

Meeting Minutes
Town of Montville Water Pollution Control Authority
Monday, June 6, 2011
Town Council Chambers – Town Hall – 7:00 p.m.

1. **Water and Sewer Commission**

- a. Call to Order
- b. Pledge of Allegiance
- c. Roll Call
- d. Alterations to the Agenda
- e. To consider and act on a motion to approve the meeting minutes of May 2, 2011.
- f. Communications pertaining specifically to matters which concern the Commission
- g. Remarks from the Public Regarding Items on the Agenda. Each speaker will be limited to three minutes of speaking time, including questions and answers for information. Debate with Commission members will not be allowed.
- h. Executive Session
 1. To consider and act on a motion to enter into executive session for the purpose of discussions regarding the employment contract of the WPCA Assistant Superintendent to include members of the Water Pollution Control Authority Mayor Joseph Jaskiewicz and Attorney Ron Ochsner.
 2. To consider and act on a motion to enter into executive session for the purpose of contract negotiations with Rand Whitney Containerboard with regards to a Memorandum of Understanding to include Administrator Lynch, Superintendent Didato, Attorney Ron Ochsner and Attorney Matt Auger.
- i. Special Recognitions/Presentations
 - a. A presentation from Don Iannicelli, an Engineer from Geo Insight to discuss the needs of the RFP.
- j. Report from Commission Attorney on Matters Referred
- k. Report from Operations Division

MONTHLY OPERATING REPORT FOR MAY 2011

1. With the available data to date the Water Pollution Control Facility (WPCF) continues to be in full compliance of its NPDES permit for 2011.
2. There were no treatment plant odor complaints last month.
3. Sludge thickness averaged 4.5% last month.
4. We averaged 138 lbs/day of nitrogen in our discharge so far this year. Our limit for calendar year 2011 is 130 lbs/day. I expect see a reduction in the average, as the flows decrease in the upcoming months.
5. Our front barn has been getting a thorough spring cleaning.
6. We repaired our Cl2 mixer. One small relay, intermittently not working was the problem.
7. Repaired our SBR control room A/C unit. It is imperative to keep computer and drives from overheating.
8. Our crane truck passed its yearly inspection.
9. We worked with RWC on changing out the media in the sand-filters.
10. We replaced an electrical motor on a plant water pump.
11. Installed new belts on our large scrubber

Collection System:

Our Massapeag pump station is on one pump. One of the pumps has been removed from the station to be repaired under warranty. Update: A new pump, level controller, and motor contacts have been installed, the station is now operating well.

Our Peter road pump station has also required some repairs and replacements of vital control equipment. Update: We have ran new conduits for wiring. We are still waiting for more equipment from vendor.

We responded to 3 problems in the collection system. A blockage was found on private property on Manor Road. We had to jack hammer the manhole lids up to inspect our sewer line. Our sewer line was found to be free flowing. We also responded to #695 Route 32. Again the blockage was found to be on private property and our sewer line was found free flowing. Lastly we responded to a blockage on the back side of Brewer Street on an easement run of sewer pipe. The location of the pipe was completely different then what we had on our drawings. It was a challenge to find to find one of the manholes. However, we jetted and used our Roding machine to get the stretch of pipe free flowing. All appropriate agencies were notified and the problem was quickly resolved after responding.

POTABLE WATER

The potable water booster station on Maple Avenue is moving along slowly.

FOG

Tom is making very good progress on the July 1st deadline

- St. Bernard is in the process of ordering an AGRU
- The Polish club has ordered an AGRU
- Herbs Deli has ordered an AGRU
- Hillcrest @ 5 Richard Brown Drive has ordered an AGRU
- The VFW has an AGRU and is going to install it soon

l. Report from Administration Division

We participated in the auction the Town held on the 13th of May at the highway garage. Items that were no longer being utilized at the treatment plant were sent down and auctioned off. We received \$1,560.00 for our items. The money was deposited into the WPCA's account.

We continue to discuss with Rand-Whitney the concept of getting into the commercial rates. I have invited Jim Cobery to attend our WPCA meeting and participate in any discussions or questions members might have.

We continue to send the rate consultant any information he requests. Copies of the rate study's and the facilities plan were sent to them.

I attended a Finance Committee meeting at the beginning of the month. The committee was inquiring if we could pay down more on the money we owe to the town. I informed them that this was not a decision for me to make at this time. I asked the Finance Director to come to our meeting and make the request. No specific dollar amount has been requested at this time. I have put the Finance Director under new business so you can ask question

It was suggested at the Finance meeting, the WPCA would fill the gap (if any) in the Mayor's public safety study. I have reviewed the budget and I recommend we use the Engineering line item to cover any of the Town's short falls. Not knowing exactly how much this study will cost, we might want to consider a specific dollar amount we are willing to give.

Taking back the Finances is going smoothly. We are still working with the Finance Department on moving work over. Maureen and I will be sitting down with the new auditor's to discuss how they want some things to be handled.

Mike and I attended a seminar on writing policies and procedures. It has been very help full to us as we continue to work on the draft of the new policies for the WPCA. I should be able to submit a draft for the commission at the next meeting.

I received news from the State that we will be getting \$10,000.00 for the installation of equipment for remote water reading. We submitted a plan to DEP on the "green" benefits Montville would receive by having remote reading capabilities.

- m. Report from the Mayor
- n. Report from special or sub-committees
- o. Report from Engineers

Date: 6/6/2011

To: Brian Lynch

From: Richard Kruczek

Subject: **Status Report for Montville Facilities Plan Projects**

The following is a status report of the Montville open projects:

Project 36937841 – Facilities Plan (CV \$243,750, B \$243,750) RK, AA, RT, JJ

Project is complete and final copies of the Facilities Plan issued to WPCA and the CTDEP.

Project 36938180 – Other Engineering Support (CV \$ N/A, B \$45,579) RK

Additional support as requested.

Project 36938480 – SBR Blower Mod (CV \$47,600 B \$36,652) RK, AA

Bids were received on January 19, 2011. The apparent low bidder was Weston & Sampson CMR Inc. with a bid of \$239,500. The bids ranged from the low of \$239,500 to \$315,085. Engineers estimate was \$258,000 plus a contingency of \$25,800 or a total of \$283,800. Contract with Weston and Sampson was executed March 7, 2011. Preconstruction meeting convened at the WPCF March 17, 2011. Contract start date was April 1, 2011 with project startup and acceptance by December 26, 2011. Blower submittal received and was released for fabrication on May 27, 2011.

Project 36938373 – SSES LS Tasks (CV \$221,586, B \$121,429) RK, JJ

Smoke Testing, Flow Isolation, Manhole Inspection, Above Ground Survey, and Building Inspections are now complete. We are awaiting the results of the CCTV work. We are in the process of entering the findings into the program with recommendations for rehabilitation. The final report has been started and we hope to wrap up the report in the next two months.

Project 36938383 – SSES IC Tasks (CV \$56,067, B \$22,867) RK, JJ

Flow Isolation and CCTV work is now complete. We are awaiting the CCTV results from National Water Main Cleaning Company. We are continuing to enter the findings and repairs into the IUP application which will be used in the report write-up.

Montville Open Tasks

Open Unpaid Invoices as May 31, 2011

Invoice #	Project #	Date	Amount
4694363	36937841	05/20/11	\$ 731.25
4682823	36938180	05/20/11	\$ 4,733.08
4694363	36938373	05/20/11	\$ 16,397.37
4682834	36938383	05/20/11	\$ 712.88
4694366	36938480	05/20/11	\$ 2,856.00
			\$ 25,430.58

p. Old Business

1. Update/Discussion regarding the progress of the transfer of finances back to the WPCA.
2. Update/Discussion regarding the upgrades to the office space of the Water Pollution Control Authority.

q. New Business

1. To consider and act on a motion to discuss a waiver of a sewer connection fee for 232 Black Ash Road.

THE TOWN OF MONTVILLE WATER POLLUTION CONTROL AUTHORITY hereby resolves to waive The sewer connection fee for 232 Black Ash Road.

2. To consider and act on a motion to go out to bond for repairs at the Treatment Plant.

THE TOWN OF MONTVILLE WATER POLLUTION CONTROL AUTHORITY hereby resolves to go out to bid for repairs at the Treatment Plant.

3. To consider and act on a motion to discuss the possibility of making an adjustment in the debt payment that is currently being made to the Town of Montville.
4. To consider and act on a resolution to grant a temporary waiver of the order to connect to the municipal sewer system by June 6, 2011, to the property located at 273 Black Ash Road, Montville, Connecticut.

THE TOWN OF MONTVILLE WATER POLLUTION CONTROL AUTHORITY hereby resolves to grant a temporary waiver of the order to connect to the municipal sewer system by June 6, 2011, the property located at 273 Black Ash Road, Montville, Connecticut. This waiver shall remain in effect until such time as the on-site septic system presently on the property is deemed to be unsuitable for sewerage treatment as determined by the Montville Health Department or its agent.

This waiver becomes effective only after the WPCA is in receipt of a certification from the State of Connecticut licensed septic tank cleaning contractor that the septic tank has been pumped out, inspected and found to be free of back-flow from leaching field. The tank cleaning must have been accomplished between May 1, 2011 and July 1, 2011, and repeated every three (3) years there-after within the time period specified herein will be sufficient reason for this waiver to be revoked, and the WPCA can cause a connection to the municipal sewerage system to be made, and shall assess the expense of making the connection against the owner of the property located at 273 Black Ash Road, Montville, Connecticut.

- r. Reports/referrals from Planning & Zoning
- s. Payment of bills

1. To consider and act on a resolution to pay bills in the amount of \$13,622.00 (thirteen thousand, six hundred twenty two dollars).

THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES to pay bills in the amount of \$13,622.00 (thirteen thousand six hundred twenty two dollars) per attached Schedule A.

2. Water Commission

- a. Report from Sub-Committees
- b. Report from Engineers
- c. Old Business
- d. New Business

1. To consider and act on a resolution to pay bills in the amount of \$348.00 per attached schedule B.

THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES to pay bills in the amount of \$348.00 (three hundred forty eight dollars) per attached Schedule B.

- 3. Remarks from the Public – Each speaker will be limited to three minutes of speaking time, including questions and answers for information. Debate with Commission members will not be allowed.
- 4. Executive Session – none.
- 5. Remarks from Commission Members
- 6. Adjournment

Schedule A

Robinson & Cole		\$712.50
Branse, Willis & Knapp, LLC		\$ 2,320.00
Suisman, Shapiro, Wool, Brannan, Grey and Greenberg	-	\$10,589.50
	Total:	\$13,622.00

Schedule B

Branse, Willis, & Knapp, LLC	-	\$348.00
	Total:	\$348.00