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Town of Montville
Water Pollution Control Authority
Meeting Minutes of Monday, April 5, 2010
Town Council Chambers – Town Hall – 7:00 p.m.

Terry
TOWN CLERK

I. Water Pollution Control Authority

a. Call to Order

Chairman May called the regular meeting of the Water Pollution Control Authority to order at 7:00 p.m.

b. Pledge of Allegiance

c. Roll Call

Present were Commissioners Hillman, May, Schober, Siragusa and Thorn. Also present were Administrator Lynch, Superintendent Didato, Mayor Jaskiewicz, Attorney Eric Knapp and Engineer Richard Kruczek.

d. Approval of the Minutes of March 1, 2010

Motion made by Commissioner Siragusa, seconded by Commissioner Thorn.
Discussion: none. Voice vote: 5-0, all in favor, motion carried.

e. Communications

Chairman May stated no communications were submitted for discussion or review.

f. Remarks from the Public Regarding Matters on the Agenda

Dick Wilson, Richard Lane, distributed a copy of the Montville Town Charter that speaks with regard to the charge and name of the Commission. He explained the water and sewer commissions are separate entities and the name of the commission is technically the Water and Sewer Commission per the Montville Town Charter, not the Water Pollution Control Authority. The commission as it refers to sewers is designated as the Water Pollution Control Authority. He stated the agenda should reflect this change in the future.

Donna Jacobson, Chairperson of the Montville Town Council discussed the Town Council resolution number 2006-057 regarding the restructuring of the financial and accounting operations of the WPCA. The resolution states that effective July 1, 2006 the Town of Montville Accounting Office will assume all accounting functions for the WPCA. Ms. Jacobson suggests the Commission consider her request to return the financial responsibilities back to the WPCA.

Motion made by Commissioner Siragusa, seconded by Commissioner Hillman to move agenda item I (p) Executive Session to the top of the agenda. Discussion: none. Voice vote: 5-0, all in favor, motion carried.

I (p) Executive Session

Motion made by Commissioner Siragusa, seconded by Commissioner Hillman to enter into Executive Session for the purpose of discussions regarding personnel issues. Discussions to include WPCA Commission members, Mayor Jaskiewicz, Superintendent Michael Didato, Administrator Brian Lynch, Attorney Eric Knapp and Donna Jacobson. Discussion: none. Voice vote: 5-0, all in favor, motion carried.

Chairman May resumed the meeting at 7:24 p.m. stating there were no votes taken during Executive Session.

g. Report from the Operations Division

Superintendent Michael Didato stated the Water Pollution Control Facility was in full compliance of its NPDES permit for the month of March, there were no treatment plant odor complaints during the month and the sludge thickness held at an average of 5.1% last month. He stated his report is in the packet and welcomed questions from the Commission members. In addition to the report he discussed the great job the staff did during the heavy rains both at the plant and out helping out others during the bad weather.

h. Report from the Administration Division

Administrator Brian Lynch stated his report is in the packet and welcomed questions from the Commission. He indicated it was a good quarter for collections and the unaccounted for water fell below ten percent to 9.7%. He complimented the staff on a job well done.

i. Report from the Mayor

Mayor Jaskiewicz thanked the staff at the WPCA for a job well done during the heavy rainstorm on Monday and Tuesday. He stated they were able to maintain the plant as well as help out the community and they did a great job.

j. Report from Special or Sub-Committees – none.

k. Report from Engineers

Mr. Richard Kruczek from URS Corporation was present to address the Commission. He stated the draft Facilities Plan report is complete. URS has performed its in house review and those review comments are currently under review for consideration. He distributed

copies of a CD containing the Facilities Study for the Commission to review and comment. He asked the Commission to provide feedback for the next months meeting. He indicated the next steps will to get comments from the Connecticut Department of Environmental Protection and then hold a Public Hearing. Regarding the I/I Study Phase I, Mr. Kruczek stated URS has issued the final report and sent a copy to the Connecticut Department of Environmental Protection for their review and approval. The report schedule has been modified and is scheduled to begin work in June, 2010 and continue until June, 2011. The WPCA has received confirmation of the grant application request covering fifty five percent of all of the work URS has performed as well as the proposed SSES work. URS has re-submitted the agreement for SSES services for the Commission to review and sign and is waiting to move forward. Regarding the digital database and graphics, the GIS is complete to the level at which URS has been able to obtain documentation for the sewers. A few new developments have not been entered due to lack of information. The database has now been populated with flow data and is complete. The database will continue to be populated with condition assessment information from the SSES work yet to be performed.

A discussion was held regarding fixing vs. covering manholes and the costs associated with repairs and the qualifications of the personnel hired to conduct traffic control during the periods of time when the roads will be closed.

Mr. Kruczek stated there is approximately six days of State road work scheduled and the rest will be on the tributary roads. A discussion was held regarding the grant money and Commissioner Hillman inquired if the SSES study is approved to receive the fifty five percent grant money. It was determined it is an addendum to the original study and qualifies for the fifty five percent reimbursement from the grant from the State.

Motion made by Commissioner Siragusa, seconded by Commissioner Thorn to approve and sign the Lump Sum Work Order No. 5 (1) lump sum costs and (2) time and materials costs from URS for the Sewer System Evaluation Survey in the amount of \$277,654 and to authorize URS to move forward with the work. Discussion: Commissioner Hillman inquired if the bid process for this work was waived and Mr. Kruczek stated it was incorporated into the original Study as an amendment to qualify for the 55% grant reimbursement from the State. Roll call vote: 4-1-0, voting in favor were Commissioners May, Schober, Siragusa and Thorn. Voting in opposition was Commissioner Hillman. Motion carried.

I. Old Business

Motion made by Commissioner Siragusa, seconded by Commissioner Thorn to discuss the request of Ms. Jacobson earlier in the meeting regarding incorporating the financial duties of the WPCA into the daily duties of the WPCA work functions. Discussion: Commissioner Hillman indicated she is in favor of returning the work function to the WPCA if there are crystal clear checks and balances on both ends. Administrator Lynch discussed the steps needed prior to initiating the transfer of responsibility to his office and

stated this is not a money saving idea because there may be a need to hire a third person in the office to take on some of the additional responsibilities. He stated there is current arbitration pending and would like the opportunity to finish it prior to taking on additional responsibilities. Commissioner May discussed a timeline for the transfer and discussed software and transition time. He indicated an eight to twelve month timeframe would be a good benchmark. Administrator Lynch suggested a meeting with the Finance Department, his office and the Mayor to discuss the issue prior to making any decisions. Commissioner Hillman suggested establishing a sub-committee to look into this further and to determine the best way to move forward. A discussion was held regarding the Montville Town Charter regarding this issue and it states the finances belong with the WPCA. It was the consensus of the Commission to request a feasibility study from Administrator Lynch by June followed by a checks and balances determination by July.

- m. New Business – none.
- n. To Consider and Act on Referrals from Planning & Zoning – none.
- o. To Consider and Act on the Payment of Bills

SAR 2010-009. The Water Pollution Control Authority for the Town of Montville hereby resolves to pay invoices in the amount of \$44,151.80 as depicted in Schedule A (attached).

Motion made by Commissioner Hillman, seconded by Commissioner Schober.
Discussion: Commissioner Siragusa requested a breakdown of the arbitration bills from the Town Attorney because he claims they are unclear. Administrator Lynch stated he would request this from the Town Attorney. Roll call vote: 5-0, voting in favor of this resolution were Commissioners Hillman, May, Siragusa, Schober and Thorn. Voting in opposition, none, resolution adopted.

II Water Commission

- a. Report from Special or Sub-Committees – none.
- b. Report from Engineers – none.
- c. Old Business – none.
- d. New Business
 - 1. To consider and act on approving the easement for the Maple Avenue water pump booster station and to forward approved easement to the Town Council for final approval.

Motion made by Commissioner Siragusa, seconded by Commissioner Hillman.
Discussion: Attorney Eric Knapp discussed the Booster Pumping Station Easement

granted by Stephen Legg and L & L Construction, Inc. and a brief update of events to date regarding the easement. He stated the document has been reviewed and is ready for approval. Administrator Lynch indicated the Town can go out to bid for the work once the WPCA and the Town Council have given their approval to do so.

Roll call vote: 5-0, voting in favor were Commissioners Hillman, May, Siragusa, Schober and Thorn. Voting in opposition, none. All in favor, motion carried.

2. **SAR 2010-0010.** To consider and act on approving the water budget for fiscal year 2010/2011 in the amount of \$1,101,357.00 and to forward the budget to the Town Council for final approval.

Motion made by Commissioner Thorn, seconded by Commissioner Siragusa.

Discussion: Administrator Lynch reviewed the budget with the Commission and pointed out new line items added to this budget. A discussion was held regarding the upcoming rate hike from Groton Utilities and whether or not this will affect the requested budget amount. Administrator Lynch stated the budget he submitted is solid and is a true budget and whether or not the water rates go up or down will not change the number requested. He stated the numbers are realistic and recommends the Commission approve the request and the forward it to the Town Council for approval. Commissioner Hillman asked for clarification regarding hydrant costs, repairs and expenditures.

Roll call vote: 5-0, voting in favor of adopting this resolution were Commissioners Hillman, May, Siragusa, Schober and Thorn. Voting in opposition, none. All in favor, motion carried, resolution adopted.

3. To discuss Kobyluck property located on 170 Oxoboxo Dam Road for use as a possible water source.

Attorney Stan Lucas discussed the options for using the property as a water source for the Town of Montville. He presented engineered maps of the property and the surrounding properties and discussed various scenarios for their use as a water source. He discussed easements and adjoining ponds to create a larger water source. Commissioner May stated there would be wetlands issues relating to this project. A discussion was held regarding this proposal being situated in SCCWA exclusive service area. Attorney Lucas stated there are many options to consider and believes the Town would be able to overcome the hurdles should they decide to move forward with the project in the future. Attorney Eric Knapp stated developing a quarry for a public water supply would require a number of approvals and permits including Connecticut Department of Public Health, source, water shed protection and treatment facilities and a Connecticut Department of Environmental Protection diversion permit. He stated that by putting watershed and other water quality issues aside, the quarry would be classified as a surface water supply and under the provision of the Federal Safe Drinking Water Act, administered by the Connecticut Department of Public Health; a surface water supply must be treated, filtered and disinfected. This would require a substantial investment for a filtration plant at the

connection to the source. Reviewing some historical data the cost of a 1 MGD water filtration plant would be approximately ten million dollars to construct.

Attorney Lucas indicated this idea is simply a concept at this point and encouraged the WPCA to look into it further.

e. To Consider and Act on the Payment of Bills

SAR 2010-0011. The Water Pollution Control Authority for the Town of Montville hereby resolves to pay invoices in the amount of \$1,336.50 as depicted in Schedule B (attached).

Motion made by Commissioner Hillman, seconded by Commissioner Schober.
Discussion: none. Roll call vote: 5-0, voting in favor were Commissioners Hillman, May, Siragusa, Schober and Thorn. Voting in opposition, none. All in favor, motion carried, resolution adopted.

A discussion was held regarding the comments of Mr. Dick Wilson earlier in the meeting regarding the name of the Commission. It was the consensus of the Commission to authorize the Town Attorney to look into this matter for a determination regarding the title. Commissioner May stated there may be liability with changing the name because there are legal contracts signed between parties and the WPCA currently in effect.

Motion made by Commissioner Siragusa to enter into Executive Session for the purpose of discussions regarding personnel matters. There was no second to the motion.

III Remarks from the Public – none.

IV Remarks from the Commission Members – none.

V Adjournment

Motion made by Commissioner Hillman, seconded by Commissioner Schober to adjourn the meeting at 9:00 p.m. Discussion: none. Voice vote: 5-0, all in favor, motion carried.

Respectfully Submitted by:

Audrey Ulmer, Recording Secretary for the Town of Montville