

Town of Montville Water & Sewer Commission
REGULAR MEETING MINUTES
February 7, 2022-- 6:00 PM
Town Council Chambers – Town Hall

1. Water and Sewer Commission

a. Call to Order

Chairman Longton called the regular meeting of the Water and Sewer Commission to order at 6:03 p.m.

b. Pledge of Allegiance

All stood and pledged the flag.

c. Roll Call

Present were Commissioners Brian Quinn, Town Councilor Andrew Mandler, Anthony Siragusa and Chairman Chuck Longton. Commissioner Shawn Jinkerson was absent. A quorum was present.

d. Alterations to the Agenda

Motion by Commissioner Quinn; seconded by Commissioner Siragusa to amend Agenda Item I.e to approve the Regular Meeting Minutes of December 6, 2021. Discussion: None. Voice vote: 4-0, all in favor. Motion carried.

Motion by Commissioner Siragusa; seconded by Commissioner Mandler to amend Agenda Item I.l.1, to change the dollar amount from \$348,430 to \$350,000. Discussion: Superintendent Albertson commented the distribution boxes would be considered an emergency under the American Rescue Plan Act (ARCA) stating the motion can be approved in addition to a request for funds from ACRA. Commissioner Siragusa commented the motion cannot be voted on with the dollar amount as worded as it would violate Roberts Rules of Order since listed under New Business although discussed by the Commission at its last meeting. Commissioner Quinn commented the motion should not be denied for an arbitrary dollar amount and said the item went out to bid twice and the amount lowered at the suggestion of the Commission. Commissioner Mandler inquired where the funds would come from if approved. Mayor McDaniel responded the item is budgeted in capital improvement. Roll Call vote: 1-3-0. *In favor:* Commissioner Siragusa. *Opposed:* Commissioners Longton, Quinn, and Mandler. Motion failed.

e. To consider and act on a motion to approve the Regular Meeting Minutes of December 6, 2021

Motion by Commissioner Quinn; seconded by Commissioner Siragusa to approve the Regular Meeting Minutes of December 6, 2021. Discussion: None. Voice vote: 4-0, all in favor. Motion carried.

f. Communications pertaining specifically to matters which concern the Commission

Mayor McDaniel commented on an issue with the water line of a property owner on Route 163 whereby the contractor who did the work went bankrupt and the upset customer paid additional funds for its repair. Commissioner Siragusa gave a handout to Chairman Longton concerning Robert's Rules of Order and New Business items.

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

Chairman Longton asked three (3) times for remarks from the public. There were none.

h. Report from Operations/Administration Division

Superintendent Albertson submitted an Operations/Administrative Report for November 2021 as follows:

1.0 Compliance/Process

1.1 Water Pollution Control Facility

The TSS and BOD₅ concentrations were just above monthly average limits; the exceedances were considered "soft" and thus not reportable. January 2021 also had light exceedances due to the same seasonal (extreme) temperature and influent strength fluctuations. Total Nitrogen (TN) loading was discharged in the treated effluent well under the state permit limit.

Waste activated sludge (WAS) (produced during secondary process) was thickened to 4% with polymer addition on the gravity belt thickener (GBT).

1.2 Water Supply

The Montville Water Supply (WS) met required state and federal standards. A 16% increase in water was purchased as compared to this time last year.

2.0 Staff

AFSCME Local 818 (Superintendent's Union) met with the Town for mediation on January 24. Three rounds of negotiations were held prior to this step toward a new contract.

2.1 Health and Safety

No injuries, grievances or concerns were reported for staff. Several (isolated) COVID positive tests have occurred amongst staff during the year. OTC testing kits along with N95 masks have been distributed to staff. Yale engineers have been analyzing wastewater at New Haven's sewage treatment facility since the March 2020 outbreak of the Covid-19 pandemic. The latest wastewater analysis, released on January 13 showed a dramatic drop from the peak concentrations detected just four days earlier (on January 5). Some staff have complained of being followed while out working in the collection system.

Storm Izzy came through Connecticut on January 15th with wind gusts reaching over 60 mph. Storm Bobby deposited over 18 inches of snow on January 28 and 29. No reported damage or process concerns were reported.

2.2 Training

Staff continued to receive training to meet CTDEEP and CTDPH requirements for (wastewater/water certification) training credits. Staff completed online *Security Awareness Training* on January 3 supported by the Town's IT Department; the training was related to limited third-party intrusion into the WPCF networks. The *New England Water Environment Association* (NEWEA) Annual Conference began on January 17. The printed material is available online during the conference for review by staff. To help meet the *Lead Service Line* (LSL) inventory requirements of the *Lead and Copper Rule Revision* (LCRR), the CTDPH along with the *Association of State Drinking Water Administrators* (ASDWA) will be holding a training symposium beginning in February 2022. The Water Environment Federation (WEF), in collaboration with the USEPA, has launched the February 2022 NutrientSmart (NSmart) program to help reduce nutrient loadings in waterways. *Atlantic States Rural Water and Wastewater Association* personnel reached out to the WPCA to offer support including formal training associated with wastewater and water training / continuing education.

3.0 Equipment

3.1 WPCF/Collection System

Work within the plant continues to continually improve process control/performance and ensure aging equipment is cared for or replaced. All pump stations were inspected during the month as well as some manhole (post plowing) inspections were made. CCTV sewer pipe inspections in prioritized areas will continue once the weather improves (due to safety concerns).

3.2 Water Supply

A service line froze at 50 Maple Avenue on January 11 and another service line froze at 293 Route 163 on January 31. The water operators responded (to shut supply valve) and provided information for the repair contractor to ensure a speedy repair.

4.0 Projects

Two projects were completed in January--Derry Hill generator (FY 2021 CIP) and the new Blower No. 7 for SBRs 3 and 4 (FY 2021 CIP). Strategic planning allows for a better management of assets and shifts efforts from reactive to proactive.

4.1 WPCF/Collection System/Water Supply

Waste solids thickening has been a challenge due to temperature fluctuations as well the change in influent characteristics. The polymer sales representative (Stuart Siegele, Atlantic Coast Polymer) was met in January for additional bench (jar) testing to confirm proper polymer type/dosing to lower costs. CBYD information updates were provided on January 11 to confirm emergency response to utility location by the WPCA staff. The roof repair will soon begin; staging of materials occurred on January 26. The new (redundant) influent flow meter was placed online

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in January with totalizer data directed to the Excel Reporter within the SCADA mechanism. The main influent pump (standby) Pump No. 3 was inspected (and its drive repaired). A representative of N.E. Jeppesen, Stone Supply & Construction was met on January 18 to review the retaining wall construction project near the fuel cell. All door locking mechanisms were inspected (and repaired, if required) on January 25 to ensure building security. HESCO personnel were met on January 25 to review status of the 35 VFDs present within the plant and pump stations. Of concern is the new maintenance plan for the drives added or removed during projects.

The WPCF network security was reviewed with the Town IT Department as well as the WPCA Engineer. The first line of defense is strong/unique passwords, so staff was reminded of this. Additional (multi-factor) authentication had been added previously. A firewall maintenance and CISA Penetration Test/Vulnerability Scan was completed in January to address vulnerabilities and ensure protection against third-party intrusion. Software updates were completed to ensure remote connections to SCADA.

The September 2021 *Structural Condition Assessment* report by the engineers (Woodard & Curran) indicated that a coated tank should be installed as a replacement for the two existing distribution boxes. Additional conversations with the Engineer indicated a potential fail date of this coming summer. Upon failure, the surcharging would begin in the plant and backup into Town and potentially cause costly damage resulting in millions of dollars.

The CTDEEP had authorized the WPCA to construct the new grit removal system under the existing state grant. Construction activities began on November 15 and continued through January including the concrete pour for the 20-foot diameter and 20-foot high walls. The project engineer (Matt Ronando, MCA) was met onsite periodically in January to confirm progress is on schedule and review with staff future improvements to the WPCF. A successful 48-hour hydrostatic test of the main chamber (20,000 gallons) was conducted 27 with plant water (effluent).

The SBR aeration improvement (diffuser/piping replacement) will enhance process as well as lower energy demand for the next 20 years. Holzner Construction will complete the CIP project (SBR-4) and Tucker Mechanical will complete the grant diffuser project (SBR-1, 2, 3, 5, and 6). Nick Rivers of Holzner Construction was met on January 14 and February 1 to review the project schedule and to determine (materials) staging areas.

Post snow plow manhole inspections were made along Route 163 and Route 32 with no condition problems observed. Additional consideration is made to provide outreach and limit obstruction of roadways for extended periods. As part of the FY 2022 CIP, *Cross Country Clearing Project* near sewer mains in *Subsystem 2* near Oakdale Elementary School; in a target area identified previously as having high I/I. The WPCA Engineer was met on January 26 to discuss moving the project forward with the regards to the legal work required to confirm property owners know of the sewer easement extending onto their property and to confirm filings associated with the easement. Additionally, the schedule of the project was confirmed with areas identified along Maryland Drive, Old Colchester Road and Hunters Run for clearing/driveway installation. GIS mapping continues to be improved with inspection attributes made about the collection system. Geospatial

tools are used to report asset conditions and trending. Sharing information with the public is critical for effective disaster response as related to wastewater conveyance and the water supply. In the future there may be an expansion of GIS to create a public information app template.

Engineering and grant submittals were completed for the Cook Tower replacement. Status meetings were held with the CTDPH/WPCA Engineer in January. On January 6 the CTDPH issued an approval letter and review of request to award funding. The WPCA can provide the formal authority to enter into an agreement (letter) for the design for design and construction services. Surveyors were met onsite on January 26. Additionally, the WPCA Engineer was met to discuss project contacts, schedule and costs.

4.2 Regulatory Oversight

No regulatory oversight or action is ongoing for the WPCA. No existing Consent Decrees or Consent Orders currently exist.

On January 28, the CTDEEP issued the first balance sheet for nitrogen discharges for calendar year 2021. Montville WPCF considered one of the best performers; effluent total nitrogen averaged less than half of the permit loading limit. The 2021 average for effluent total nitrogen concentration was 4.98 mg/l with a demonstrated 86% removal efficiency. This is considered “excellent” nitrogen removal by the CTDEEP and USEPA, ranking near the top of all 550 plants in New England.

The Montville WPCF began COVID sampling/analysis of the influent on January 14. The Superintendent met with Lisa Nigro, PhD Interim Director and Kendra Mass, PhD Facility Scientist of the *Microbial Analysis, Resources, and Services* (MARS) at UConn on January 17 to discuss sampling frequency and analysis of results. Trending is apparent after four sampling events. The intent of the sampling and analysis is to determine a base line of viral content for our community and then establish trends to predict outbreaks. Results will be shared with the Health Director. In the future, routine viral analysis may be required of municipal treatment plants.

On January 28, Rand-Whitney (Kathy Pflugbeil, Technical Manager) was met to discuss their discharge permit. Bill Williams (Williams Environmental) will be assisting with their alterations to their permit.

CTDPH filings were made to update contact information (e.g. legal contact, administrative contact). The January 19 CTDPH Circular Letter (EHDW 2022-05) summarized new sampling requirements for the *Lead and Copper Rule Revision* (LCRR, due in 2024) and was discussed with the WPCA Engineer on January 21. The scope of work required will be extensive to determine the potential presence of contamination with the town’s water supply. The USEPA has announced in December 2021 the development of specific actions to reduce lead in drinking water. Specific work includes the replacement of lead service lines, compliance tap sampling, action and trigger level adherence, and prioritization of underserved communities. Some federal funding may be available for communities.

5.0 Development

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P & H Construction began filling in pits associated with their Rand-Whitney supply line (relining) project on January 28 with temporary patching in lieu of road plates on Depot Road and will be back April 1 to continue work. Faria Lane will remain closed.

Rand-Whitney is proposing a new 2-inch water supply connection for domestic and limited production water. Bob Noiseux, Cogeneration Plant Manager was met on January 31 to discuss the connection as well as their proposed potable water usage. Oxoboxo Lofts has not proceeded in development. The Village Apartment (160 unit) expansion project appears to be moving forward. A proposed industrial garage is slated for 412 Maple Avenue. Residential development (22-unit condominium complex) is proposed for 245 Connecticut Route 32.

Requests for information regarding a large sewer connection were received from Oak River Management, LLC for The Meadows of Montville apartment complex along Leffingwell Road. The WPCA Superintendent, Engineer, and Mr. Stephen St. Germain (Property Manager/ Principal) first met last November. Preliminary discussion defined scope of work (one or two pump stations and a long force main installation) and potential financial assistance. The developer / property manager is interested in federal funding available for sewer expansion.

6.0 Finances

The WPCA operates with an *Enterprise Fund*. The FY 2022 WPCA Sewer and Water Budgets began on July 1.

6.1 Accounts Review

Current rates (and ancillary fees) appear to be adequate at this time to cover costs for water and wastewater activities. The financial information with the Accountant was reviewed on January 25:

- including receivables- \$11.9 million in money for sewer
- including receivables- \$1.6 million in money for water
- the revenues are ahead \$400,000 for sewer without fund balance (budgeted) contribution through the first half of the fiscal year
- the revenues are behind \$50,000 for water without fund balance (budgeted) contribution through the first half of the fiscal year
- higher than expected receipts from Rand-Whitney and septic receiving have helped boost sewer revenues
- lower than expected receipts from MTUA have lowered revenues for water

Polymer used in sludge thickening has cost more as well as the amount of shipping trucks to the incinerator. Sludge thickening and the higher than normal influent loading have caused difficulty in solid management. Electricity costs have also been higher this fiscal year.

A stipend will be paid to the WPCA by the CTDEEP for nitrogen credits sold.

The aforementioned development projects will have significant revenues associated with (sewer and water) connection fees. Of note, there is a Town Water Supply connection fee (per the July 2014 approved water connection (flat) fee schedule) for the proposed Rand-Whitney tie in; however, per the existing December 2007 MTUA reimbursement agreement, significantly more money will then be owed to the Tribe per a project development cost and reimbursement which is flow based.

6.2 Assets

Funds in the water and sewer accounts have now been appropriately reserved for capital improvement (for infrastructure) with the development of a 5-year projection. Some bonds, grants and a proposed pandemic relief funds will be considered for current and future asset financing. Depreciation is now listed as a “cost” of doing business.

6.3 State Pandemic Response

The executive orders established during the course of the COVID-19 pandemic were extended (*Declaration of a Health Emergency*). The declaration authorizes the Governor to order certain actions that will help expedite potential reimbursement funding to municipalities. Reimbursable items would include PPE. It's quite possible that Lamont could ask for an extension of his emergency powers. The governor's emergency powers have been enacted for about two years and expire on February 15.

6.4 Grants/Funding

Through the American Rescue Plan Act (ARPA) the U.S. Department of Treasury is providing over \$350 billion in funding to state and local governments nationwide. The \$1 trillion jobs act will provide \$55 billion for drinking water, wastewater and stormwater infrastructure. Some money will be invested in in the state revolving funds. The *Coronavirus State and Local Fiscal Recovery Funds* provide a substantial infusion of resources to help turn the tide on the pandemic, address its economic fallout, and provide the foundation for a strong and equitable recovery. These funds provide substantial flexibility for each government to meet their local and regional needs-including response efforts to continue to decrease the spread of the virus and making necessary investments in water, sewer, and broadband infrastructure. A Commissioner attended an information meeting on December 7. The Finance Director provided information in a February 2 meeting.

Some current wastewater projects are funded by State funds including two bonds and one grant (CTDEEP \$5 million *Grant-in-Aid for Sewage Treatment Facility Infrastructure Improvements and Upgrades at the Montville WPTF- State Grant Agreement 2017-170491*, approved via March 2014 Town of Montville Resolution No. 2014-25). The bonds were for infrastructure improvements within the plant including the new chlorine system, new recycling pumps, and grit removal system. Additionally, the aeration systems for SBR-1, 2, 3, 5 and 6 will be replaced. The Mayor requested an extension for the Grant (due to expire in June 2021). On June 1, the Mayor was notified that the extension has been drafted and routed for all the signatures of approval from CTDEEP. Wright-Pierce (Town Engineer) has made an additional extension request specific to the SBR diffuser improvements due to material delivery delays. Patricia Reily (CTDEEP) reported

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on January 20 that due to supply issues, an even longer extension will be provided for the grant projects. A review of grant monies indicated adequate funding for the proposed projects with approximately \$200,000 margin.

Based on a review of the WPCA's *Eligibility Application* the CTDPH DWS had determined that the Cook Water Tower replacement project was ready to proceed during SFY 2022 and that DWSRF funding will be available. In a January 12 *Circular Letter*, the CTDPH DWS provided information about drinking water infrastructure funding directed through DWSRF programs over the next five years from the Bipartisan Infrastructure Bill (BIL) aka the Infrastructure Investments and Jobs Act (IIJA). The possibility of using American Rescue Plan Act (ARPA) funds to help offset the design costs of this project is a possibility. The project is a result of an emergency situation which would allow the municipality/utility to direct award design services, or the municipality/utility selects its consultant via a Qualifications Based Selection process (QBS).

Attorney Richard Cody of Suisman Shapiro (Town Attorney) was contacted in December to review the potential obligation by Rand-Whitney to support the d-box renovations. Contracts were provided to determine if provisions exist requiring routine contributions for plant upkeep. Additionally, Attorney Cody is confirming easement filings (existence) for the FY 2022 XC Clearing Project. The WPCA will fund Suisman Shapiro to complete ongoing work prior to switching Town legal representation.

6.5 Energy

The Doosan *PureCell Model 400* Fuel Cell unit began producing power in June 2020 resulting in a large drop in grid power demand. The onsite generation has led to significant savings by reducing the transmission costs because most of the power used is generated onsite. Steve Pearson of VFS was met on February 1 to confirm that the unit has been producing 100% output for December and January.

Brad Parsons, Director of Design and Permitting for Titan Energy was met on January 13 to discuss solar energy development at the plant. The former 2012 Vanguard Partners *Proposal for Photovoltaic Installation* was provided for discussion and a tentative placement of proposed panels was discussed. The proposed solar power is for onsite generation and would likely cover the remaining power required to be completely off grid.

6.6 Legal

It is customary for existing council to continue on with work assigned after new council has selected by the Town. Attorney Richard Cody has been employed to complete work regarding the land records review for the sewer easements for the CIP FY 2022 cross-country clearing project and a formal review of the Rand-Whitney contract with regards to funding plant improvements.

Superintendent Albertson summarized parts of his report, specifically the positive actions of the staff during the snow occurrences and the status of last year's summer intern who applied for a job with the CT Department of Transportation and was hired.. He also responded to a question from

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Commissioner Siragusa regarding the lapse of an operator's CDL license due to a failure to receive a notice alert because of an address change. The operator will take the CDL test on February 16.

i. Report from Mayor

Mayor McDaniel reported his is still pursuing for expansion of water particularly for the Meadows apartments area and to expand water and sewer in Town with the assistance of Town Planner Burdick.

j. Report from Engineers

Superintendent Albertson reported on the completion of CIP projects—the new Derry hill generator and the new blower for SBRs 3 and 4 that will supply a more steady supply of air, use less energy, and be more efficient with a lifetime of 20-plus years.f

k. Old Business -- None

l. New Business

1. To consider and act on approval of funding for d-box engineering report funding.

Chairman Longton referred to and concurred with a comment made earlier by Commissioner Siragusa regarding this item. As the motion was acted upon and failed at a prior meeting, he made proposal to reword the motion to include “dated” before November 15, 2021, and “or available grant funds, if available” after monies.

THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES to approve the Woodard & Curran November 15, 2021, *Proposal for Design Services for Removal and Replacement of the Rand and Distribution Boxes*, amount not to exceed \$384,430 (Three Hundred Eighty-Four Thousand Four Hundred Thirty Dollars) to be financed with the existing WPCA reserve monies.

Motion – Discussion -- Roll Call

SAR-No. 2022-01 THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES to approve the Woodard & Curran November 15, 2021, Proposal for Design Services for Removal and Replacement of the Rand and Distribution Boxes, amount not to exceed \$384,430 (Three Hundred Eighty-Four Thousand Four Hundred Thirty Dollars) to be financed with the existing WPCA reserve monies. Motion by Chairman Longton; seconded by Commissioner Quinn. Discussion: Per Commissioner Longton, the change to the motion proposed by Chairman Longton is only technical and violates Robert's Rules and therefore not valid and supported by Commissioner Mandler. Mayor McDaniel questioned the use of ARCA funds for the project given 90% of the Town does not have sewer; by using WPCA funds, the customer would get the benefit. Water funding benefits the Town per State statute, not sewer. Commissioner Quinn concurred. Commissioner Mandler proposed clarification so the motion

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could move forward, i.e., a special meeting, if needed. Mayor McDaniel proposed a withdrawal of the motion and changing the dollar amount to \$384,429. The motion on the table was withdrawn by both parties.

Motion by Chairman Longton; seconded by Commissioner Quinn to approve the Woodard & Curran dated November 15, 2021, Proposal for Design Services for Removal and Replacement of the Rand and Distribution Boxes, amount not to exceed \$384,429 (Three Hundred Eighty-Four Thousand Four Hundred Twenty-Nine Dollars) to be financed with the existing WPCA reserve monies. Discussion: none. Roll Call vote: 3-1-0. *In favor*: Commissioners Longton, Mandler, and Quinn. *Opposed*: Commissioner Siragusa. Motion carried.

Motion by Chairman Longton; seconded by Commissioner Quinn to approve the Woodard & Curran dated November 15, 2021, Proposal for Design Services for Removal and Replacement of the Rand and Distribution Boxes, amount not to exceed \$384,429 (Three Hundred Eighty-Four Thousand Four Hundred Twenty-Nine Dollars) to be financed with the existing WPCA reserve monies, as amended. Discussion: Commissioner Siragusa spoke to the word “removal” in the proposal. WPCA Engineer Mike Headd stated the boxes will remain in place and not removed; Commissioner Siragusa stated the motion does not reflect it. Superintendent Albertson said the proposal does not show removal; Commission Quinn noted the quote was reduced by \$15,000 reflecting the removal. Commissioner Siragusa and Mandler concurred the price quoted for approval was not agreed upon. Mayor McDaniel commented the title on the proposal supersedes the amended plan for removal on the proposal. Superintendent Albertson concurred the proposal is approving the scope of the work. Roll Call vote: 4-0. *In favor*: Commissioners Longton, Mandler, Quinn, and Siragusa. Motion carried.

m. Reports/Referral from Planning & Zoning

Commissioner Siragusa reported the Southeastern Connecticut Water Authority (SCWA) is still looking for a representative. Mayor McDaniel remarked two (2) representatives are needed Town Planner Burdick reported on pending developmental—a 10,000 sq. ft retail building, development on Maple Drive, and residential development on Route 32. Superintendent Albertson commented on an interest in wetlands and revenues associated with connection fees concerning the Manor development on Route 32. Mayor McDaniel cautioned proper analysis before budgeting of revenues.

II. Water Commission

a. Report from Engineers

Superintendent Albertson reported he spoke with a representative of Rand-Whitney who stated the new 2-inch water connection would use approximately 18,000 gallons per day. Currently, there is a lead/copper service line from _____.

b. Old Business

Commissioner Siragusa inquired about funding regarding _____. Superintendent Albertson responded _____. Mayor McDaniel funding was received from the State _____.

c. New Business -- *None*

d. Remarks from the Public

Chairman Longton asked three (3) times for remarks from the public. There were none.

e. Remarks from Commission Members

Commissioner Siragusa asked whether the Town Attorney will answer the question concerning Robert's Rules of Order he raised about Agenda Item I.1.1. Chairman Longton remarked he would get an answer. Mayor McDaniel remarked on the toxic, vitriolic tone of the meetings stating they need to be more civil and said he was perplexed as to what is going on. Chairman Longton remarked the Commission has been asked to send their questions beforehand so they can be properly researched and answered. Mayor McDaniel also remarked that without water and sewer services there would be no development. The plant is a great one that needs to be continuously improved to prevent a failure of infrastructure. He also remarked on the Covid testing sites and the deterioration of the Rand-Whitney distribution boxes attributed to shorted tasks.

f. Adjournment

Motion by Commissioner Siragusa; seconded by Commissioner Quinn to adjourn the meeting at 6:56 p.m. Discussion: None. Voice vote: 4-0, all in favor. Meeting adjourned.

Respectfully submitted by,

Gloria J. Gathers
Recording Secretary, Town of Montville

**AN AUDIO RECORDING OF THE MEETING IS AVAILABLE ON THE TOWN OF
MONTVILLE WEBSITE.**