

Town of Montville Water and Sewer Commission
Regular Meeting Minutes – November 4, 2019 – 6:00 p.m.
Town Council Chambers – Montville Town Hall

1. Water and Sewer Commission

a. Call to Order

Chairman Rogers 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 Shawn Jinkerson, Chuck Longton, Anthony Siragusa, and Chairman/Town Councilor Jeff Rogers. Also present was WPCA Chief Operator/Superintendent Derek Albertson and Mayor Ronald McDaniel. Commissioner Brian Quinn (who was traveling for work) was absent. A quorum was present.

d. Alterations to the Agenda -- *None*

e. 1. To consider and act on a motion to approve the Regular Meeting Minutes of October 7, 2019.

Motion by Commissioner Siragusa, seconded by Commissioner Longton to approve the Regular Meeting Minutes of October 7, 2019. Discussion: none. Voice vote, 4-0, all in favor. Motion carried.

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

WPCA Chief Operator/Superintendent Albertson reported on a notice received from a Corrigan inmate that he responded to the week of its receipt but said his response was routed to the Warden as per protocol for general mail. The inmate complained about not having seen the Consumer Confidence Report that Chief Operator/Superintendent Albertson sent. Mayor McDaniel explained the inmate concern was a quality of water issue found at other correctional centers.

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

Chairman Rogers asked three (3) times for remarks. There were none.

h. Report from Operations/Administration Division

WPCA Chief Plant Operator/Superintendent Albertson submitted an Operations Report for October 2019 as follows:

1.0 Compliance/Process

1.1 Water Pollution Control Facility

The monthly effluent was found to be within federal and state limits. The new (5-year) permit will be issued in early November, and it appears to be relatively unchanged; the existing collection system and treatment plant are adequate to meet effluent controls.

Effective waste sludge thickening (5% solids) resulted in fewer truck hauls. Approximately 39.5 lbs/day of Total Nitrogen were discharged in the treated effluent- well below the CTDEEP WPCF general permit limit of 118 lbs/day and represents the lowest effluent concentration.

1.2 Water Supply

The water supply met required standards.

2.0 Staff

2.1 Staff

No reports of employee injury this month. Organizational charts were constructed and submitted to the Chairman (based on existing information) for the wastewater and water groups, respectively.

During a CTDEEP site visit, Susan Unger inquired about current (dedicated) staff for the wastewater collection system. For remedy, I repeatedly requested that the *Collections Operator II* position be posted (opened). By dedicating staff to the collections system, a commitment is shown to ensure the proper transmission of wastewater to the treatment plant as well as show compliance with an USEPA CMOM directive.

3.0 Equipment

An automatic transfer switch should be installed to ensure the rear of the plant receives adequate power during storm events (loss of street power).

4.0 Projects

Progress is being made on the various projects including the grit chamber, chlorination/water recycle system, and fuel cell.

5.0 CIP Projects

The Main Pumps have been replaced and operating well. The Holly Hill generator has been installed and is working as planned. The new Pump Truck has been received and is operational. The Crane Truck is being constructed. The Wright-Pierce draft Preliminary Design Report for the Sewer Easement Improvements Project report was received on October 30.

Other Projects: Samplers/SBR Diffusers/RAS Meter/New Workstations (FY 2019/2020)

The composite samplers have been purchased with one of the existing (older) samplers having been replaced. SCADA and Motor Control updates will be completed at the Lathrop and Orchard Hill Pump Stations. SBR-4 will have its fine-bubble diffusers replaced to improved oxygen delivery and energy efficiency. The computer control at Pheasant Run Pump Station was improved by Woodard & Curran personnel on September 13 and 30 as part of the rehabilitation of this

facility. The Return Activated Sludge (RAS) meter will be purchased to better determine flow as part of process control and calculations (i.e., Detention Time, Solids Loading, F/M, MCRT). A new RAS pump was installed in SBR-4. The computer workstations (and associated software) will be installed during this fiscal year by Woodard & Curran. The HMIs will allow for better monitoring and keep software current with existing monitoring standards within the federal and state permits.

FY 2021 CIP projects are being discussed.

6.0 Development

Construction work has continued at the former Faria property for the proposed residential development (72-unit apartment complex).

7.0 Finances

Year to Date Budget(s) were included in the information in the WPCA “drop box” and should be self-explanatory.

Chief Operator/Superintendent Albertson summarized specific items on his report and concluded the plant was running well. He also gave kudos to staff for their due diligence during the storm and rain event over the past few weeks. Commissioner Siragusa asked about the status of the Audit recommendations to which Chief Operator/Superintendent Albertson said he must discuss it with and obtain the consent of Mayor McDaniel. He further stated he had reviewed the Audit several times and said some changes effect staff job descriptions. Commissioner Jinkerson suggested and Chairman Rogers concurred that Chief Operator/Superintendent Albertson should prepare a report listing the Audit recommendations and noting the status of each item and email the same to the Commission for review. Commissioner Siragusa also asked whether contact was made with the Mayor regarding IT or with Mercury Computers. It was noted by Mayor McDaniel that IT did not come under his purview. Chief Operator/Superintendent Albertson stated he had not but would be meeting with the Town Auditor this week to formulate a plan and added the Town Auditor had delayed the meeting over the past month. Commissioner Jinkerson suggested the Audit recommendations be included as an agenda item for next month. Chairman Rogers noted the Commission is small and still has a criminal case ongoing. Commissioner Siragusa then asked for the status of the water sampling per the State. Chief Operator/Superintendent Albertson noted the State DEEP had inquired why there was not a dedicated staff person, Operator 2 Collection, that he said needed to be done. When questioned by Commissioner Siragusa, Chief Operator/Superintendent Albertson responded there was no one strictly working on sewer which was recommended per the 2015 State report. Mayor McDaniel noted is was a recommendation not a mandate. Chairman Rogers suggested taking a mechanic and identifying that person as a collections operator but Commissioner Longton said his understanding of CMOM meant the job (collections operator) would be the only done by that staff person which according to Mayor McDaniel required restricting of staff that was not appropriate at this time.

i. Report from Mayor -- None

j. Report from Engineers

Chief Operator/Superintendent Albertson said CIP and regular projects are being worked on and reported on a new pumper truck stating the turbo on the old truck blew. He said the old truck with 1 million plus miles could be used but could also be sold with one possible offer pending of \$6,500. Mayor McDaniel said the plan per the Town Finance Director and he is to sell the old truck.

k. Executive Session

Motion by Commissioner Siragusa; seconded by Commissioner Longton to consider and act on a motion to go into Executive Session at 6:22 p.m. for purpose of providing the status update on a personnel matter. Discussion: none. The Commission returned from Executive Session at 6:51 p.m. Chairman Rogers stated no votes were taken.

l. Old Business

1. Update on Forensic Audit.

Chairman Rogers said there has been no movement on Audit and he speculated there would not be until after the election. Per a question by Commissioner Quinn, Chairman Rogers said the criminal complaint is in the hands of the State Police and that he was told the delay was due to manpower/priority issues. He then asserted his belief that the investigation was being stalled for political reasons, a statement he stands by.

m. New Business

1. **THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES** to approve \$8,000.00 land survey cost for the proposed co-gen facility location/driveway easement.

Motion – Discussion – Roll Call

SAR-NO. 2020-05 THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES to approve \$8,000.00 land survey cost for the proposed co-gen facility location/driveway easement. Motion by Commissioner Longton; seconded by Commissioner Jinkerson. Discussion: Chief Operator/Superintendent Albertson explained the cost for the survey was initially cheaper at \$5,000 but existing wetlands delineations were found on Pink Row and the area adjacent to the emergency generator on the slope. He spoke of the 1 million savings through the Dooson Energy project and Eversource. Commissioner Siragusa asked why the bid process (for the \$5,000 cost) was necessary since the Commission has contracted engineers. Motion by Commissioner Longton; seconded by Commissioner Siragusa to amend the motion to send the cost for survey out to bid to two (2) additional bids. Discussion: Commissioner Jinkerson said when the Dooson project was brought to the Commission it was said it would not incur additional

cost. It was explained that the current survey on file was not adequate. This motion was withdrawn. Motion by Commissioner Siragusa; seconded by Commissioner Longton to waive the bid process and accept survey cost as presented. Roll Call vote: *In favor*, Commissioners Longton, Siragusa, and Chairman Rogers. *Opposed*, Commissioner Jinkerson. Motion carried, 3-1. Motion by Commissioner Siragusa; seconded by Commissioner Longton to approve the original motion as amended. Discussion: none. Roll Call vote: *In favor*, Commissioners Longton, Siragusa, and Chairman Rogers. *Opposed*, Commissioner Jinkerson. Motion carried, 3-1

2. **THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES** to approve up to \$20,000.00 for new automatic transfer switch (ATS) with installation to ensure power to the rear of the plant in the event of power failure.

Motion – Discussion – Roll Call

SAR-NO. 2020-06 THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES to approve up to \$20,000.00 for new automatic transfer switch (ATS) with installation to ensure power to the rear of the plant in the event of power failure. Motion by Commissioner Longton; seconded by Commissioner Jinkerson. Discussion: Chief Operator/Superintendent Albertson explained that in emergency situations the rear of the plant does not have ATS to the tanks and will not get air. He said the cost of the switch is approximately \$6,000.00 and the installation by an electrician is \$12,000.00. Chief Operator/Superintendent Albertson said the new switch would last for 15-20 years and ensure the plant would not lose power during storms. He also said the current switch is not working. Operator Lily said the panel is not wired for emergency service to a generator and the switch will make it happen. Chief Operator/Superintendent Albertson said the cost of the labor was discussed already with a contractor currently used and said the switch would be a way to reduce costs. Commissioner Jinkerson spoke about catastrophic incidents in relation to the 4-inch storm that occurred two (2) weeks ago referenced by Chief Operator/Superintendent Albertson. He spoke about contractors and subs being given work and his unwillingness to forego the \$5,000 limit for bids. Commissioner Longton commented that authorized spending does not preclude the bid process but Chief Operator/Superintendent Albertson said the switch would constitute an emergency process. Chairman Rogers said in the future it would best that the Commission were made aware of this type of issue beforehand and Chief Operator/Superintendent Albertson offered to get more information. Motion by Commissioner Longton; seconded by Commissioner Siragusa to amend the motion to bypass the bid process due to emergency. Discussion: none. Roll Call vote: *In favor*, Commissioners Longton, Siragusa, and Chairman Rogers. *Opposed*, Commissioner Jinkerson. Commissioner Longton noted he voted in favor of the motion reluctantly. Motion carried, 3-1. Vote on the original motion as amended. *In favor*, Commissioners Longton, Siragusa, and Chairman Rogers. *Opposed*, Commissioner Jinkerson. Motion carried, 3-1. Chairman Rogers said he agreed with Commissioner Jinkerson that this was not the right way to do business.

3. **THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES** to approve the Settlement Agreement between the Town of Montville and Teamsters Local 493 regarding Case No. MMP-33754.
Motion – Discussion – Roll Call

SAR-NO. 2020-07 THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES to approve the Settlement Agreement between the Town of Montville and Teamsters Local 493 regarding Case No. MMP-33754. Motion by Commissioner Longton; seconded by Commissioner Jinkerson. Discussion: Commissioner Siragusa said he spoke against the motion stating duties were reduced so the job should be done. *In favor*, Commissioners Longton, Jinkerson and Chairman Rogers. *Opposed*, Commissioner Siragusa. Motion carried, 3-1.

n. Reports/referrals from Planning & Zoning

Commissioner Siragusa said there was nothing from Planning & Zoning to report but did report on vandalized SCWA pump stations in Ledyard. Chief Operator/Superintendent Albertson said the Town's water plan has a diversion plan specific to sabotage. Mayor McDaniel said the vandalizing did not pertain to the Town.

o. Payment of Bills -- None

As he did last month, Commissioner Siragusa asked to see the engineering bills stating he wanted to see what was being paid. Mayor McDaniel said he could send bills paid by grant.

II. Water Commission

a. Report from Engineers --None

b. Old Business -- None

c. New Business

1. **THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES** to approve a rebate on quarterly bills in the amount of \$25.00 twice a year for those that participate in the new Lead & Copper Sampling plan.
Motion – Discussion – Roll Call

SAR-NO. 2020-08 THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES to approve a rebate on quarterly bills in the amount of \$25.00 twice a year for those that participate in the new Lead & Copper Sampling plan. Motion by Commissioner Siragusa; seconded by Commissioner Jinkerson. Discussion: Chief Operator/Superintendent

Albertson gave a nod to Operator John Lily for his suggestion to provide containers for resident water samplings that increased from ten (10) per year to 20 every six (6) months. He also said that after three (3) draws a request could be made to reduce or revert monitoring back to the former method of ten (10) per year. Operator Lily said commercial buildings can be used for draws but had to have been built from 1983 – 1988. The number of buildings affected by that time period is unknown but Operator Lily said most are service by SCWA. He also said the ten (1) samplings every three (3) years was due to Groton's upgrade. Rebates for the sampling will be effective every other water bill. Roll Call vote: *In favor*, Commissioners Jinkerson, Longton, Siragusa and Chairman Rogers. *Opposed*, none. Motion carried, 4-0.

d. Remarks from the Public

Chairman Rogers asked three (3) times for remarks. There were none.

e. Remarks from Commission Members

Commissioner Siragusa thanked Chairman Rogers for his service to the Commission and wished him well in the upcoming election. He also charged him with sending the staff organizational chart to the Commission. Commissioner Jinkerson wished the electorates good luck. Commissioner Longton explained the reason for the funds cap before going out to bid and skipping the same due to emergent need. He stated that having been on the Town Council he understands that emergencies occur but moving forward potential problems should be addressed. Chief Operator/Superintendent Albertson commended the team for their efforts during the storm events. Chairman Rogers thanked all the electorates in the upcoming election and said the WPCA staff does a fantastic job and said it was his intention to make sure the WPCA had everything it needed transparent to the public.

f. Adjournment

Motion made by Commissioner Longton, seconded by Commissioner Siragusa to adjourn the meeting at 7:33 p.m. Discussion, none. Voice vote, 4-0, all in favor. Meeting adjourned.

Respectfully submitted by,

Gloria J. Gathers
Recording Secretary, Town of Montville

AN AUDIO RECORD OF THE MEETING IS AVAILABLE ON THE TOWN WEBSITE.