

**Regular Meeting Minutes**  
**Town of Montville Water and Sewer Commission**  
**Monday November 2, 2015**  
**Town Council Chambers – 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 6:00 p.m.

**b. Pledge of Allegiance**

All stood and pledged the flag.

**c. Roll Call**

Present were Commissioners Deborah Schober, Commissioner 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.

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

**e. To consider an act on a motion to approve the Regular Meeting Minutes of September 10, 2015**

Motion to approve the Regular Meeting Minutes of September 10, 2015, made by Commissioner Thorn; seconded by Commissioner Siragusa; discussion: Administrator Lynch noted that the heading should be changed to reflect that the meeting was held in the Town Council Chambers, not the Treatment Plant; voice vote, 5-0; all in favor, **motion carried to approve the minutes as amended.**

**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. Special Recognition.**

Commissioners Thorn and May presented a plaque to Superintendent Didato in commemoration of his father, Sebastian Didato, and for his own 25 years of employment with the Water and Sewer Commission, having succeeded his father. The plaque dedicates the new Training Room at the Treatment Center as “The Didato Family Training Room.” Commissioner Thorn stated that it was an honor for him to present the plaque. Superintendent Didato humbly accepted the plaque on behalf of his father.

Mayor McDaniel reported that the Town of Montville recently received the Green Bank Energy Savings Award. The Connecticut Green Bank mantra to towns and cities is as follows: “*When municipalities use less energy, residents save money and can be inspired to use less too. Set a powerful example and help the community you serve save money.*”

**i. Report from Commission Attorney on Matters Referred -- None**

**j. Report from Administration Division**

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

1. In everyone's Dropbox, I have placed the contracts for the anaerobic digester project. There are three different documents that will need to be discussed at our meeting. After speaking to Matt Auger, it was his thought that we go into Executive Session for the purpose of the discussing the contracts.
2. We had some neighbors around the D'Amato sewer pump station voice their displeasure over the new pump station fencing. With the installation of the new generator and propane tank, we required a stronger enclosure to protect the station. We replaced the older cracked and broken white plastic fence with rubber coated chain link fencing. We also had black rubber slates fitted into the fence so people could not see in. After some discussion, we purchased some plants to be planted around the pump station. I placed this on the agenda to discuss whether we want some type language in our regulation regarding pump stations and what we would allocate to planting.
3. On December 1<sup>st</sup>, we are going to be switching over from the old billing system (Continental) to the new Tyler billing system. Everyone in the office has been receiving training over the past month. Hopefully, everything will go smoothly.
4. The owners of the Jensen Over-55 Housing Developments met with Mike, Tony, and me about the possibility of expanding our water system to bring water and sewer to their other site across from their present development. They also asked if we were interested in taking over the Lower Marina water system.

**k. Report from Operations Division**

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

1. With the available data to date, the Water Pollution Control Facility (WPCF) continues to be in full compliance of its NPDES permit.
2. There were no treatment plant odor complaints last month.
3. Sludge thickness averaged about 4.5%.
4. We had an average of 57 lbs/day of nitrogen in our discharge last month. Our 2015 average limit with the DEEP is 118 lbs/day.
5. In addition to the town wide safety training conducted, we had 4 of our licensed water distribution operators getting some of the required training to maintain their certification.
6. This past month we winterized equipment and sub-systems, as well as prepared our snow removal equipment.
7. I took about 50 pictures and added captions of small projects and housekeeping jobs that needed to be accomplished. These photos are available in a loose leaf binder for anyone that has available time outside their daily assignments. This always works out well. The plant stays looking and operating at top notch. The men take pride of our facility!

8. The leaky ridge vent on our large barn had been fixed by our local inmates. They are truly talented in all construction disciplines.
9. Built and assembled more shelving in our records archive vault. Everything is now off the floor and has been organized.
10. Completed another year of chlorination and all of the associated lab testing/reporting.
11. Continue training of the newest operators.

- l.** Report from the Mayor -- None
- m.** Report from special or sub-committees -- None
- n.** Report from Engineers -- None
- o.** Executive Session

To consider and act on a motion to enter Executive Session for the purpose of discussion on the impending MOU between Rand-Whitney Containerboard, Woodard & Curran, and the Montville WPCA, regarding the anaerobic digester project. The Executive Session will include WPCA Commissioners, Mayor Ron McDaniel, Administrator Brian Lynch, Superintendent Mike Didato, and Attorney Matt Auger.

Motion made by Commissioner Schober and seconded by Commissioner Thorn to consider and act on a motion to enter Executive Session at 7:09 p.m. for the purpose of discussion on the impending MOU between Rand-Whitney Containerboard, Woodard & Curran, and the Montville WPCA, regarding the anaerobic digester project. The Executive Session will include WPCA Commissioners, Mayor Ron McDaniel, Administrator Brian Lynch, Superintendent Mike Didato, and Attorney Matt Auger. Discussion, none; voice vote, 5-0; all in favor, **motion carried**.

Commissioner May stated for the record that the Commission et al came out of Executive Session at 6:43 p.m., with no votes taken.

**p.** Old Business

1. Discussion on future fencing around sewer and water pump station.

Administrator Lynch summarized for the Commission the basis for replacement of the fence and plantings surrounding the D'Amato pump station. He explained that the fence protects the generators and the propane tank. His request before the Commission is for clarification for fencing and plantings for the future surrounding this issue. Per discussion, Commissioner Murphy stated that if vandalism is an issue, it is imperative that fencing be considered wisely. Mayor McDaniel stated that each incident should be considered on a case-by-case basis and be unique for the character of the neighborhood. Commissioner May stated that a standard/typical plan schedule should be considered for the future. Administrator Lynch concluded that he would bring before the Commission next month a plan that will include plants that require minimal watering.

**q.** New Business

1. To consider and act on a motion to set the date of December 7, 2015, at 5:30 p.m., in the Council Chambers for a public hearing on the proposed 7 lot re-subdivision on Carol Drive and Sharp Hill Road, the proposed development will include the extension of the sewerage collection system. Motion – Discussion – Roll Call

Motion made by Commissioner Thorn; seconded by Commissioner Murphy to consider and act on a motion to set the date of December 7, 2015, at 5:30 p.m., in the Council Chambers for a public hearing on the proposed 7 lot re-subdivision on Carol Drive and Sharp Hill Road, the proposed development will include the extension of the sewerage collection system. Discussion: Attorney Harry Heller, representative for the developer explained that residential subdivision that consists of 1 ½ acre lots would be extended 350 feet to create a cul-de-sac and 7 additional lots. An extension of sewer line would be paid for by the developer and would not require a pump station. Mayor McDaniel said the extension would correct other problem. Administrator Lynch stated that he and Superintendent Didato had looked at the area that is contingent upon a public hearing. Roll Call Vote: all in favor Commissioners Murphy, Schober, Siragusa, Thorn, and May; 5-0; **motion carried.**

r. Reports/referrals from Planning & Zoning – None

s. Payment of bills

1. THE TOWN OF MONTVILLE WATER AND SEWER COMISSION HEREBY RESOLVES to pay bills in the amount of Two Thousand Nine Hundred Eighty-Six Dollars and Fifty Cents (\$2,986.50) per attached Schedule A. Motion – Discussion – Roll Call Vote.

**SAR NO. 2016-67 THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES** to pay bills in the amount of Two Thousand Nine Hundred Eighty-Six Dollars and Fifty Cents (\$2,986.50) per attached Schedule A. Discussion, none; Roll Call Vote: all in favor Commissioners Murphy, Schober, Siragusa, Thorne, and May; 5-0; **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. As an out-of-towner, Administrator Lynch wished good luck to those up for election.

g. Remarks from Commission members

As a resident, Commissioner May wished good luck to those up for election.

h. Adjournment

Motion made by Commissioner Murphy; seconded by Commissioner Siragusa to adjourn the meeting at 6:98 p.m.; discussion, none; voice vote, 5-0, all in favor; **motion carried.**

Respectfully submitted by,

Gloria J. Gathers  
Recording Secretary, Town of Montville

Suisman, Shapiro, Wool, Brennan et al

Schedule A  
\$2,986.50