

Approved: \_\_\_\_\_

## Meeting Minutes

Town of Montville Water and Sewer Commission

Monday, November 5, 2012 - Town Council Chambers – Montville 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

All stood and pledged the flag.

#### c. Roll Call

Present were Commissioners Murphy, Schober, Siragusa, Thorn (7:07 p.m.) and May. Also present was Administrator Brian Lynch, Superintendent Michael Didato and Mayor Ronald McDaniel.

#### d. Alterations to the Agenda – Addition to Section II, Item f.1

That the Commission adds Section II, Item f.1, ‘Remarks from the Public Regarding Items on the Agenda with a three minute limit’, inadvertently left off the agenda.

#### e. To consider and act on a motion to approve the minutes of October 1, 2012 and Special Meeting minutes of October 1, 2012.

Motion to approve the minutes of October 1, 2012, made by Commissioner Murphy; seconded by Commissioner Siragusa; discussion, none; voice vote, 5-0, all in favor; motion carried.

Motion to approve the Special Meeting minutes of October 1, 2012, made by Commissioner Siragusa; seconded by Commissioner Murphy; discussion, none; voice vote, 5-0, all in favor, motion carried.

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

Administrator Lynch commented that all relevant communications were included in the packet.

#### g. Remarks from the Public Regarding Items on the Agenda with a three minute limit.-- None

#### h. Executive Session – None.

#### i. Special Recognitions --None

#### j. Report from Commission Attorney on Matters Referred -- None

#### k. Report from Administration Division

Administrator Lynch discussed the following report with the Commission:

- I met with Green Point Energy to discuss how we will be proceeding with the solar project. I have sent their contract delinquent accounts to our lawyers to be vetted. I hope to have that back by our December meeting. If everything looks good I will bring the details of the contract and the timeline for construction to our December meeting.
- I initiated some discussion with the school superintendent's office with regards to their water problem. Mike and I looked at different route options to see which route would be the most efficient way to get water to the high school. The school is currently using a filter system to take care of the problem. At this time the school is going to take a wait-and-see position. I have asked our water engineer to run some cost estimates to see what we would need monetarily to bring public water to the school.
- I sent everyone a four-year breakdown of our aged accounts. As of November 1<sup>st</sup>, we have approximately 1,088 delinquent users for a total of \$349,335.48. I will address this with the commission at our meeting.
- I held a meeting a couple of weeks ago with David Hickey (President of Faria Corporation), Marcia from P&Z and Bill Pieniadz of P& H Construction to discuss the possibility of obtaining an easement if we want to run a water line up Route 163 on the old railroad line. Faria is looking into selling their land. There have been a few inquiries about the availability of water and sewer for the commercial property located in that area.
- Under New Business on our agenda, I have requested action on the proposed upgrade to our SCADA system. The RFP deadline for the system was November 2<sup>nd</sup>. Mike and I will review the RFP's submitted, and bring our recommendation to the commission at our meeting.

In addition to his report, Administrator Lynch reported that there were no overflows and everyone worked hard during the recent inclement weather in the region.

#### I. Report from Operations Division

Superintendent Didato discussed the following in his report:

1. With the available data to date the Water Pollution Control Facility (WPCF) continues to be in full compliance of its NPDES permit.
2. There were no treatment plant odor complaints last month.
3. Sludge thickness averaged about 5.6%.
4. We averaged 44 lbs/day of nitrogen in our discharge last month. Our DEEP limit for calendar year 2012 has been reduced to 124 lbs/day. We continue to average very low nitrogen in our discharge this year.
5. The Lakeside unit was delivered to the plant on 9-20-12. The Lakeside unit is used for receiving septage. UPDATE: It is running well now
6. On 10-17-12 Gregg and I attended a seminar on meters, ice pigging, and being prepared for the worst. It was hosted by Atlantic States Rural Water.

7. We pumped out and washed the two 137,000 gallon water supply tanks
8. The bar screen (part of our existing headwork's) broke down. We received replacement parts. We re-assembled the bar screen equipment. The bar rack removes rags and debris from the raw wastewater. UPDATE: It is running well now.
9. Our NPDES permit dictates that we are to stop Chlorine disinfection testing as of November 1st.
10. Please forgive this abbreviated report. As I type this report, we are under generator power here at the plant and many of the pump stations. I will give follow up on this when the dust settles. Both the DPH & DEEP have required documented reports each morning regarding our condition. I am happy to report we have maintained compliance on both water and sewer.

**m.** Report from the Mayor

Mayor McDaniel commented that the WPCA staff “performed magnificently” during Hurricane Sandy although there was some concern about the pump stations. He said that there will be follow up discussion to “tweak” existing management of like situations.

**n.** Report from special or sub-committees -- None

**o.** Report from Engineers

Administrator Lynch reported that the RFP for head works is delayed until November 13<sup>th</sup>.

**p.** Old Business -- None

**q.** New Business

1. To set the dates for 2013 meetings.

**SAR NO. 2012-26 THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES** to approve the meeting dates for the calendar year 2012; Jan 7, Feb 4, Ma. 4. Ap. 1, May 6, June 3, July 1, Aug 5, Sept (Thurs) 5, Oct 7, Nov 4, Dec 2. Motion made by Commissioner Siragusa, seconded by Commissioner Thorn, discussion, none; Roll Call vote, in favor were Commissioners Murphy, Schober, Siragusa, Thorn and May; vote, 5-0; motion carried.

2. To award the sludge hauling contract to J.P. Noonan for the period of Jan. 1, 2013 thru Dec. 31, 2015.

**SAR NO. 2012-27 THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES** to award the sludge hauling contract to J.P. Noonan for the period of Jan. 1, 2013 thru Dec. 31, 2015. Motion made by Commissioner Siragusa, seconded by Commissioner Schober; discussion, Administrator Lynch stated that only two bids were received and the current vendor did not bid on time; Roll Call vote, in favor were Commissioners Murphy, Schober, Siragusa, Thorn and May; vote 5-0; motion carried.

**SAR NO. 2012-28 THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES** to award the SCADA Project contract to Woodard & Curran in the amount of \$52,798.00. Motion made by Commissioner Schober, seconded by Commissioner Murphy; discussion, Administrator Lynch commented that only one bid was received; Roll Call vote, in favor were Commissioners Murphy, Schober, Siragusa, Thorn and May, vote 5-0; motion carried.

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

s. Payment of bills

1. THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES to pay bills in the amount of Six Thousand and Forty-Nine Dollars (6,049.00, per the attached Schedule A.

**SAR NO. 2012-29 THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES** to pay bills in the amount of Six Thousand and Forty-Nine Dollars (6,049.00, per the attached Schedule A. Motion made by Commissioner Murphy, seconded by Commissioner Thorn, discussion, Commissioner May commented that there was discussion at the last meeting about some of the line items; Roll Call vote, in favor were Commissioners Murphy, Siragusa, Thorn and May; vote 5-0; motion carried.

2. **Water Commission**

a. Report from Sub-Committees

b. Report from Engineers

c. Old Business

d. New Business

e. Payment of Bills – none.

f. Executive Session – none.

g. Remarks from Commission Members

Commissioner Murphy thanked Administrator Lynch regarding the Commission plant updates that he reported on to the Town Council. Commissioner May said he enjoyed the end of the week report received from Administrator Lynch and hoped it would continue. He added that the report did not have to be formal.

h. Adjournment

Motion made by Commissioner Murphy, seconded by Commissioner Thorn to adjourn the meeting at 7:51 p.m.; discussion, none, voice vote, 5-0, all in favor, motion carried.

Respectfully Submitted by:

Gloria J. Gathers  
Recording Secretary, Town of Montville  
Cc: Schedule A

Branse, Willis & Knapp, LLC

\$6,049.00