

Draft
Town of Montville Water Pollution Control Authority
Special Meeting Minutes of April 6, 2009
Town Council Chambers – 6:00 p.m.
Town Hall

I. Water Pollution Control Authority

a. **Call to Order** –Chairman May called the Special Meeting of the Water Pollution Control Authority to order at 6:00 p.m.

b. **Pledge of Allegiance**

c. **Roll Call** – Present were Commissioners Geary, May, Siragusa and Thorn. Absent was Commissioner Schober. Also present were Administrator Brian Lynch, Superintendent Michael Didato and Mayor Jaskiewicz.

d. **Approval of the Minutes**

1. Motion made by Commissioner Geary, seconded by Commissioner Thorn to approve the Regular Meeting minutes of February 2, 2009. Discussion: none. Voice vote: 4-0, all in favor, motion carried.

2. Motion made by Commissioner Geary, seconded by Commissioner Thorn to approve the Regular Meeting minutes of March 5, 2009 with the following correction: Page 4 change the wording of “facilities rate study” to “facilities study”.

e. **Communications** – Chairman May inquired if there were any communications for discussion.

f. **Remarks from the Public Regarding Items on the Agenda** – none.

g. **Report from the Operations Division**

Michael A. Didato, WPCA Superintendent submitted his monthly operating report for the month of March, 2009 with the following information:

The Water Pollution Control Facility was in full compliance of its NPDES permit for February. There were no treatment plant odor complaints during the month. Last month sludge thickness averaged 5.6%. We averaged 59 lbs per day of nitrogen in the discharge last month. The close attention to the effluent has paid off again. He received a letter from the DEP stating that the WPCA will be getting a check in the amount of \$17,608 for the nitrogen credit exchange program. There have been a number of phantom alarms that require investigation frequently. The DEP had Philip Smith bring a new employee of their agency to visit the facility. Every function of the facility was inspected and discussed. The Montville facility was selected as a model plant for the operation and maintenance of the wastewater facility. The contractor for the roof has started this month. NEWEA has completed the safety survey for last year on wastewater plants in Connecticut. There were two hundred seventy eight reported accidents from those that replied to the survey of those forty nine involved lost time from work totaling fifteen hundred and eighty hours. The most frequent injury is still the back from slip and falls and strains. Leg injuries were the second highest. These injuries can involve needing surgery, painful rehabilitation and possibly limiting the injured person from returning to their previous level of function. Montville is very proactive in preventing accidents. We utilize safety chains around tanks and stairs, installed signage around the plant warning of a hazard and painted stairs and other hazards safety yellow. Last month Mr. McNally prepared for our annual life and safety inspection. I am happy to report that for the fourth year in a row we had no violations.

Collection System

As discussed last month, the flow monitoring has started as scheduled in March. A sinkhole has developed in the area of last years line break on Chesterfield Road. It was from storm water and not a failure of the wastewater system. Administrator Lynch and Public Works Director, Don Bourdeau, worked together on sharing responsibilities. Camp Oakdale was pumped out with the Town's septic truck.

Projects/Connections

The condos on Old Fitch Hill Road have tied into the system and they have sold two of the nine units so far. The pump station is working but still needs a few corrections. A woman is looking into opening the old Peter X's and the town is working with her on FOG. An AGRU has been installed and they are now FOG compliant. The Village Apartment is starting work on the new building. They have not submitted plans on the pump station upgrade yet. A letter has been sent stating they must comply with our regulations and they called Administrator Lynch to inform him that the plans would be on there way soon. The realtor for the former Beit Bros. is inquiring about FOG compliance for the store as they may soon re-open it as a Tri Town food store. They have two old septic tanks they want to use as grease interceptors but most likely they will not meet FOG requirements. NRG has inquired about discharging their wastewater to our plant. Currently they have a permit and discharge to the river. Many things need to be worked out before this comes to fruition. Administrator Lynch and Mr. McNally had a meeting with two of their men to discuss some conceptual ideas. A developer called and inquired about building a retail/office building on the corner of Route 32 and Golden Road. Information is being provided to them. Mr. McNally received a call from a real estate agent about a piece of property on the corner of Connecticut Boulevard and Maryland Road. The owner may want to build an apartment building on this site. Two sets of plans have been received for two duplexes on Platoz Drive and at this point the facility has the capacity to handle the flows and a letter has been sent indicating so. A billing adjustment will be made to an existing home located at 1552 Route 32 when it becomes a two family home.

Potable Water

As of February 24, 2009 at 9:00 a.m. the Town of Montville is in the water business. At 9:45 p.m. we received a call from the Mayor's Office reporting a hydrant hit on the corner of Dock and Lathrop Road. The hydrant has been replaced and a bill will be sent to the responsible party. The water meter pit on Dock Road was pumped out, cleaned and the lids were secured to prevent rain from getting in. A bad seal on the Roseland Hill Pump Station will be repaired soon. The water reads have been collected and calculated. Discussions were held with the man that procured the potable water meters for Groton. A determination is required as to what brand of water meter might best serve the interest of the Town. Groton uses Sensus water meters and has found them to be a reliable meter. The rough cost for a three quarter inch meter is about ninety dollars. There may be added benefits to using a Sensus water meter because they are upgradeable to be remotely read. Groton is currently installing meters that give streaming information directly to their facility. A meeting to discuss the arrangement of a cooperative endeavor with them using their existing telemetry may be in order. Although it would be difficult to forecast a pay back period for installing new water meters the Town is overdue for a meter replacement program.

A discussion was held regarding a possible internship of a student from the High School to promote the job of wastewater treatment operator. The job is a well paying, rewarding career that is often overlooked by people who are entering the work force.

Documentation from the Brown family has been received as requested and the system has been capped and they were charged for the first quarter use only.

h. Report from the Administration Division

Administrator Lynch stated he will be sending out the first water bills this week. Southeastern Connecticut Water went with the MTUA on the first readings and have found a number of discrepancies in the readings. The errors have been corrected and now we now have a good base for the meter readings. We have started to gather all the information that Rand Whitney wanted. They withdrew their FOI request and asked for it under the disclosure heading of the arbitration hearing so they can not be charged for the approximate twenty two thousand copies. This information has been sent to Robinson and Cole for their review. The contract for the booster pump station for the Palmertown area is ready to be signed. It will be sent to the Town Council for their approval and then the Mayor can sign the contract. It is important that this project get underway as soon as possible. Residents of Jensen's development are calling regarding the amount of water they are going to need for their homes. The Special Meeting with the Town Council went very well and they are supportive of this situation. They asked they be updated as things progress. There was a meeting with the WPCA Union Representatives over the new contract. There are some questions and the Union representative has asked for some information. The first quarter sewer bills were sent out last week. He thanked everyone for the great job with the transition over the past months and stated it has been very professional.

Motion made by Commissioner Geary, seconded by Commissioner Thorn to move agenda item II Water Commission item (b) Report from Engineers to the top of the agenda for discussion. Discussion: Chairman May suggested this be done because Chris Clark is available at this time to discuss the unaccounted for water with the Commission. Voice vote: 4-0, all in favor, motion carried.

II Water Commission

b. Report from Engineers

Chris Clark gave the Commission an update regarding the transition, stating it went well and was very professional. He discussed the unaccounted for water, stating thirty to thirty five percent unaccounted for water is a high number, and ten to thirteen percent is an acceptable number by most standards. He discussed the unaccounted for numbers at the Mohegan Sun, stating that even with brand new equipment there is a three percent loss of water considered unaccounted for. This is approximately two million gallons of water that are not billed. He believes there is a variation between meters that is causing the discrepancy. He stated the Town will get a base reading once the first meters have been read and there is a base for comparison. He distributed a spreadsheet depicting meter readings for the Commission to review that indicates percentage of error for each meter over a period of time.

Administrator Lynch thanked the MTUA, Mr. Didato, Mr. Clark, and Maureen for a job well done during the transition period.

h. Report from the Mayor

Mayor Jaskiewicz discussed the proposed Union Contract for the Assistant Superintendent, stating it is up to the Town Council to approve before further action is taken. He discussed a meeting with the Town of East Lyme regarding expanding their water system. He thinks it may be time for the Town of Montville to expand as well, and discussed funding for the proposal. He discussed the Facilities Study and the Clean Water Fund Grant.

j. Report from Special or Sub Committees – none.

I Sewer Commission

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k. **Report from Engineers**

Richard Kruczek discussed his Status Report for Montville Facilities Plan Projects with the Commission. Topics discussed included Project 36937841, Facilities Plan, New screening equipment, basement headworks painting/ refurbishing concrete, Grit removal, Building Upgrade for the screenings and grit removal equipment, Project 36937842 I/I Study Phase I, Project 36937843 Digital Database & Graphics, Project 36937954 Rate Study and Project 36938180 Other Engineering Support. Open unpaid invoices as of April 6, 2009 totaled \$25,513.60. A lengthy discussion was held regarding whether or not to send a draft form of the Facilities Plan to DEP for review prior to the Public Hearing. Chairman May indicated the Town Planner would like to review this document as well.

l. **Old Business**

a. **Set a date for the Public Hearing regarding Sewer Rate increase.**

Administrator Lynch suggested the Public Hearing be scheduled for 6:30 p.m. on May 4, 2009, one half hour prior to the regularly scheduled meeting. **Motion made by Commissioner Geary, seconded by Commissioner Thorn to schedule the Public Hearing regarding the sewer rate increase for Monday, May 4, 2009 at 6:30 p.m. Discussion: none. Voice vote: 4-0. Motion carried.**

m. **New Business**

1. **SAR 2009-020. The Water Pollution Control Authority for the Town of Montville hereby resolves to approve the sewer budget for fiscal year 2009-2010 in the amount of \$6,545,665.00.** Motion made by Commissioner Geary, seconded by Commissioner Thorn. Discussion: Administrator Lynch discussed the differences between this proposed budget and last year's budget and the price of legal fees in the upcoming year. A discussion was held regarding arbitration and the cost of doing so. Richard Kruczek discussed the four new line items proposed for this budget and clarified each. **Roll Call Vote: 4-0, voting in favor of adopting the resolution were Commissioners Geary, May, Siragusa and Thorn. Voting in opposition: none. Resolution adopted.**

Chairman May asked for a motion to move agenda item II Water Commission (c) To discuss the proposed 72 unit condo on Chesterfield Road and Route 163 located in Montville exclusive service area. **Motion made by Commissioner Geary, seconded by Commissioner Thorn. Discussion: none. Voice vote: 4-0, all in favor, motion carried.**

II **Water Commission**

c. **Old Business**

To discuss the proposed 72 unit condos on Chesterfield Road and Route 163 located in Montville exclusive service area.

Attorney Heller gave an overview of the discussions held the last time he was before the Commission, stating he is requesting the Town relinquish their rights to sell the proposed development water so that the development may purchase water from the Southeastern Connecticut Water Authority.

Commissioner Geary suggested the Commission review the revised March 2001 coordinated Water System Plan, Final Recommended Exclusive Service Area Boundaries of the CT DPH and SECT WUCC prior to making a final decision. He offered to have the document copied and sent to each Commissioner as soon as possible.

A lengthy discussion was held regarding the proposed "Reversed Jensen's" proposal as discussed at the previous meeting and whether or not the attorney has reviewed the alternatives.

Administrator Lynch offered to meet with Attorney Heller regarding this issue and offered to look into the possibility of sending the Commissioners the WUCC report to review. He indicated he will look at dates for a Special Meeting to discuss and vote on this issue.

I Water Pollution Control Authority

2. The Water Pollution Control Authority for the Town of Montville hereby resolves to approve the job descriptions for the Superintendent and Assistant Superintendent of the Water Pollution Control Authority and to forward the job descriptions to the Town Council for approval. Motion made by Commissioner Geary, seconded by Commissioner Thorn. Discussion: Commissioner Geary suggested changing the word "stress" to "stressful" on page 3 under Physical Demands. He suggested voting on each contract separately for clarification. **Motion made by Commissioner Geary, seconded by Commissioner May to amend the wording as suggested on page 3 and to vote on each position separately. Voice vote: 4-0, all in favor, motion carried.**

SAR 2009-021. The Water Pollution Control Authority for the Town of Montville hereby resolves to approve the job description for the Superintendent of the Water Pollution Control Authority and to forward the job descriptions to the Town Council for approval. Motion made by Commissioner Geary, seconded by Commissioner Thorn. Discussion: none. **Roll Call Vote: 4-0, voting in favor of adopting the resolution were Commissioners Geary, May, Siragusa and Thorn. Voting in opposition: none. Resolution adopted.**

SAR 2009-022. The Water Pollution Control Authority for the Town of Montville hereby resolves to approve the job descriptions for the Assistant Superintendent of the Water Pollution Control Authority and to forward the job descriptions to the Town Council for approval. Motion made by Commissioner Geary, seconded by Commissioner Thorn. Discussion: none. **Roll Call Vote: 4-0, voting in favor of adopting the resolution were Commissioners Geary, May, Siragusa and Thorn. Voting in opposition: none. Resolution adopted.**

3. To consider and act on a motion to appoint two officials to prepare the Annual Capacity Reports required per agreement. Motion made by Commissioner Geary, seconded by Commissioner Thorn. Discussion: Commissioner Geary suggested this be approved by resolution at the next regularly scheduled meeting. He suggested this item be placed on the agenda each April for accountability purposes. He indicated if it is not done it could be detrimental. He suggested the appointment of the Superintendent and the Assistant Superintendent of the WPCA to prepare the Annual Capacity Reports. **Motion made by Commissioner Geary, seconded by Commissioner Thorn to appoint the acting Superintendent and Assistant Superintendent of the WPCA to prepare the Annual Capacity Reports as required per agreement. Discussion: none. Voice vote: 4-0, all in favor, motion carried.**

n. **To consider and act on referrals from Planning & Zoning.** Chairman May reviewed a discussion he had with the Town Planner regarding forwarding her documentation regarding the Facilities Study.

o. **To consider and act on the payment of bills**

SAR 2009-023. The Water Pollution Control Authority for the Town of Montville hereby resolves to pay invoices in the amount of \$9,606.51 per attached. Motion made by Commissioner Geary, seconded by Commissioner Thorn. Discussion: none.

Roll Call Vote: 4-0, voting in favor of adopting the resolution were Commissioners Geary, May, Siragusa and Thorn. Voting in opposition: none. Resolution adopted.

p. **Executive Session**

To discuss billing issues and to discuss personnel issues. Administrator Lynch indicated there is nothing to discuss and an Executive Session is not required.

II Water Commission

a. **Report from Special or Sub-Committees** – none.

d. **New Business**

SAR 2009-024. The Water Pollution Control Authority for the Town of Montville hereby resolves to approve the water budget for fiscal year 2009-2010 in the amount of \$933,500.00 and forward it to the Town Council. Motion made by Commissioner Geary, seconded by Commissioner Thorn. Discussion: Discussions were held regarding the increase in user's fees and the impact of the Department of Corrections and the Mohegan Sun have on the usage. Commissioner Geary suggested the budget be forwarded to the Finance Director as well as the Town Council. **Roll Call Vote: 4-0, voting in favor of adopting the resolution were Commissioners Geary, May, Siragusa and Thorn. Voting in opposition: none. Resolution adopted.**

e. **To consider and act on the payment of bills**

SAR 2009-025. The Water Pollution Control Authority for the Town of Montville hereby resolves to pay bills in the amount of \$337.50 as per attached. Discussion: none. **Roll Call Vote: 4-0, voting in favor of adopting the resolution were Commissioners Geary, May, Siragusa and Thorn. Voting in opposition: none. Resolution adopted.**

III Remarks from the Public – none.

IV Remarks from the Commission Members – none.

V Adjournment. Motion made by Commissioner Thorn, seconded by Commissioner Geary to adjourn the meeting at 8:00 p.m. Discussion: none. Voice Vote: 4-0, all in favor, motion carried. Meeting adjourned.

Respectfully Submitted by:

Audrey Ulmer, Recording Secretary for the Town of Montville

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INVOICES April 6, 2009

Sewer \$ 9,606.51

Robinson & Cole LLP - \$ 9,552.51

Branse, Willis & Knapp, LLC - 54.00

Water \$ 337.50

Branse, Willis & Knapp, LLC - \$ 337.50