayor Jaskiewicz and the Town's labor attorney will sit with the Union's representatives. Administrator Lynch indicated he is waiting for correspondence from Robinson & Cole as to how the arbitrator is coming along with the selection of the neutral arbitrator. It looks like the selection will be sent to the AAA and the WPCA is still gathering information for Rand Whitney under their disclosure requests. A discussion was held with Rich Johnson of Amory Engineering about the status of the Water Supply Plan. He stated he is almost done working on correcting the information the State of Connecticut wanted to see in the plan. As soon as he finishes, he is going to submit the revisions before he sends it back to the State. There is information in the packets regarding the bid for the hauling and disposal of sludge. The current contract will expire at the end of the year. There was a meeting at the Waterford Country School regarding Miller's Pond water supply. SCWA invited several communities to the site and the owners of the pond talked about the possibility of using their water as a potential water supply for the region. The concept still has several steps to overcome before the State will sign off on the project.

Administrator Lynch discussed progress to date regarding the Lakowski property. He stated he will report back next month after an appraisal has been done to make sure there is an equal swap of property.

Commissioner Siragusa inquired regarding the discrepancy in billing discussed at the last meeting. Administrator Lynch indicated there has been resolution to the bill and it turns out there was a discrepancy in the date, not in the amount billed to the Town. This will be amended on the proper paperwork.

i. Report from the Mayor

Mayor Jaskiewicz inquired regarding progress to the Maple Avenue Pump Station. Administrator Lynch gave an update and discussed the possibility of going out to bid for the project by the end of November in order to get a price locked in.

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

k. Report from Engineers

Richard Kruczek, URS Corporation, discussed the Public Informational Meeting for the Montville Water pollution Control Authority Facilities Plan scheduled for November 12, 2009 at 6:30 p.m. at the Montville Town Hall in the Town Council Chambers. He distributed the draft presentation to the Commissioners for review and comment.

Commissioner Thorn inquired regarding procedure for the meeting and Mr. Kruczek stated it is an informal meeting and the public is encouraged to participate and ask questions or express concerns. A discussion was held regarding the choice of colors on the document for clearer reading. Commissioner Geary expressed concern regarding the word choice for the last sentence of the first paragraph of the first document. It was determined this sentence would be amended in order to avoid confusion.

A discussion was held regarding the best places to publicize the Public Notice for the Informational Meeting.

Mr. Kruczek discussed the status report for Montville Facilities Plan projects. He stated the lake water samples were taken for the Oxoboxo Lake Study and sent to the lab for analysis. The private well samples will be taken once he gets authorization from the four homeowners that letters were sent out to. He is currently working on gathering more detail information from the health District as well as detailed information on the buildings and lots in the study area. He discussed modifications to the II Study and requested permission to move forward with the application for the grant money. He explained there is no down side to applying for the grant and if it is approved the town will receive fifty five percent of the money for the project from the State.

1. **Old Business**

Chairman May stated there was nothing to discuss under Old Business.

m. **New Business**

1. **To consider and act on soliciting bids for the Sludge Transportation and Sludge disposal.**

Administrator Lynch explained it would be best to vote on each of the requests separately in order to clearly define each. He explained if the sludge disposal went out to bid first, it would clearly indicate where the sludge will be going for disposal, making it clear for those who choose to bid on the transportation of the sludge. This way the bids can be based on exactly where the sludge will be transported to.

Motion made by Commissioner Geary, seconded by Commissioner Thorn to separate the original resolution into two resolutions m.1(a) to consider and act on a resolution to solicit bids for sludge transportation and the other; m 1(b) to consider and act on a resolution to solicit bids for sludge disposal in accordance with the invitation to bid. Discussion: none. Voice vote: 5-0, all in favor, motion carried.

1 (a). **SAR-2009-045. The Town of Montville Water Pollution Control Authority hereby resolves to solicit bids for sludge transportation in accordance with the Town of Montville Water Pollution Control Authority Invitation to Bid, Bid #11-02.**

Motion made by Commissioner Geary, seconded by Commissioner Thorn. Discussion: Administrator Lynch indicated the legal notices have been signed by the Town Attorney. Roll call vote: 5-0, voting in favor of adopting this resolution were Commissioners Geary, May, Schober, Siragusa and Thorn. Voting in opposition: none. Resolution adopted.

1 (b). **SAR-2009-046. The Town of Montville Water Pollution Control Authority hereby resolves to solicit bids for sludge disposal in accordance with the Town of Montville Water Pollution Control Authority Invitation to Bid, Bid #11-02.** Motion made by Commissioner Schober, seconded by Commissioner Thorn. Discussion: A discussion was held regarding the benefits of a three vs. five year contract with the

vendors. A discussion was held regarding the timeframe for the submission of bids. Roll call vote: 5-0, voting in favor of adopting this resolution was Commissioners Geary, May, Schober, Siragusa and Thorn. Voting in opposition, none. Resolution adopted.

A discussion was held regarding publicizing the invitation to bid in order to get the most exposure. Suggestions included the Norwich Bulletin, The New London Day, The Providence Journal and the Hartford Courant as well as the local TV channel and the State of Connecticut websites for bids.

2. **SAR-2009-047. The Town of Montville Water Pollution Control Authority hereby resolves to remove from billing four vacant units from account #06631 of the twenty six total units currently billed by the WPCA after they are capped and inspected to WPCA specifications.** Motion made by Commissioner Geary, seconded by Commissioner Thorn. Discussion: Michael Kane, Assistant Vice President of Connecticut Operations, Jensen Communities discussed the situation with the Commission. He indicated there are currently four units in the development that are empty and have been capped, but are still being billed for use by the WPCA. He is requesting these units be removed from billing until services are needed again. He stated Jensen's will fully comply with the requirements of the Montville WPCA to perform a site inspection of the cut and capped sewer service laterals of the four vacant sites. Administrator Lynch indicated the rules and regulations state this is an approved procedure if the units have been cut and capped and inspected by WPCA staff. He indicated this process is consistent with procedure in other towns in Connecticut. Chairman May requested the property owners submit in writing the exact units identified to be removed from the billing list for reference. Roll call vote: 3-0-2, voting in favor of adopting this resolution were Commissioners Geary, Schober, and Thorn. Voting in opposition, none. Abstaining from the vote were Commissioners May and Siragusa. Resolution adopted.

n. **To Consider and Act on Referrals from Planning and Zoning** – none.

o. **To Consider and Act on the Payment of Bills.**

SAR-2009-048. The Town of Montville Water Pollution Control Authority hereby resolves to pay invoices in the amount of \$4,902.75 as depicted in Schedule A, attached. Motion made by Commissioner Thorn, seconded by Commissioner Schober. Discussion: Chairman May inquired if in the future there be separate breakdowns for water and sewer in the form of Schedule A and Schedule B. Roll call vote: 5-0, voting in favor of adopting this resolution was Commissioners Geary, May, Schober, Siragusa and Thorn. Voting in opposition, none. Resolution adopted.

II Water Commission

a. **Report from Special or Sub-Committees** – none.

b. **Report from Engineers**

Administrator Lynch reminded the Commission that Mr. Kruczek is waiting for a determination from the Commission regarding an approval to move forward with the grant application as he requested earlier in the meeting.

SAR-2009-049. The Town of Montville Water Pollution Control Authority hereby resolves to authorize Mr. Richard Kruczek, URS Corporation, to submit the grant application for the Clean Water Fund for the Sewer System Evaluation Survey. Discussion: none. Roll call vote: 5-0, voting in favor of adopting this resolution were Commissioners Geary, May, Schober, Siragusa and Thorn. Voting in opposition: none. Resolution adopted.

c. **Old Business** – none.

- d. **New Business** – none.
- e. **To Consider and Act on the Payment of Bills**

SAR-2009-050. The Town of Montville Water Pollution Control Authority hereby resolves to pay invoices in the amount of \$1,573.50 as depicted in Schedule B, attached. Discussion: none. Roll call vote: 5-0, voting in favor of adopting this resolution were Commissioners Geary, May, Schober, Siragusa and Thorn. Voting in opposition: none. Resolution adopted.

- III **Remarks from the Public** – none.
- IV **Remarks from Commission Members** – none.
- V **Adjournment**

Motion made by Commissioner Geary, seconded by Commissioner Schober to adjourn the meeting at 8:35 p.m. Discussion: none. Voice vote: 5-0, all in favor, motion carried. Meeting adjourned.

Respectfully Submitted by:

Audrey Ulmer, Recording Secretary for the Town of Montville

INVOICES November 2, 2009

Schedule A

Sewer		\$ 4,902.75
Robinson & Cole LLP	-	\$ 3,120.75
Branse, Willis & Knapp	-	\$ 1,782.00

Schedule B

Water		\$1,573.50
Branse, Willis & Knapp	-	\$1,573.50