

### **Meeting Minutes**

Town of Montville Water Pollution Control Authority  
Monday, May 7, 2012 - Town Council Chambers – Town Hall – 7:00 p.m.

#### **1. Water and Sewer Commission**

##### **a. Call to Order**

Chairman May called the regular meeting of the Water and Sewer Commission to order at 7:00 p.m. after establishing a quorum.

##### **b. Pledge of Allegiance**

##### **c. Roll Call**

Present were Commissioners Murphy, Schober, Siragusa, Thorn and May. Also present was Mayor Ron McDaniel, Administrator Brian Lynch and Superintendent Michael Didato.

##### **d. Alterations to the Agenda – none.**

##### **e. Presentations**

##### **1. Presentation from Mr. Jonathan D. Hoenig from GP Energy regarding solar panels at the Treatment Plant.**

Administrator Lynch stated the Commission heard a presentation from a different company several months ago and he asked GP Energy to attend the meeting to give a presentation regarding their approach to solar power at the Plant for comparison and equipment options.

Mr. Jonathan D. Hoenig and Mr. Jason Ulshafer from GP Energy gave a presentation with an overview and a detailed proposal that depicts potential energy savings. Mr. Ulshafer discussed ways to be a trusted partner with the WPCA with a strategic plan as it relates to power, the economics of the project and potential ways to save money, he discussed the services the company delivers, utilizing the best places to locate the solar panels due to the physical geography of the land that will be used, assessing solar energy and the costs to install the units, project economics, financing options, site locations, a project overview and system size, potential annual revenue from the system, positive cash flow over time, the life expectancy of the systems, project references from the companies they have serviced, monetary gain, environmental gains, the depreciation factor and the overall site design of the Treatment Plant.

Chairman May thanked Mr. Hoenig and Mr. Ulshafer for attending the meeting and giving their presentation. He stated the Commission will look review the documentation presented.

##### **2. Presentation from Christopher Pierce, P.E. Senior Project Manager and Mr. John Boracchio for Wright Pierce Engineering regarding the anaerobic digesting report.**

Mr. Pierce from Wright Pierce Engineering indicated he has reviewed the draft Anaerobic Pretreatment System Evaluation Report from Woodard & Curran and he discussed the benefits to both the Town and to Rand Whitney, stating the user fees would be reduced, and the system would be technically feasible to implement. He discussed the I&I Report, the cost effectiveness of the system, and he stated he does support the system to be installed at Rand Whitney as depicted in the draft report. He discussed the reduction in organic loading stating it would free

up the SBR's capacity, he discussed the cost savings associated with the proposal stating it would save approximately five hundred thousand dollars to the WPCA but there will be a reduction in revenue from Rand Whitney that would offset these savings. He stated he has determined the installation of the anaerobic digester is technically feasible and does not see any downfall to the implementation of the system as depicted in the draft report.

Chairman May thanked Mr. Pierce for his presentation.

f. To consider and act on a motion to approve the meeting minutes of April 7, 2012 and May 1, 2012.

Motion made by Commissioner Siragusa, seconded by Commissioner Schober, discussion, none, voice vote, 5-0, all in favor, motion carried.

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

Chairman May distributed a thank you card from Branse, Willis & Knapp, LLC for the flowers sent to Attorney Ochsner who is currently in the hospital. Administrator Lynch discussed Attorney Ochsner's condition and stated his doctors anticipate he will recover but it is not short term recovery with an anticipated absence of at least six months.

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

Chairman May asked three times if there was anyone present who would like to come forward to address the Commission.

i. Executive Session – none.

j. Special Recognitions – none.

k. Report from Commission Attorney on Matters Referred

Administrator Lynch stated he will attend court on Wednesday regarding the issue for the easement and report back to the Commission with the results of the hearing.

l. Report from Administration Division

The following is the report submitted and discussed by Administrator Lynch;

We are still working with Wright-Pierce on the anaerobic digesting process. I have asked them to look into how utilizing the anaerobic digesting will affect the plant and the cost associated with it. They are working on doing a cost analysis of the project.

I have been in touch with the New London Court system regarding Linda Rivera. Her probation is up on the 9<sup>th</sup> of June this year. She has been paying restitution to the WPCA for the last five years. Linda pays the WPCA \$25.00 per month. She still owes us \$55,700.08. This dollar amount is related to the investigation only. I have spoken to her probation office and the victims' advocate office in New London. At this time, it looks like a civil action would be the only way we could recoup any more money. Her probation officer led me to believe that her current financial situation is such that there might not be anything to go after.

I have started looking into changing out some of our vehicles (trucks) that are not very fuel efficient. I would like to purchase two higher-gas-mileage (more energy efficient) cars to be used for conducting meter readings and pump house inspections. This will save us a considerable

amount of money in our fuel budget. We can purchase these vehicles through the State Procurement Division. I would like to purchase one vehicle in this year's budget and the other out of next year's capital line.

I spoke to Ron's (Ochsner) office about his condition the other day. Unfortunately, his condition has not changed. He is still in the ICU section of L&M Hospital. He had one treatment so far, and the doctors are planning to try another this week. The first treatment did not go as expected. He is going to be moved at some point to a facility that will be better suited for his needs. He is going to be out for some time.

We have still not received the connection fee for the sex offender facility. I have sent three invoices and numerous e-mails reminding them that they still owe us for the connection. I have calculated that their connection fee is \$37,000.00.

I delivered all the information the State requested for the two employees that are currently being investigated with regard to their water distribution licenses. Materials were given to Attorney Ochsner's office last week. I brought Eric Knapp (who will be covering for Ron) up to speed on the investigation. He forwarded the information on to the individual that is now in charge of the investigation. We have not heard anything from the State as of yet.

I attended a seminar on Human Resources last week in Worcester, Mass. It covered a wide variety of topics related to HR functions. I have already signed up for the next class in July.

m. Report from Operations Division

The following report was submitted and discussed by Superintendent Didato;

With the available data to date the Water Pollution Control Facility (WPCF) continues to be in full compliance of its NPDES permit.

There were no treatment plant odor complaints last month.

Sludge thickness has averaged 4.8% over the last month.

We averaged 49 lbs/day of nitrogen in our discharge last month. Our DEEP limit for calendar year 2012 has been reduced to 124 lbs/day.

We had new VFD drive for blower 4 installed. This would have been a very costly repair but was covered under the service contract with Rockwell.

We removed the lakeside unit from the septic receiving building and transported it to Weston & Sampson. They will be refurbishing it with all the appropriate parts. We had to make alternative accommodations for taking septage while the unit is being worked on.

Sodium Hypochlorite is high strength chlorine. In April we started up our chlorine loop residual analyzers and chemical feed pumps. Our NPDES permit requires that this system is totally up and running by May 1<sup>st</sup> of each year. It is to remain on until October 31 of each year. During this time frame we are required to run fecal coliform test, not to exceed pre-set limits on our permit. Prior to putting chlorine on line we pumped out and cleaned the contact chamber in an effort to use less chlorine. We also relocated a pressure transducer and control wires in the chlorine contact chamber for greater reliability for RW water supply pumps.

I have completed some testing on blower usage and found a way to use significantly less horse power to provide proper air and wastewater treatment. I believe we can reduce 300hp/hour X 24hr/day. What this really represents is a potential reduction in our monthly electric bill by as much as \$20,000. We still need to do some testing and work to truly see how much we can save. As of right now a savings of \$20,000 a month has great promise! This savings is in addition to the reverse auction Brian had to reduce the electrical rates. More to follow.

We have removed various plumbing and pumps that are not used anymore in an area of our treatment plant. The area will be used to accommodate storage for WPCA paper work that is currently kept at Town Hall. We need to cover and calk some wall penetrations to insure water tight integrity. Scraping, painting, and shelving still needs to get done.

#### COLLECTION SYSTEM

We are waiting for a replacement pump for our Kitemaug Rd pump station. Update: The new pump is installed and running properly.

We had a control display replaced at our Avery II pump station. Again I will say this would have been a very costly repair but was covered under the service contract with Rockwell.

We installed an underground conduit for wiring at our D'Amato pump station.

We have had numerous vendors bring jet/vacuum trucks to our plant. We are trying to learn about the pros and cons of each. In addition to properly maintaining our collection system as outlined in the URS report the truck could generate some money like I have in the past with our septic truck. Brian may have specific information regarding this.

We worked on a request from U.R.S. As follows: In order to confirm the capacity of the segments categorized in the I/I study as insufficient, we will need assistance in locating and/or uncovering 4 manholes so we can perform a velocity check. Our crews located all but four locations. Can you please in locating/raising these manholes and let us know when you have performed the task.

The four (4) not found manholes are located on or adjacent to Route 32:

(Sub Sys ) Manhole# / comments (18) 47 adjacent to Thomas Avenue – heavy traffic, possible outline in road (17) 69 upstream of residence #952 Route 32 – not found, possibly buried or located in construction site (17) 46 easement behind #721 Route 32 – not located, heavy brush & debris (17) 34 adjacent to #538 Route 32 (McDonalds) – not located, heavy traffic, next to McDonalds & Exxon.

#### POTABLE WATER

Continuing the installation of water meters that are compatible with radio read remotes.

Continuing locating buried curb boxes (property line service shut off valves) on many of the older accounts. It is important that these valves are accessible to shut off water to a building, particularly if the inside valve is inoperable.

We had a contractor reconfigure plumbing on two large water accounts, so we can install new radio read meters and reados.

The Fire Marshall inspected and toured our new Maple Ave. water booster station. All was found satisfactory.

The new hand held computer for monthly water readings worked well this month.

We investigated an unusually large water consumption from a commercial account. Our meter is correct.

n. Report from the Mayor

Mayor McDaniel stated he did not have anything to report.

o. Report from special or sub-committees – none.

p. Report from Engineers

The following report was submitted and discussed by Mr. Kruczek;

The following is a status report of the Montville open projects:

Project 36938180 – Other Engineering Support (CV \$ N/A, B \$59,531) RK  
Additional support as requested.

Project 36938373 – SSES LS Tasks (CV \$221,586, B \$199,427) RK, JJ  
Final report was delivered to DEEP 2/7/2012 and await their final approval.

Project 36938891 - WWTF design modifications and construction engineering (CV \$359,563 , B \$45,137)

Completed Tasks: A kick off meeting was held on January 13, 2012 at the WPCF and the 30% Design Review Meeting is scheduled for May 22nd. The 30% design depicts the location and layout of the grit separator and screen equipment. Included with the 30% submittal will be a table of contents for the specifications and an updated engineer's opinion of probable construction cost.

The general area for the new equipment and buildings has been surveyed. Installed a temporary monitoring well for determination and monitoring of the depth to groundwater. Groundwater depth near boring B-3 is approximately 31.3' below ground surface. Completed the soil borings, logs and samples. The Geotechnical report should be complete by 3/30/2012. Developed the hydraulic profile based on discharge pipe for existing grit channel discharge. Prepared a working project schedule.

Forecast for next period: Continue design of the Fine Screen and Vortex Grit Collector & Classifier, headworks building and structural components, plumbing and electrical systems. Complete a life cycle comparison and building. Schedule 60% design meeting the end of June. Start Bid Document preparation Budget: On target. Schedule: OnTarget Misc. Weston and Sampson was contracted to repair the existing Lakeside septage receiving station. The unit is currently being evaluated for parts order originally estimated. The unit is to be delivered to W&S's office in Rocky Hill by the WWTF staff.

Montville Open Tasks

Open Unpaid Invoices as May 2, 2012

Invoice #	Project #	Date	Amount
5080421	36938180	4/18/2012	\$ 1,270.60
5048779	36938891	3/23/2012	\$ 11,678.94
5080415	36938891	4/18/2012	\$ 24,129.31
			\$ 37,078.85

q. Old Business

Administrator Lynch stated he submitted a budget of actuals to Commissioner Siragusa at his request at the last meeting.

r. New Business

1. SAR 2012- 011. THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES to authorize the Chairman of the Water and Sewer Commission to sign work orders from URS Corp. for upgrades to the Sewer Treatment Plan. Motion made by Commissioner Thorn, seconded by Commissioner Schober, discussion, none, roll call vote, 5-0, all in favor, motion carried.

2. To consider and act on a motion to discuss updating the Rules and Procedures of the Water and Sewer Commission for the Town of Montville. Motion made by Commissioner

Schober, seconded by Commissioner Thorn, discussion, Chairman May stated he likes to know what is going on with the legal bills month to month and Administrator Lynch discussed the proposal and the proposed changes to the agenda portion of the Rules and Procedures with the Commission, stating there are several agenda items that are redundant and can be combined or removed. Chairman May asked Administrator Lynch for a proposal with the potential changes and descriptions and reasoning for the changes for the Commission to review and discuss at the next meeting.

3. To consider and act on a motion to receive and discuss the Anaerobic Pretreatment System Evaluation draft report from Woodard & Curran and to forward the document to the Town Council for review and approval. Motion made by Commissioner Schober, seconded by Commissioner Thorn, discussion, Chairman May stated the document is time sensitive and asked if there was anyone with concerns regarding the report. Superintendent Didato discussed the pros and cons of the proposal and Administrator Lynch discussed the potential savings the Town could see by installing the anaerobic digester at the Treatment Plant and he discussed the bonding and grants for the proposal. He stated the rate payers will not be asked to fund this proposal. Mr. Jim Cobery from Rand Whitney stated the State is willing to grant money to the Town of Montville to install the anaerobic digesting system at the Rand Whitney facility. He discussed the wastewater that will come out of the proposed anaerobic digester and stated Rand Whitney will pay the costs to treat the water that comes out of the unit at their expense with cost savings to everyone. He stated there will be less sludge generated and disposal. He discussed the forty year agreement between Rand Whitney and the Town of Montville, stating there will be no need for the agreement once Rand Whitney is a commercial user. Administrator Lynch inquired regarding the forty year agreement and how installing the anaerobic digester will impact this agreement with the Town and Mr. Cobery stated the forty year agreement with the Town will be ripped up once Rand Whitney is a commercial user. Chairman May stated two reputable engineering firms have looked at the proposal, it has been reviewed by all entities that are involved and there has been no opposition to the proposal. Roll call vote, 5-0, all in favor, motion carried.

s. Reports/referrals from Planning & Zoning – none.

t. Payment of bills

a. SAR 2012-012. THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES to pay bills in the amount of one thousand seven hundred and sixteen dollars (1,716.00) per attached Schedule A. Motion made by Commissioner Schober, seconded by Commissioner Thorn, discussion, none, voice vote, 5-0, all in favor, motion carried.

## 2. **Water Commission**

a. Report from Sub-Committees – none.

b. Report from Engineers

Administrator Lynch stated he met with Ms. Sara Cwikla regarding grants available to connect water to the schools, the Fair Oaks building, and areas on Rt. 163 in order to be prepared and shovel ready if money becomes available in the future. Chairman May asked Administrator Lynch to invite Ms. Cwikla to the next meeting to give a presentation to the Commission.

c. Old Business – none.

d. New Business – none.

3. Payment of Bills

a. SAR 2012-013. THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES TO pay bills in the amount of one thousand, one hundred twenty two dollars (\$1,122.00) per attached scheduled B. Motion made by Commissioner Schober, seconded by Commissioner Thorn, discussion, none, roll call vote, 5-0, all in favor, motion carried.

4. Executive Session

a. To consider and act on a motion to enter into executive session for the purpose of discussions regarding personnel matters. Discussions held during the executive session to include members of the Water Pollution Control Authority, Administrator Brian Lynch, Superintendent Didato and Mayor Ron McDaniel. Motion made by Commissioner Schober, seconded by Commissioner Thorn to enter into executive session at 8:21 p.m., returning at 9:03 p.m. Chairman May resumed the meeting at stated no formal votes were taken during the executive session.

5. Remarks from Commission Members – none.

6. Adjournment

Motion made by Commissioner Thorn, seconded by Commissioner Schober to adjourn the meeting at 9:05 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.

Schedule A

Branse, Willis & Knapp, LLC		\$1,716.00
	Total:	\$1,716.00

Schedule B

Branse, Willis & Knapp, LLC		\$1,122.00
	Total:	\$1,122.00