

Approved: _____

**Regular Meeting Minutes
Town of Montville Water and Sewer Commission
Monday April 6, 2015
Town Council Chambers – Montville Town Hall – 6:00 p.m.**

1. Water and Sewer Commission

a. Call to Order

WPCA Chairman May 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 Gary Murphy, Anthony Siragusa, Robert Thorn, and WPCA Chairman/Town Council Liaison Timothy May. Also present were Administrator Brian Lynch, Superintendent Michael Didato, and Mayor Ronald McDaniel. Commissioner Deborah Schober was absent.

d. Alterations to the Agenda -- None

e. To consider an act on a motion to approve the Special Meeting Minutes of March 2, 2015

Motion to approve the Special Meeting Minutes of March 2, 2015, made by Commissioner Thorn; seconded by Commissioner Siragusa; discussion, none; voice vote, 4-0; motion carried.

f. Communications pertaining specifically to matters which concern the Commission -- None

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

Chairman May asked three times for remarks. There were none.

h. Report from Commission Attorney on Matters Referred

Administrator Lynch introduced Commission Attorney Matt Auger who he asked to come before the Commission to update it on the negotiations with Woodard & Curran, the likely engineer/designer and general contractor, of the Anaerobic Pre-treatment System ("APS") conceptual evaluation—a system to reduce BOD by 85% from Rand-Whitney. Attorney Auger

explained that the contract for the same that evolved 1^{1/2} years ago was delayed due to general conditions, supplementary conditions, and an addendum. He added that the contract has been "whittled down" and he is "guardedly optimistic" that it is one-month away from resolution. Attorney Auger stated that two (2) issues remain a sticking point--indemnification and warranty. In the first issue, would the Town of Montville be indemnified in issues surrounding Rand-Whitney if it is sued? As to the warranty factor regarding the APS, would Rand-Whitney hold responsibility for process performance with Woodard Curran as the liability holder? Attorney Auger confirmed that negotiations continue concerning these issues and he seeks to have a telecom with the parties, Administrator Lynch, and Supervisor Didato within a month to resolve them. He also recommended that the WPCA meet with the Town Council as it did a year ago to update them. Discussion followed regarding the life expectancy of the digester with respect to the terms of the contract regarding an increase by Rand-Whitney in BOD capacity not currently deemed by permit with the State of CT DEEP and modification of the permit, an issue that is still unresolved and needs to be discussed, in addition to defining and guaranteeing SBR's and replacement of the APS if it fails. Commissioner May commented on a rate structure as a means for dealing with the capacity rate. Attorney Auger responded to Mayor McDaniel that a performance bond had not been considered regarding indemnity issues. Mayor McDaniel added that in resolutions passed by the Town Council the Town received funds for the design build and no further authorization is required.

i. Report from Administration Division

Administrator Lynch submitted an activity report for March 2015 that was included in the packet as follows:

1. I have enclosed the budget for the next fiscal year in your packet. The budget has decreased slightly from last year. I am projecting the sewer revenues to decrease by around \$100,000. Projected revenues from the Casino look as if they're also going to decrease again. I have made adjustments to the expenditure side of the budget to reflect these changes. Even with these reductions, our rates will not change.
2. The April quarterly bills have been sent out for water and sewer.
3. We are close to an agreement with Woodard & Curran on the construction contract for the anaerobic digester. I have invited Matt Auger to our meeting to go over the contract with us and to answer any questions you might have. Also, when the contract is finished and before we sign, I suggest we hold a joint meeting with the Town Council to keep them updated on the project and to address any of their concerns.

4. I have spoken to Millenium Water about the test well at the school. Now that winter is finally over, they can get onto the property with their equipment. Millenium is working the State and Uncas Health District as they prepare to drill the well.
5. We are waiting on a job description for the part-time position in the WPCA office. As soon as that is completed, we will post the position.
6. Malone & MacBroom's engineers are working our Water Supply Plan. They are still collecting data.

In follow up to his report, Administrator Lynch commented that the sewer budget was his primary focus during the past month.

j. Report from Operations Division

Superintendent Didato submitted an operating report for March 2015 that was included in the packet as follows:

1. With the available data to date the Water Pollution Control Authority (WPCF) continues to be in full compliance of its NPDES permit.
2. There were no treatment plant odor complaints last month.
3. Sludge thickness increased to an averaged 5.6%.
4. We had an average of 58 lbs/day of nitrogen in our discharge last month. Our 2015 limit with the DEEP is 118 lbs/day.
5. We had our annual Life Safety inspection. No safety violations found. Our Staff is doing an outstanding job keeping our plant operating well and doing it safety.
6. Continued work on converting the old grit room into usable and safe work space.
7. Training the new hire, Mr. Kelly, in the lab. I am happy to report that he is learning quickly.
8. Working with Brian on budget.
9. Had to change out and rebuild new decanter gearbox. The men have this procedure down to a science. As a result, the affected SBR is only down for a few hours.

10. Had to change out our big odor scrubber recirculation pump. In the near future, we will need to take it off line for the better part of a day to perform some maintenance and cleaning. An acid solution needs to react with internal scale for hours before it can be put back in operation.
11. For the most part, we have been trying to catch up on some general things that have been put on the back burner as a result of weather conditions.

k. Report from the Mayor

Mayor McDaniel commented that the office is running smoothly.

l. Report from special or sub-committees

Administrator Lynch reported that he, Superintendent Didato, and Chris Clark have interviewed four (4) good engineering firms that they are confident will be handle anything that occurs with Attorney Auger having to do with the anaerobic digester. They are recommending the firm of Wright & Pierce.

m. Report from Engineers -- None

n. Old Business -- None

o. New Business -- None

1. To consider and act on a motion to approve the Sewer budget for fiscal year 2015 – 2016 in the amount of \$5,036,607.00 (Five Million Thirty Six Thousand Six Hundred Seven Dollars).

SAR NO. 2014-63. THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES to approve the Sewer budget for fiscal year 2015 – 2016 in the amount of \$5,036,607.00 (Five Million Thirty Six Thousand Six Hundred Seven Dollars). Motion made by Commissioner Thorn; seconded by Commissioner Murphy. Discussion: Administrator Lynch said that his only concern with the budget was the reduction of \$100,000 due to the low revenues of the Mohegan Casino. He also mentioned a small issue with employee benefits that will resolve itself next year per the Town Finance Director T. Fafard. Administrator Lynch commented that they are doing well with supplies, energy usage is stabilized, and funds are being proactively set aside capital line maintenance issues. Mayor McDaniel said the budget was a good one and will pass. He thanked the WPCA for a great job reducing their budget. He also reminded Commissioner May that he needs to call the Finance Director to have the water budget added to

the Town Council agenda. Roll Call vote: all in favor Commissioners Murphy, Siragusa, Thorn, and May; 4-0; motion carried.

2. To consider and act on a motion to award the bid for WPCA engineering services to Wright & Pierce.

Motion made by Commissioner Siragusa; seconded by Commissioner Thorn to award the bid for WPCA engineering services to Wright & Pierce; discussion, none; voice vote 4-0; all in favor, motion carried.

p. Reports/referrals from Planning & Zoning – None

q. Payment of bills

1. THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES to pay bills in the amount of Three Thousand Seven Hundred Seventy-Eight Dollars and Fifty Cents (\$3,778.50) per attached Schedule A.

SAR NO. 2014-64 THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES to pay bills in the amount of Three Thousand Seven Hundred Seventy-Eight Dollars and Fifty Cents (\$3,778.50) per attached Schedule A. Motion made by Commissioner Siragusa; seconded by Commissioner Thorn; discussion, none; Roll Call vote: all in favor Commissioners Murphy, Siragusa, Thorn, and May; 4-0; motion carried.

II. **Water Commission**

a. Report from Sub-Committees – None

b. Report from Engineers – None

c. Old Business – None

d. New Business – None

e. Payment of bills -- None

f. Remarks from the Public

Chairman May asked three times for remarks. There were none.

g. Remarks from Commission members

Commissioners Thorn and May thanked Administrator Lynch, Superintendent Didato, and Maureen Benway for a great budget.

h. Adjournment

Motion made by Commissioner Siragusa; seconded by Commissioner Thorn to adjourn the meeting at 7:00 p.m.; discussion, none; voice vote, 4-0, all in favor; motion carried.

Respectfully submitted by,

Gloria J. Gathers
Recording Secretary, Town of Montville