

**Regular Meeting Minutes  
Town of Montville Water and Sewer Commission  
Monday August 3, 2015  
Treatment Plant Conference Room – 6:00 p.m.**

**1. Water and Sewer Commission**

**a. Call to Order**

WPCA Chairman May 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 Anthony Siragusa, Robert Thorn, and WPCA Chairman/Town Council Liaison Timothy May. Also present were Administrator Brian Lynch, Superintendent Michael Didato, and Mayor Ronald McDaniel. Commissioners Gary Murphy and Deborah Schober were absent.

**d. Alterations to the Agenda -- None**

**e. To consider an act on a motion to approve the Regular Meeting Minutes of June 1, 2015**

Motion to approve the Regular Meeting Minutes of June 1, 2015, made by Commissioner Thorn; seconded by Commissioner Siragusa; discussion, none; voice vote, 3-0; all in favor, motion carried.

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

Mayor McDaniel reported on a letter received from the Southeastern Connecticut Council of Governments (COG) about upcoming nominations for its executive board and the COG meeting earlier today. He stated that new towns are interested in COG membership but that applicants for the board should include representatives of towns it serves. Commissioners Thorn and Siragusa expressed interest. Commissioner May suggested John Chase. Mayor McDaniel said that he put forth their names for consideration. The Mayor also referenced a letter from the Southeastern Connecticut Water Authority (SCWA) that is seeking applicants for its Representative Advisory Board. The Commission discussed potential applicants for the same.

Administrator Lynch commented on a letter from he received regarding the Emergency Water Supply Plan and authorization for permit. Mayor McDaniel explained that plan operates under a certificate and as a result paperwork must be done accordingly.

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

Chairman May asked three times for remarks. There were none.

**h. Report from Commission Attorney on Matters Referred -- None**

**i. Report from Administration Division**

Administrator Lynch submitted an activity report for June/July 2015 that was included in the packet as follows:

1. As you know, the repairs on Woodland Drive are still ongoing. At the time of this report, P & H Construction is still working on the break. We will eventually be repairing approximately 1,200 feet of pipe.
2. Maureen and I continue to receive training for the new accounting system. We anticipate going live for the October billing cycle.
3. Diane Weston, our part-time employee, is doing a fantastic job. She is picking up very quickly on how the WPCA office works.
4. Scott Bassett, our accountant, has been working with Maureen to close out the last fiscal year. This has made for a smooth transition for when the Town's auditing firm comes in sometime in August.
5. Matt Auger and I anticipate having all the paperwork in place between Woodward & Curran and the WPCA by next week regarding the contractual obligation for the design and construction portions of the anaerobic digester project. As soon as I get a copy, I will make sure everyone gets a copy of that contract.
6. I received a letter of approval from Connecticut State DEEP regarding the Regional Emergency Supply Plan. This plan was for the interconnection of water systems in our area, in case of emergencies. Chris Clark will attend our September meeting to give us an update and overview about the emergency water plan.

In follow up to his report, Administrator Lynch and Superintendent Didato commented in more detail about the repair on Woodland Drive. Superintendent Didato explained that two (2) things occurred that were not on the URS study one of which was a salt issue found four feet below, and has only happened twice in Chesterfield. Administrator Lynch anticipates the cost for the repair at \$250,000, a cost that can be absorbed in the current year budget.

**j. Report from Operations Division**

Superintendent Didato submitted an operating report for June/July 2015 that was included in the packet as follows:

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 4.5%.
4. We had an average of 118 lbs/day of nitrogen in our discharge last month. Our 2015 average limit with the DEEP is 118 lbs/day.
5. We had safety meetings and trainings for fork truck operation and flagger/traffic control. The new room was utilized and worked out great.
6. Continued work on converting the old grit room into usable and safe work space. We are finishing up on some small items including a ramp.

7. As I requested, I am to inform the Commission when members of the staff are out from work for comp or extended leave. As this time, we have one man back from comp who is on restricted light duty and another man that retired.
8. We had a partial blockage in a sewer line on Milefski Drive. It was resolved quickly.
9. We had a temporary load bank installed on one of our generators that is a bit oversized for its application. “It doesn’t get pushed hard enough.” What this does to put a heavy load on a generator for a known period of time to truly exercise its components. Best described as a car that just idles everyday but needs to be run harder from time to time.
10. Mandatory reports were sent out. One was the Consumer Confidence Report (CCR) required by DPH and the other report was the required report to RWC called the capacity report.
11. I hope to open some discussion regarding upgrading our SCADA System and pump station controllers. I have a 5-year plan developed by Woodard & Curran that I would like to discuss that is a systematic approach to implementing these upgrades.
12. The Town and the WPCA have an obligation to have our CDL drivers get randomly tested for drugs and alcohol. I have solicited the services of CCM and Gregory & Howe to conduct these tests appropriately and legally. This month two (2) of our drivers were tested and the results were negative for both.

Following up on Item 11 of his report, Superintendent Didato gave a presentation on the supervisory control and data acquisition (SCADA) system currently in use. The presentation gave a visual breakdown of the pump stations and the problems associated with them. Superintendent Didato explained that the controls for the stations are 20+ years old, are equipped with different kinds and brands of controls, and that the current radio system provides limited data as the frequency on the radios is plagued with interference that causes communication errors requiring operator intervention. The viable solution that Superintendent Lynch Didato proposed implementation of a plan by the Woodard & Curran—there is currently a 5-year plan in place—that can be modified in stages and build in some new equipment. Benefits of the plan would include a new, digitally-based controls with streaming data and a remote monitoring system but continue to work with Woodard & Curran who provided the current SCADA system.

Using WordPad, Superintendent Didato demonstrated radio communications by pump station with the current SCADA system and the streaming data obtained as interacted with each. Commissioner May asked whether a new PLC system, programmable logical controllers, would be used. Superintendent Didato responded that the new system would be networked, computer-based with ‘live’ streaming data, sent and received. Commissioner May then commented on communication issued reported by Lt. Bunnell and asked whether the police system could be commonly shared with the WPCA. He also asked whether a communications expert is involved in the discussion. Superintendent Didato replied that discussion has begun explaining that the WPCA has three (3) frequencies—public works, current SCADA system, and one at a higher frequency that will issue better communication. Thus, he concluded that he saw no benefit from merging with the police system since they are fairly independent. The design for the new system would mean that data could be acquired from the pump stations, networked to and received by the WPCA, and then delivered via telephone, cell phone, or text messaging. When questioned, Superintendent Didato said that the estimated cost for the upgrade to be \$800,000 over time with \$80,000 in the first year for new radios. He explained that the bulk of the cost would be for design, engineering, and controllers in addition to the monthly subscription for use of the radio frequency, specifically the third frequency that he believed the WPCA owns.

Commissioner May concluded that it seemed to him as though most of the cost would be attributed to the PLCs and as such he wanted to see the quality of the equipment that would be acquired as the total cost is significant. He asked that the process be focused. Mayor McDaniel stated that the SCADA system was introduced to minimize costs and reduce the need for extra shifts and agreed that a platform should be set as to steps for the overall implementation of the plan. Administrator Lynch commented that \$75,000 has been included in the WPCA capital plan for SCADA and also updates with the aim to get the main pumps operating efficiently and to obtain a higher radio frequency for monitoring the system. Superintendent Didato concluded that he has compiled data for replacement equipment and major operating parts as suggested by Mayor McDaniel, who added that the Town would work with the WPCA regarding the radio communication. Commissioner May asked about the number of metal pipes and sewers existing in town and asked that URS study and/or survey the same.

**k.** Report from the Mayor

Mayor McDaniel thanked Administrator Lynch with constituent issues that were resolved.

**l.** Report from special or sub-committees

Commissioner Siragusa reported a SCWA meeting regarding a discussion with Oakdale School, a proposed increase, and the fluoride content of the water.

**m.** Report from Engineers -- None

**n.** Old Business -- None

**o.** New Business

1. Discussion on filling the position of, Sewer Operator, at the treatment plant.

Administrator Lynch explained the proposal for a new Sewer Operator position would be a Class 1, licensed position to assist Superintendent Didato and for on-call matters. He explained some existing staff live out-of-town and that would be problematic for on-call concerns. Discussion followed regarding obligations for on-call staff and rotation of employees for the same. Superintendent Didato added that current staff is down by one.

**p.** Reports/referrals from Planning & Zoning – None

**q.** Payment of bills

1. THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES to pay bills in the amount of Nine Hundred Seventy-One Dollars and Fifty Cents (\$971.50), per attached Schedule A.

**SAR NO. 2015-65 THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES** to pay bills in the amount of Nine Hundred Seventy-One Dollars and Fifty Cents (\$971.50), per attached Schedule A. Motion made by Commissioner Siragusa; seconded by Commissioner Schober; discussion, none; Roll Call vote: all in favor Commissioners Siragusa, Thorn, and May; 3-0; motion carried.

**II. Water Commission**

**a.** Report from Sub-Committees – None

**b.** Report from Engineers -- None

c. Old Business – None

1. Status of the Water Supply Plan Update.

Administrator Lynch reported that the water operators toured the facility with Woodard & Curran officials and the last of the information has been obtained to answer the questions required for updating the Water Supply Plan. Mayor McDaniel added that the Town be updated by the State DEEP since our plan is near completion.

d. New Business – None

e. Payment of bills -- None

f. Remarks from the Public

Chairman May asked three times for remarks. There were none.

g. Remarks from Commission members

Commissioner Siragusa asked whether future meetings would be held at the treatment plant. Mayor McDaniel replied that the space was not conducive for the public.

h. Adjournment

Motion made by Commissioner Thorn; seconded by Commissioner Siragusa to adjourn the meeting at 7:09 p.m.; discussion, none; voice vote, 3-0, all in favor; motion carried.

Respectfully submitted by,

Gloria J. Gathers  
Recording Secretary, Town of Montville

Schedule A

Suisman, Shapiro, Wool, Brennan et al

\$971.50