

TOWN OF MONTVILLE
Water & Sewer Commission
Regular Meeting Agenda – September 10, 2020-- 6:00 PM
Town Council Chambers – 310 Norwich-New London Turnpike
VIRTUAL MEETING

The Town of Montville will be utilizing a virtual GoToMeeting service for this meeting.

Please join the meeting from your computer, tablet or smartphone at:

<https://global.gotomeeting.com/join/310698133>

You can also dial in using your phone.

United States: +1 (646) 749-3122

Access Code: 310-698-133

On March 14, 2020, Governor Ned Lamont issued an Executive Order 7B suspending in-person open meeting requirements, and to hold such meetings or proceedings remotely by conference call, videoconference, or other technology.

Link: <https://portal.ct.gov/-/media/Office-of-the-Governor/Executive-Orders/Lamont-Executive-Orders/Executive-Order-No-7B.pdf>

For all publicly broadcasted meetings, public comment on agenda items or topics in accordance with the Town charter may be submitted in writing in advance or by live audio via GoToMeeting.

Written comments must be emailed to the Town Clerk's Office at townclerk@montville-ct.org at least **1 working day in advance** (if the meeting is on a Monday the questions must be submitted by close of business the previous Friday).

Written comments may not be read in their entirety, but rather similar messages may be aggregated or paraphrased for submission to the Water & Sewer Commission.

Live audio comments may be made via GoToMeeting by calling from your telephone.

Comments will only be accepted at times designated for public comment by the Chair of the meeting. The Water & Sewer Commission Rules of Procedure, decorum, timeliness, and suitability shall be followed and enforced in the same manner as if the meeting were held in person.

1. Water and Sewer Commission

a. Call to Order

Chairman Longton called the regular meeting of the Water and Sewer Commission to order at 6:05 p.m.

b. Pledge of Allegiance

All stood and pledged the flag.

c. Roll Call

Present were Commissioners Shawn Jinkerson (by phone), Brian Quinn (by phone) Anthony Siragusa, Town Councilor Tim May (by phone) and Chairman Chuck Longton (by phone). Also present was WPCA Chief Operator/Superintendent Derek Albertson, Mayor Ronald McDaniel, and Accountant Katherine Turker. A quorum was present.

d. Alterations to the Agenda

Motion by Commissioner May; seconded by Commissioner Siragusa to alter Agenda Item #5 under New Business to include “*Motion, Discussion, Roll Call.*” Discussion: Operator/Superintendent Albertson referenced the change. Voice vote; 5-0, all in favor. Motion carried.

e. To consider and act on a motion to approve the Regular Meeting Minutes of August 3, 2020.

Motion by Commissioner Longton, seconded by Commissioner May to approve the Regular Meeting Minutes of August 3, 2020. Discussion: none. Voice vote, 5-0, all in favor. 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 Longton asked three (3) times for remarks. There were none.

h. Report from Operations

Superintendent Albertson submitted an Operations Report for August 2020 as follows:

1.0 Compliance/Process

1.1 Water Pollution Control Facility

Effluent quality from the Water Pollution Control Facility (WPCF) met state and federal action levels. The August influent flow rate continued to rise to near normal levels approximately 85% of August 2019 flows. Approximately 42 lbs/day of Total Nitrogen (TN) were discharged in the treated effluent, well below the CT DEEP WPCF general permit limit (118 lbs/day). Total nitrogen (TN) removal is the best indicator of overall wastewater treatment. As such, the WPCA will receive a \$21 ,624 for last year's sale of Nitrogen Credits under the Long Island Sound Nutrient Reduction Program. Effective waste sludge thickening (5.2 % solids) was observed and will continue to result in (overall) fewer truck hauls for the new fiscal year.

Our internal laboratory will participate in the State QA/QC program for WPCF laboratories. The Discharge Monitoring Report-Quality Assurance Proficiency Testing involves the laboratory analysis of known solutions for process control monitoring checks. Typically, this is completed in July, but due to the pandemic, it is due later in the year.

A homeowner painted a recycle water hydrant from purple to red along Maple Avenue. It was repainted to the original purple to indicate it as non-potable/reuse water. The purple hydrants were installed along the Rand-Whitney water supply line (full of treated plant effluent) as a backup water supply for the fire department and for line flushing. Several have been taken out of service.

These hydrants are not routinely used. It does not appear that they are considered a backup for fire control.

Existing sewer mapping was added to the WPCA website in addition to Google Earth. The maps provide depictions of the lateral extent of sewer pipes and include pump station locations, collection system subsystems (sewersheds) as well as manhole designations. The Superintendent has received a positive response (from developers/home buyers/realtors) to this recent improvement to the website.

1.2 Water Supply

The water supply (WS) met required standards. The Town WS continued to increase the demand of water purchased from City of Groton, Department of Utilities (GU).

One requirement of the 1996 Amendments to the Safe Drinking Water Act is designed to inform ratepayers about the quality water and services. Recently, GU reported a sodium concentration (30 mg/l) in the water delivered to the Montville WS. Drinking water containing between 30 and 60 mg/L is unlikely to be perceived as salty by most individuals and would contribute only 2.5% to 5% of the dietary goal if tap water consumption is 2 L day. At the present time, the USEPA guidance level for sodium in drinking water is 20 mg/L. Along with the CCRs, the sodium concentration was announced on the WPCA website and sent in the quarterly bills. Notification was previously made for potential cloudy water due to flushing of water mains and/or high demand situations. No recent complaints regarding water quality have been received.

General guidance on sanitizing water treatment systems after a prolonged period of stagnation (such as during the recent COVID-19 shelter-in-place orders) was placed on the WPCA website. Stagnant conditions while buildings are unused may foul or plug water treatment systems. The guidelines concern general fouling, not contamination from the COVID-19 virus. The guidance also suggests re-opening actions as part of an overall recommissioning plan for restaurants, small businesses/retail establishments, commercial facilities, industrial sites, and manufacturing facilities.

Water will be sold to LVI Construction as part of the demolition activity at the Rock-Ten facility.

Existing WS mapping was added to the website. The maps provide depictions of the lateral extent of the Montwater supply pipes and include pump station locations as well as pressure relief valve (PRV) locations.

1.3 Health Crisis

The pandemic (the rapid, uncontrolled spread of the virus) will likely end, but experts think it will continue to transmit at lower levels (endemic spread). Over time, endemic viruses typically become less harmful. Thirty-three states have quarantine orders upon entry into Connecticut. While the future trajectory of SARS-CoV-2 virus remains uncertain, many experts predict a second peak later this year due to schools reopening and failure of the public to adhere to CDC guidelines. The Superintendent will continue to be vigilant to address state and federal guidelines to control the spread of the illness within the workplace. The concentration of SARS-CoV-2 virus appears to be low in feces and raw wastewater and considered inactive. The virus has not been detected in U.S. water supplies.

1.4 Weather

Due to above normal temperatures throughout July and early August, combined with months of below normal rainfall, states throughout the Northeast are raising their drought level advisories. As of August 1, 85% of Connecticut was considered either Abnormally Dry or in a Moderate Drought. New London County was in a Below Normal Stage 1 Drought and the four northern counties in an Incipient Stage 2 Drought. CTDPH officials on the Interagency Drought Workgroup have been monitoring the situation and making preparations per the Connecticut Drought Preparedness and Response Plan. One of the most important preparation activities listed is the designation of a point of contact for every municipality; on August 18, the Superintendent was named the Municipal Drought Coordinator. The drought announcement was made to the WPCA website with conservation measures cited.

Hurricane season began on June 1. NOAA's Climate Prediction Center is forecasting a higher than normal (named) storm count, including hurricanes. Emergency response equipment has been inspected, maintained, and placed. In the near future, the WPCF will have the existing weather station improved or replaced. Limited cleanup and recovery were completed from Tropical Storm

Isaias on August 4. Rain accumulation was limited in Montville--no flash flooding was observed. The WPCF did not lose power and no adverse effects were encountered relative to process or effluent quality. Several pump stations went to emergency power for a limited time; however, no surcharges, bypasses or damage was observed. A post-storm check of all emergency equipment was completed as well as confirmation of an emergency phone number/email address for the recently installed fuel cell. No concerns were raised for the WPCF or WS. The CTDEEP and CTDPH were notified of good conditions following the storm.

2.0 Staff

2.1 Personnel

No reports of employee injury/accidents this month. None of the current Montville WPCF team has indicated symptoms of COVID-19 or tested positive. The health issue related to the virus is considered long-term. There is the potential for second and third waves of infections with in the upcoming (seasonal) flu season. The potential of staff absenteeism due to illness is significant.

Cleaning, good hygiene practices, social distancing and mask wearing have been emphasized. The Superintendent will continue to conduct non-invasive health monitoring (i.e. temperature scans) and encourage formal testing to discourage in-house spreading. The team will continue to embrace new ways of working in a Covid-altered world with improved resilience. Staff that travel out of state may have to quarantine prior to return to work or show a negative test result. Staff will participate in the Town sponsored flu shot clinic in September.

According to the WHO, "professional burnout" has increased 70% and chronic depression in workers has increase 30% following the start of the pandemic. The Superintendent has provided information for the Town's EAP for staff support.

2.2 Response to Crisis

A two-step *COVID-19 Contingency Plan* was prepared by the Superintendent in March; it has been posted on the Town and WPCA websites. Staff that travel out of state may have to quarantine prior to return to work or show a negative test result. OSHA reports that current (wastewater) disinfection techniques have been proven adequate to prevent transmission--extra measures are not needed. The EPA reports that the COVID-19 virus has not been detected in U.S. drinking-water supplies. Based on current evidence, the risk to water supplies is low. As indicated there has been a spread of the illness in the southern U.S. so Governor Lamont pushed back the Phase III re-opening date (even though the State has shown a 0.6% positive test rate in July with hospitalizations at very low levels) due to a massive number of identified sick people in the southern U.S. The Superintendent has continued to implement controls for social distancing, provided PPE, and disinfection of work areas. Additionally, additional disinfection/cleaning products, signage, a disinfection fogger, and non-contact thermometer were purchased to support those outlines detailed in the Governor's re-opening procedures. McCarthy Heating and Cooling completed cleaning and service for the wall (heating/cooling) units within the facility on July 8 and 9. Researchers have confirmed that the COVID-19 virus can be detected in the untreated waste of positive patients, and numerous treatment facilities across the U.S. are taking advantage of that and working to help track the spread of the outbreak. Several vendors have launched new tests based on the CDC test design for the detection/quantification of SARS-CoV-2 (virus) in wastewater to further support efforts to address the COVID-19 pandemic. Testing municipal wastewater for SARS-CoV-2 is being widely studied and used globally as an indicator of the prevalence of COVID-19 in communities. This week, The Water Research Foundation (WRF) released a Request for Qualifications (RFQ) to identify a research team to optimize sample design for the quantification of SARS-CoV-2 genes in sewage and wastewater. The research will encompass a range of scales by conducting a sampling and analytical program in multiple locations within well-characterized community sewersheds of varying size. SECCOG has contacted the Superintendent about potential sewershed or facility-based sampling/ analysis efforts within the Town. A regional recovery effort is being organized through DEMHS (Division of Emergency Management and Homeland Security) Region 4 and SCCOG and the northeast COG (NECCOG) are providing staff support to a Recovery Steering Committee. The committee will mostly focus on human services type planning, but there's potential to stand up an infrastructure working group focusing on resilience/continuity of service issues and early detection testing.

The Connecticut Public Utilities Regulatory Authority (PURA) shut-off moratoriums close on August 1 (Commercial and Industrial) and September 9 (residential). PURA does not have authority over the Town's WS; the WPCA would have to make a decision whether to continue the shut-off moratorium.

2.3 Training

Since the July 2020 CTDEEP wastewater exams were canceled, water and wastewater organizations have cancelled training classes in 2020. The Superintendent and staff continued to receive online training from EPA CTDEEP, WEF, AWWA, NEWEA, HACHI and IDEXX. Formal (in-house) Confined Space Training was completed on August 10- the exercise included a review of air monitoring, fall restraint equipment and entry techniques.

3.0 Equipment

3.1 WPCF

On August 7, an air delivery manifold failed in SBR-5. The tank was immediately drained, and the pipe was repaired by staff. SARRACCO Mechanical improved the onsite generator with a four-foot stack to direct emissions away from the new fuel cell on August 19. A& A Office Systems, Inc. personnel delivered a new copier/printer located in the main building on August 20- the unit replaces the currently leased unit used by the laboratory personnel, plant operators and Superintendent. Bartlett Tree Service applied herbicide to the chain link fence along the plant's perimeter on September 3.

Information regarding a new air delivery blower had been provided in the March 2020 WPCA Meeting. Specifically, a new blower was installed by Atlas Copco for a six-month trial period (April 17 to October 14). The new compact blower replaced a HIS unit that was oversized and had been problematic since its installation 7 years ago, Atlas Copco had purchased the HSI company (manufacturer of the original blower) and wanted to correct the issues identified at the WPCF. Atlas Copco had waived the installation fee (\$17,000) and rental fee (estimated at \$25,000). Since installation, the new unit has provided excellent air delivery leading with overall energy savings and improved process control. The blower was installed as part of a six month "try to buy" trial. The WPCA only expended \$9,999 for delivery for the trial. The WPCA will need to vote on the (purchase) expenditure--a waiver of bid process for a (Atlas Copco) Purchase Order in the amount of \$84,493 by October 14. If not approved, the blower will be removed by Atlas Copco (at no cost) and eventually, a new blower will be required with an estimated replacement cost of \$141,493 (114,493 for unit plus \$10,000 delivery fee and \$17,000 installation fee). In the future, Eversource may provide up to 10% of the unit's capital cost for future purchases of this type of blower in FY 2022.

Notice was received from Atlantic Broadband on August 20 about circuit maintenance work and that there may be an interruption of service. On August 26 and 27, a loss of internet capabilities was noticed at 7 a.m. by the administrative staff. Initially, the ISP (Atlantic Broadband) reported the problem was due to a problem within our hardware. Mercury Computers personnel were onsite to correct the problem by replacing a switch component; however, the problem continued into August 27 with Atlantic Broadband reporting that (at that time) they were aware of the problem coming from their system due to maintenance work. It became apparent that the existing hardware associated with the ISPs was disorganized--it was difficult to follow lines to modems, routers, and switches. A RFP was extended to Woodard & Curran (Town Engineer) to address concerns identified. Mapping, organization and labelling of the existing internet hardware was begun on September 2 to begin the understanding of how the ISP enters the building and to consolidate equipment. An effort will be made to reduce wiring (and length of wiring), switches, modems, and routers to improve the effectiveness of the ISP service to both the operation (SCADA) and office support. Additionally, UPS units will be staged where appropriate for backup power.

3.2 Collection System/Water Supply

All pump stations were inspected during the month of August with FOG pumping of wetwells at the Mayo, Chesterfield and D'Amato pump stations. A number of CBYD calls were responded to including those related to the extension of the Route 32 gas supply line. Miscellaneous work was performed on collections/pump station equipment and clean/camera operations were conducted. Transducers were replaced at the Avery I PS and the pumps cleaned on August 24 and 25. The lead pump at Lathrop PS will be replaced with a "passable pump" to control rag jamming--a consistent problem in that area. A pump repair was completed at the Kitemaug PS on August 24. The large pumps at Hillcrest (aka Indian Hill) PS were pulled on August 25 to confirm motor

operation. One 12-year pump was failing based on an initial field inspection. The old pump will be repaired for standby and a new pump has been purchased. An inspection was completed of the pump stations for security. A new gate will be installed (along with paved apron) for the Indian Hill PS to improve the look and function of the station. A new fence will be installed for the Paint Brush PS.

Gay Hill Road sewers were flushed and then CCTV inspected on August 6. A total of 12,300 linear feet (2.3 miles) of cleaning / CCTV inspection has been completed in calendar year 2020.

4.0 Projects

Project scheduling is ongoing; however, timelines have been extended due to the pandemic. Please see the engineering summary table for information about WPCA projects.

4.1 General

Martinez Couch & Associates, LLC (MCA) provided an engineering schedule for advertising the bid documents for the eventual installation of the grit chamber on August 12. Because the funding is being sought through a State funding source, the plans must be first reviewed by the CTDEEP.

The WPCA Engineer (Wright-Pierce) is scheduling the installation of the new recycle water pumps. Delays have been encountered due to the pandemic with respect to the VFD and pump availability. The Superintendent met with the WPCA Engineer on August 13 and the contractor (Delray Contracting, Inc.) on August 14 to confirm the VFD option to move the project forward. The contractor was onsite to complete pre-installation checks and reported installation now pushed back to November.

Wright-Pierce engineers were met on August 18 to review existing proposals for the SBR-4 diffuser / header replacement project (FY 2020 CIP). Bid package completion is expected in mid-September. Disposal options for grit (approximately 350 tons collected in the vessel) were 5.0 and discussed with COVANTA on August 21.

Rockwell Automation personnel were contacted to extend an existing (technical support) maintenance contract on August 25. The contract ensures maintenance of all VFDs within the plant; the VFDs represent "smart" technology which allows for best process control and energy savings.

4.2 New Permitting

The CTDEEP will be making changes to the Pretreatment Programs that will affect local responsibilities. The current effective date of the new General Permit for Discharges from Miscellaneous Industrial Users (MIU GP) is October 31, 2020. The expected changes to the MIU GP will require local (Superintendent) authority to regulate and enforce non-significant industrial users (non-SIUs) The new General Permit for the Discharge of Wastewaters from Significant Industrial Users will be effective October 31; the CTDEEP and USEPA however will continue to regulate and enforce the SIUs. In anticipation of the reissued MIU GP, the WPCA will need to implement the changes to sewer regulations and sewer connection registration and approval procedures, to prepare a current industrial user list that would be permitted under the new MIU GPI and to develop a pretreatment program framework to monitor, inspect, certify, and register non-SIUs subject to the new MIU GP. Industrial inspections will be benefit by expanding the Superintendent's knowledge/control of the collection system. The WPCA may consider a nominal fee structure for additional work to track notifications, certifications, and perform inspections. A July work plan from Wright-Pierce (Town Engineer) outlines their assistance in this matter. The Engineer was met on September 8 to discuss proposed changes to the rules and regulations.

4.3 CMOM

An electrician and Woodard & Curran personnel began work on the Pheasant Run PS as part of the FY 2021 CIP (upgrade) project on August 19; Avery I PS work has been completed and the Pequot PS work is being scheduled.

The Montville Sewer Easement Improvements Project (CIP FY 2020) is in the final design phase. However, two obstacles have delayed project progress (as discussed below). It was requested in August 10 and 13 meetings that Wright-Pierce present a phased approach to help move the project forward. The proposed Phase I would not require an immediate response to the contesting landowners nor formal permitting. The Engineer was met on September 9 to review changes to

scope. The bidding will be constructed to limit cost increases. The overall goal is to provide access to the largest cross-country sewer to satisfy CTDEEP directives.

- **Easement Adjustments:** The existing sewer easement is off-center from the sewer along the eastern section passing through three properties. An adjustment to correct this has been presented to these property owners with only one responding so far. Amy Stula (owner: 27/37 Fellows Road) has counter-offered with various conditions: release of existing easement, cut and stacked trees, \$27,364.50 for new easement. The Phase I work is proposed along the western portion of the easement and would cover 70% of the project's sewer length and includes cutting and grinding stumps to a sufficient level so as not to catch on the underside of a standard vehicle and installation of a limited gravel road to the midpoint of the easement (1,000-ft in length), outside wetlands.
- **Permitting:** The wetlands crossed by the main interceptor are connected to tributaries of navigable waters, which are regulated by the Army Corps of Engineers. Due to the area of wetlands impacted and estimated fill within these wetlands for the main interceptor access road, a permit is required. Additionally, a Water Quality permit from the CT DEEP would also be required. The first phase work would complete tree clearing and stump removal along the eastern section of the sewer easement and stump removal along the western section of the main interceptor and complete installation of a gravel access road along the main interceptor length (no wetland impact).

The Superintendent met with Aaron of CAI Technologies (CAI) on August 26 for the GIS utility mapping for both water and wastewater and confirmed a PSA. CAI will improve the existing GIS data through software and sources (Access ESR/ GIS platform with GIS Collector/ Editor and Arc GIS Online) as well as the existing GIS transponder. Additionally, CAI will acquire the GIS files used to create the existing maps (URS, 2011) will be used for asset location/ designation. The work will begin for the WS to confirm distribution lines, valves, etc.

Manhole inspections continued in August with repairs to those considered priority (locations along Routes 32 and 163, Chesterfield Road, and Kitemaug Road). In total, 25 manholes have been repaired this calendar year. The single inverted siphon was maintained (access driveway cleared of dropped branches and mowed).

Additional discussion, with Wright Pierce occurred in August about the asset management program requested by the CTDEEP during their October 2019 inspection. The program is instrumental in defining the 5-year CIP plan based on condition of major assets. The plan will also assist in gathering institutional knowledge from employees. Along with the 2021 CIP engineering project for the Chesterfield PS, all concerns raised by the CTDEEP have been addressed. No formal follow-up reporting is requested by the CT DEEP or compliance scheduling.

4.4 Sludge

Based on a review of yearly thickened waste activated sludge (TWAS) production, FY 2020 showed a decrease from FY 2019. The lower overall sludge volume was accomplished by extending the wastewater process time (MCRT, endogenous respiration) and improved thickening (> 5% total solids) on the GBT. The cost savings are significant due to the lower trucking expenses and disposal expenses and polymer purchases.

5.0 Development

The WPCA is participating in the new Muncity software package from the Building Department for Administrative and Operational approvals. Access has been provided to the Superintendent as well as mechanics and inspector.

The former West Rock (Rock Tenn) facility (125 Depot Road) has been sold with proposed demolition of existing structures. LVI Environmental and the WPCA staff were met at the site on August 4 and 5 to witness water and sewer disconnection. The demolition permit application has reportedly submitted.

A request for information regarding a land parcel (Fitch Hill Road and Richard Brown Drive) indicated the potential development of 50 town homes. Single family home development has been proposed for parcels along Chesterfield Road and Carol Drive.

6.0 Finances

6.1 Accounts Review

FY 2021 began July 1, 2020. Year to Date and project FY 2020 Budgets were completed and reviewed. Please see the budget sheets for financial information about the WPCA WS and WPCF.

6.2 Budget(s)/Assets

Ledger values will need to be adjusted in anticipation of balancing FY 2020. The original budget approved prior by the WPCA was an estimate of expected expenditures. Overall, the budget (Q) was an appropriate forecast of expected revenues and costs. The sewer budget was under that projected and the WS budget was under that projected.

An inventory of existing, new, and acquired assets will be completed for FY 2020 end through the Finance Department.

The FY 2021 water and sewer budgets for the WPCA were approved earlier this year; a conservative approach was made due to the expected loss of revenue stream due to the pandemic. No increase to rates was suggested by the Superintendent. The new budgets included CIP projects specific to this coming year.

6.3 Pandemic Response

A line item in the budget will be added to in anticipation of State/Federal reimbursement purchased for the COVID,,19 pandemic. As Congress and the White House continue negotiations on a coronavirus economic recovery package, support should be available for water/wastewater utilities. The Governor announced a \$75 million relief fund earlier this year. The Governor announced that a civil preparedness emergency — also known as a state of emergency — was placed in response to the widespread power outages. The declaration authorizes the governor to order certain actions that will help expedite the response and the potential for reimbursement funding to municipalities.

6.4 Grants

The Coronavirus Aid, Relief, and Economic Security Act (CARES) was passed by Congress on March 27, 2020. Since then, many local governments and public safety agencies had the opportunity to benefit from these measures. This included direct allocations, among other things. Even though most CARES federal applications are closed, States directly received funding through this Act, as well, and many are choosing to distribute this funding in the form of grants (pass-through funding).

Recently, the USEPA announced \$6 Billion in new funding for water infrastructure projects. The funding availability is under its Water Infrastructure Finance and Innovation Act (WIFIA) program, including funding for the new State Infrastructure Financing Authority WIF/A (SWIFIA) program. These funding programs accelerate investment in critical water infrastructure through innovative and flexible financing that can support diverse projects in both large and small communities. This year's funding will provide up to \$6 billion to support \$12 billion in water infrastructure projects.

Some current wastewater projects are funded by State funds including two bonds and one grant (CT DEEP \$5 million Grant-in-Aid for Sewage Treatment Facility Infrastructure Improvements and Upgrades at the Montville WPTF, approved via March 2014 Town of Montville Resolution No. 2014-25).

The 2020 CTDEEP Draft Integrated Water Quality Report was prepared to satisfy statutory reporting requirements pursuant to the Clean Water Act (CWA) to assess designated uses established by the State's Water Quality Standards (CTWQS). Relative to the document, the treatment plant is a point source of discharge and is available for federal funding (grants and low interest loans) for wastewater infrastructure improvement projects. Additional CTDEEP grant monies were applied for via the Connecticut Clean Water Fund Request to Place Project on Priority List for monies for constructing a (sewer) collection system asset management plan.

Potential water grant needs were sent to the CTDPH via their Drinking Water State Revolving Fund (DWSRF) Project Eligibility Application. Specifically, grant monies would help pay for the evaluation and/or replacement or painting of the Cook Tower water storage facility (a FY 2021 CIP project). The CTDPH notified the Superintendent on June 19 that it had reviewed the Eligibility Application (EA) submitted for the Cook Hill Tank Evaluation and Rehabilitation project under the DWSRF Program. Based on DPH review of the materials submitted, the

proposed project is eligible for DWSRF funding. The study, design and construction will be covered by 50% grant and 50% low interest loan (2%, 20-year term) that can be pre-paid at any time. A proposal for engineering for that project was received by the Town Engineer (Wright Pierce) on May 28.

6.5 Town Audit

Matthew E. Bonin, CPA- Manager and John Grelish, Senior Accountant from Blum Shapiro (Town Auditor) and Chris Melnyk (IT Security) have continued to contact staff about the annual Town audit. A review of the control of workstations and software (including SCADA) was completed for current and future conditions. The FY 2020 Blum Shapiro Review of IT Controls was received on June 12 and indicated that the overall control environment at the Montville WPCA remains generally satisfactory in areas of high risk. In August, the National Security Agency (NSA) and the Department of Homeland Security's Cybersecurity and Infrastructure Security Agency (CISA) recently issued a joint alert warning that foreign hackers are targeting critical infrastructure, including water/wastewater systems. The agencies recommended that critical infrastructure operators take immediate action to secure their systems. On August 31, Woodward & Curran (Town Engineer) personnel were met onsite to discuss controls specific to SCADA and those improvements outlined in their August 24 proposal. Internet protection software was renewed for another year of coverage by Trend Micro Inc., a multinational cyber security software company. On September 8, City of Hartford Public Schools were close due to a malware infection of their operating system.

6.6 Energy

The WPCA currently has an October 2016 contract with Balanced Rock Energy (energy broker) scheduled to end in December 2021. The current price for electrical energy is \$0.0725 per kWh which is consistently been lower than market level. The pandemic has dropped demand for energy. Consequently, there is a potential to leave the existing contract to gain a 10% (or more) in savings for electrical energy costs (current power cost: \$0.0725 per kWh).

The Fuel Cell final connection work was completed on June 1. The unit began producing power (operating at 460 kW) on June 24 with the first month of service ending July 24; a review of billing was conducted to determine its power generation. A 6-foot extension will be placed on the generator exhaust pipe to limit interference with the fuel cell. Preliminary results indicate a significant drop in street (grid) power demand. The Eversource billing will be reviewed as well as the formal monthly kWh output report from VFS/Doosan. Reportedly, Eversource has applied for an increase in their “transmission costs” with the State regulatory board. VFS will create the first month’s invoice using a cost of \$.1029/kWh. Because it is onsite power generation, there will be no transmission fee which show overall energy cost savings. The installation of the *PureCell Model 400* was documented in April 16 and 30 and July 4 *New London Day* articles. Savings will be detailed on the WPCA website.

Lighting (bulb) replacement (from fluorescent to LED for energy savings) was ongoing in July throughout the WPCF for trucks and other applications. Purchases were made with the *Energize Connecticut* incentive. *Energize Connecticut* supports a variety of programs that provide education and financial incentives to help Connecticut residents reduce the amount of energy used in their home or business.

Superintendent Albertson summarized his monthly report to the Commission and focused on effluent compliance; the lack of injuries emergencies, and Covid responses; future edits to sewer regulations; the onsite Town audit of Department finances. He also responded to questions by Commissioner Siragusa regarding access to documents via Dropbox; the processing of checks to Town Finance so they are not misplaced; and overtime costs. Superintendent Albertson explained onsite coverage is required at all pump stations 24-7.

w

i. Report from Mayor – *No report*

j. Report from Engineers

Superintendent Albertson highlighted aspects of his monthly report regarding the purple fire hydrants that are a backup water suppression system; the addition of water and sewer mapping on

the website; photos and cleaning of 2.3 miles of the Town sewer lines; and the drought condition in New London County.

k. Old Business

1. FY 2020 Yearn End Financials

Superintendent Albertson referenced the financial report sent to the Commission and noted the difficult year and the 40% revenue lost due to Covid-19, particularly the casino that represents 90%.

2. Energy Contract with Balance Rock Energy.

Superintendent Albertson reported on breaking the existing 3-year energy contract that decreased the kilowatt rate from 7.25% to 6.11%, a price drop due to Covid-19.

l. New Business

1. To consider and act on the extension of the water shut-off moratorium.

The Town of Montville WPCA Water and Sewer Commission hereby resolves to extend the Water Supply moratorium on water shutoffs and late fees due to late payment. Motion – Discussion – Roll Call

SAR-No. 2020-20 THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES to extend the Water Supply moratorium on water shutoffs and late fees due to late payment. Motion by Commissioner May; seconded by Commissioner Quinn. Accountant Turker reported there were \$120,000 of late payments over a period of 120 days. Commissioner Siragusa voiced concern about when ratepayer would make payments and the amount of the payments once the moratorium ends. Commissioner May suggested adding language for a specific time period such as six (6) months and asked about the failure to make payments. Superintendent Albertson said the Department was not obligated to follow PURA protocol concerning disconnection of service. Per proposals regarding a blanket moratorium (*May*) and a policy for late payments (*Siragusa*), Commissioner Jinkerson suggested tabling the matter to get more fidelity. Commissioner May withdrew his motion. Mayor McDaniel spoke of the process for shutoff and reconnection of water service that would also be subject to late fees while Commissioner Quinn proposed to extend the moratorium until the next Commission meeting. Motion by Commissioner May; seconded by Commissioner Siragusa to extend the Water Supply moratorium for 30 days. Discussion: none. Roll Call vote: *In favor* Commissioners Jinkerson, Longton, May, Quinn, and Siragusa. *Opposed*, none. 5-0 vote, all in favor. Motion carried.

2 To consider and act on approval of participating in and partially funding the Everbridge (Reverse 9-1-1) system as part of the Town’s emergency notification system. Subsequent annual contributions will be \$2,500. Motion – Discussion – Roll Call.

SAR-No. 2020-21 THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES to participate in and partially fund the Everbridge (Reverse 9-1-1) system as part of the Town’s emergency notification system. Motion by Commissioner Jinkerson; seconded by Commissioner May. Discussion: Commissioner May noted a correction to the reading of the motion—“partially” not “particularly.” He said the Town Council had discussed mass communication and social media for the Town and the WPCA. He explained if there was a sewer release those associated with the notification system would be noticed by coding via cell phone and for any other occurrences. Although he was initially concerned, Superintendent Albertson said the system would be a good thing. Commissioner Jinkerson questioned the reason for paying one quarter of the bill for Reverse 911 that already exists. Commissioner May explained the Reverse 911 does not already exist and said the Everbridge system would be more encompassing than the current system. He also

spoke of a campaign to encourage participation in response to a question from Commissioner Jinkerson about ratepayer interest. Roll Call vote: *In favor* Commissioners Jinkerson, Longton, May, Quinn, and Siragusa. *Opposed*, none. 5-0 vote, all in favor. Motion carried.

3. To consider and act on approval of the purchase of the Atlas Copco Blower following the six month “try to buy” trial ending in October 2020.

SAR-No. 2020-22 THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES to act on the \$84,493.00 purchase of the Atlas Copco Blower following the six month “try to buy” trial ending in October 2020. Motion – Discussion – Roll Call. Motion by Commissioner Quinn; seconded by Commissioner May. Discussion: Commissioner Siragusa asked if a bid must be sought. Superintendent Albertson explained the relationship with the company and for giving use of the blower for six (6) months for \$10,000. He said if it were purchased the cost would be over \$150,000 therefore it was a low-cost alternative rather than replacing blower #7. When asked about a bid request, Mayor McDaniel said the blower was a prorated one towards the one that failed. Commissioner Quinn and Jinkerson asked for bid quotes given the price and the policy for RFPs for the same. Commissioner May clarified that it was RFQ not an RFP. Chairman Longton suggested the motion be put on the agenda for next month’s meeting. Roll Call vote: *In favor* Commissioners Longton and May. *Opposed* Commissioners Jinkerson, Quinn, and Siragusa. Vote, 2-3. Motion failed. *Commissioner May left the meeting at 6:55 p.m.*

4. To consider appropriate social media presence/use as it relates to Commissioners and the Commission. Discussion.

Mayor McDaniel stated as a point of order that the Agenda item was inappropriate as it must have a motion. Superintendent Albertson asked if there was a social media policy for the WPCA. Mayor McDaniel said, “not yet.”

5. To consider zero increase in water and sewer rates through FY 2021. Motion – Discussion – Roll Call.

Mayor McDaniel again responded as he did with Agenda Item L.4 above. The item will be added to next month’s agenda.

6. To consider and act on approval of an August 2020 Woodard Curran (WPCA Engineer) *Cyber Security Improvements* proposal for the IT Work stemming from the June 2020 Blum Shapiro *Review of IT Controls* (audit findings).

SAR-No. 2020-23 THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES to approve an August 2020 Woodard Curran (WPCA Engineer) *Cyber Security Improvements* proposal for the IT Work stemming from the June 2020 Blum Shapiro *Review of IT Controls* (audit findings). Motion – Discussion – Roll Call. Motion by Commissioner Siragusa; seconded by Commissioner Quinn. Discussion: Mayor McDaniel responded to Commissioner Siragusa the proposal was not put out to bid as it fell under the scope of the existing engineering contract and funds were budgeted. He explained the device was a personal one and not issued by the WPCA but said WPCA information could be wiped if necessary. Roll Call vote: *In favor* Commissioners Jinkerson, Longton, Quinn, and Siragusa. *Opposed*, none. Vote, 4-0. Motion carried.

m. Reports/Referral from Planning & Zoning

Commissioner Siragusa said he had given information earlier in the meeting to Superintendent Albertson regarding an apartment building.

n. Payment of Bills -- *None*

Superintendent Albertson complimented Accountant Turker on a job well done. Mayor McDaniel reported he had been countersigning checks and reviewing activities.

II. Water Commission

a. Report from Engineers

Superintendent Albertson reported again on the drought conditions in New London County and said no controls were received from Groton Utilities as their reservoir is at 100% plus capacity. Mayor McDaniel reported the Oxoboxo Lake draw up had begun and said comments may be seen on social media but said a water contingency plan was in place. He also said the West Rock issue had been referred to him.

b. Old Business -- *None*

c. New Business -- *None*

d. Remarks from the Public

Chairman Longton asked three (3) times for remarks. Resident Jeff Rogers of 146 Forsyth Road, Oakdale commented that the blower needed to go out to bid per the Town's purchasing policy and said it was not an appropriate way to do business. He also said the lost check was unacceptable but said he was glad to see things moving in a positive direction.

e. Remarks from Commission Members

Commissioner Quinn remarked the motion for the blower was opposed and will be done properly going forward. Commissioner Jinkerson referenced his duties as a commissioner and said he would make his voice known to the Commission and refer back ratepayer comments that he hears. Commissioner Siragusa said the Commission should consider coming at the Town Hall for the next meeting as there is plenty of room. Superintendent Albertson said the team was doing well and said the casino was at 70% regarding water/sewer use. Chairman Longton echoed Commissioner Longton's comment.

f. Adjournment

Motion made by Commissioner Siragusa, seconded by Commissioner Jinkerson to adjourn the meeting at 7:13 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 RECORDING OF THE MEETING IS AVAILABLE ON THE TOWN OF
MONTVILLE WEBSITE.**