

Approved: \_\_\_\_\_

**Regular Meeting Minutes**  
**Town of Montville Water and Sewer Commission**  
**Monday, May 5, 2014**  
**Town Council Chambers – Montville Town Hall – 7:00 p.m.**

**1. Water and Sewer Commission**

**a. Call to Order**

Town Councilor May called the regular meeting of the Water and Sewer Commission to order at 7:00 p.m.

**b. Pledge of Allegiance**

All stood and pledged the flag.

**c. Roll Call**

Present were Commissioners Schober, Siragusa, and Thorn. Also present was Administrator Brian Lynch, Superintendent Michael Didato, Town Council Liaison Timothy May, and Mayor Ronald McDaniel. Commissioner Gary Murphy was absent.

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

**e. To consider and act on a motion to approve the meeting minutes of April 7, 2014.**

Motion to approve the Regular Meeting Minutes of April 7, 2014, made by Commissioner Siragusa; seconded by Commissioner Thorn; discussion, none; voice vote, 4-0, all in favor; motion carried.

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

Town Councilor May commented on a notice he received from the Mayor regarding a resident water payment issue involving the lockbox. Administrator Lynch stated that the matter was resolved with the lockbox company.

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

Town Councilor May asked three times for remarks. There were none.

**h. Report from Commission Attorney on Matters Referred**

At Administrator Lynch's request, Attorney Matthew Auger appeared before the Commission and reported on the status of the anaerobic system and new developments regarding the State, owner's consultant, and design. Personal contracts will be reviewed and finalized by Administrator Lynch and the DEEP and then will move forward for design. Ratification by the Town Council regarding the subject matter is not required as all administrative hurdles have been met.

**i. Report from Administration Division**

Administrator Lynch reported that he did not prepare a formal written report for the month of April 2014 as he worked primarily within the office during the absence of M. Benway who

returned to work last week. He stated that documents are being scanned by an outside source used by the Town for conversion to the new accounting system. Also, seasonal help will be hired in mid-May. Town Councilor May asked whether any changes had been noted since implementation of the new work schedule. Administrator Lynch responded that things have been going even better than Superintendent Didato predicted.

**j. Report from Operations Division**

Superintendent Didato submitted a report for April 2014 that was included in the package, as follows:

1. With the available data to date the Water Pollution Control Facility (WPCF) continues to be in full compliance to its NPDES permit.
2. There were no treatment plant odor complaints last month. However, we performed what is called an acid bath on our BIG scrubber. Twice a year, we do this to remove any internal scale that may have built up inside the units. To accomplish this take, all of the internal solution is pumped out and a mixture of water and muriatic acid is added to bring the pH down to 2 for a specific period of time. After this is done, the unit gets flushed and filled with a solution that is within certain operating parameters for both pH and O.R.P. Proper maintenance of the odor scrubbers is what keeps odors under control.
3. Sludge thickness averaged 4.8% for last month.
4. We averaged 68 lbs/day of nitrogen in our discharge over the last month.
5. Regarding the new generator and headwork's project, the generator is on the pad and we have spent time with the contractors facilitating and coordinating the final connected to our MCC. We had a scheduled 8-hour power outage on April 29<sup>th</sup> for installation of the transfer switch. We will need to schedule another outage in the near future to finalize the installation.
6. We have had more problems with our new turbo blower. UPDATE: We did receive the blower in March as expected. However, it was damaged in packaging or shipping. It is back in the hands of the vendor for repair. This had been a very bad experience. UPDATE: It is still not back! It is expected to return May 19<sup>th</sup>.
7. We worked cooperatively with RWC on some leaking fittings on the supply water pipe to RWC. Paul Schaffman of RWC has also contracted excavations for some new test pits on the dedicated lines. The analysis and work to be performed should take place during the 3<sup>rd</sup> week in May. The WPCA staff will be involved making valve changes during the operation. The following is an outline of the project.

Areas that indicate problems with corrosion:

Area 1

Station 115+50 -- just downhill of MH around 15" drain crossing  
Station 14+25 --- nothing on plans indicating a problem but low readings  
Station 113+20 – rock area  
Station 112+00 – not as bad rock

Area 2

Station 46+00 – utility crossings above pipe  
Station 45+20 – rock  
Station 42+10 Rock

Area 3

Station 4+00 – no visible indication but low readings  
Possibly add one or two good zones

Test Pit Data

1. Observation of soil and log soils
2. Sample for chlorides to assess road salt
3. Sample for pH and others per SP recommendations
4. Transmission and return pipe wall thickness and inspection of condition
5. Soil temperature around pipes
6. Grain size and organic content of soil

Purpose is to assess the procedure for reliability on pipe condition assessment.

If it works, then maybe develop a testing program for remainder of the pipe at locations to be determined or all of remaining pipe.

Administrator Lynch also reported that RWC has been working cooperatively and engaged in the project where they will be digging for possible replacement piping.

**k. Report from the Mayor**

Mayor McDaniel thanked Administrator Lynch for resolution on the payment issued discussed earlier. He also reported that contracts were signed and returned to DEP.

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

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

**n. Old Business -- None**

**o. New Business -- None**

THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES to make a one-time payment of Two Hundred Eighty Thousand Twenty-Two Dollars (\$280,022.00) to the Town of Montville for the FY 2013-2014 toward the remaining debt owed to the Town of Montville.

Motion – Discussion – Roll Call

**SAR NO. 2013-56 THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES** to make a one-time payment of Two Hundred Eighty Thousand Twenty-Two Dollars (\$280,022.00) to the Town of Montville for the FY 2013-2014 toward the remaining debt owed to the Town of Montville. Motion made by Commissioner Thorn; seconded by Commissioner Schober; Discussion: Commissioner Thorn asked if the Commission would receive written confirmation of the final payment; Administrator Lynch responded that he obtained the final figures from the Town Finance Director and it matched the WPCA figure to the penny. He also responded to a Town Councilor May about a line of credit. Roll Call Vote, in favor were Commissioners Schober, Siragusa, Thorn, and Town Councilor May; vote 4-0; motion carried.

**p. Reports/referrals from Planning & Zoning -- None**

Commissioner Siragusa and Mayor McDaniel updated the Commission on upcoming town projects.

**q. Payment of bills**

1. THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES to pay bills in the amount of Twelve Thousand Five Hundred Eighty-Nine Dollars and Fifty Cents (\$12,589.50), per attached Schedule C.

**SAR NO. 2013-57 THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES** to pay bills in the amount of Twelve Thousand Five Hundred Eighty-Nine Dollars and Fifty Cents (\$12,589.50), per attached Schedule C. Motion made by Commissioner Schober; seconded by Commissioner Thorn. Discussion: Administrator Lynch stated that the bills constitute settlement of disputed bills from March 2013 and once paid there would be no bills owed to Suisman Shapiro; Roll Call vote, in favor were Commissioners Schober, Siragusa, Thorn, and Town Councilor May; vote 4-0; motion carried.

**1. Water Commission**

- a. Report from Sub-Committees -- None
- b. Report from Engineers -- None
- c. Old Business

Mayor McDaniel stated that discussion regarding the proposed water line be reenergized. Town Councilor May said he will speak with Town Councilor Jaskiewicz regarding the same and Administrator Lynch will touch base with the engineer Sarah Cwkila, a project director at GHD Civil Engineering and the Town's water engineer.

d. New Business

**The Water Pollution Control Authority for the Town of Montville hereby resolves:**

To make a one-time payment of Thirty-Five Thousand Five Hundred Nineteen Dollars and Twenty-Five Cents (\$35,519.25) to the Town of Montville for reimbursement for cost related to the Palmertown water area. Funds to come from fund balance.

Motion -- Second -- Discussion -- Roll Call

**SAR NO. 2013-58 THE WATER POLLUTION CONTROL AUTHORITY FOR THE TOWN OF MONTVILLE HEREBY RESOLVES:** To make a one-time payment of Thirty-Five Thousand Five Hundred Nineteen Dollars and Twenty-Five Cents (\$35,519.25) to the Town of Montville for reimbursement for cost related to the Palmertown water area. Funds to come from fund balance. Motion made by Commissioner Thorn; seconded by Commissioner Schober; Discussion: Administrator Lynch explained that the bills for pre-engineering work for the Palmertown project had been repeatedly submitted to the State for reimbursement of payment that the Town had paid. Since the State will not reimburse the cost and the Town needs to close it books on the matter, the accountant suggested that the cost be paid from fund balance. Roll Call vote, in favor were Commissioners Schober, Siragusa, Thorn, and Town Councilor May; vote 4-0; motion carried.

- e. Payment of Bills – None.
- f. Executive Session --None
- g. Remarks from the Public

Town Councilor May asked three times for remarks. There were none.

- h. Remarks from Commission Members -- None
- i. Adjournment

Motion made by Commissioner Siragusa, seconded by Commissioner Thorn to adjourn the meeting at 7:35 p.m.; discussion, none; voice vote, 4-0; all in favor, motion carried.

Respectfully Submitted by:

Gloria J. Gathers  
Recording Secretary, Town of Montville

Schedule C:

Suisman, Shapiro, Wool, Brennan et al

\$35,519.25