

**Regular Meeting Minutes**  
**Town of Montville Water and Sewer Commission**  
**Monday, December 7, 2015**  
**Town Council Chambers – 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 5:57 p.m.

**b. Pledge of Allegiance**

All stood and pledged the flag.

**c. Roll Call**

Present were Commissioners Gary Murphy, Deborah Schober, 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 were absent.

Administrator Lynch commented that Superintendent Didato was working out in the field.

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

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

Motion to approve the Regular Meeting Minutes of September 10, 2015, made by Commissioner Thorn; seconded by Commissioner Siragusa; discussion: Administrator Lynch noted that the time that the executive session ended should be changed to 6:09 p.m.; voice vote, 5-0; all in favor, **motion carried to approve the minutes as amended.**

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

Administrator Lynch commented on the sample of the new WPCA; the letter from Jensen Communities regarding by a request that the WPCA takeover the supply of water to Marina Cove; and a letter from the State DPH concerning upcoming organizational meetings for Water Utility Coordinating Committees all of which were included in the packet sent electronically to the Commissioners. The meeting will be held December 9, 2015 at 1:00 p.m. at the Northeastern Connecticut Council of Government.

**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. Commission Attorney on Matters Referred -- None**

**i. Report from Administration Division**

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

1. First, a reminder that we have a public hearing on a sewer line extension before our meeting Monday. It is scheduled for 5:30 p.m.
2. The Mayor, Matt Auger, and I attended a meeting with George Hicks of DEEP last week. We dropped off the agreements between the WPCA, Rand-Whitney, and Woodard & Curran for his review. We discussed how things will start to move forward. As soon as George signs off on the agreements, we will start the first phase of the project.
3. We continue to implement the new accounting system in the office. We spent the last week learning the Tyler Cashing System. This is the process where we take the payments at the front window. I have placed in your packet a copy of the redesigned billing statement.
4. Mike and I met with Josh Cansler. He is the new manager of Southeastern Connecticut Water Authority. We discussed the Exclusive Service Area and the need for both of our water companies to work together.
5. I will be attending a meeting on December 9<sup>th</sup> at the Northeastern Connecticut Council of Government. An organizational discussion is going to be held concerning our WUCC management area. The discussions will be on regulatory and statutory requirements. The State is combining the eastern part of the state into one WUCC area.

**j.**     Report from Operations Division

Superintendent Didato submitted an operating report for November 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 5.5%.
4. We had an average of 26 lbs/day of nitrogen in our discharge last month. Our 2015 average limit with the DEEP is 118 lbs/day.
5. We had more of the required training to maintain our potable water certifications.
6. We procured a leaf blower and set it up on our dump trailer. We put sturdy sides on it, painted it, and stenciled our town and department on it. It looks great and works even better. It's great for our main facility. However, it really keeps all of our remote stations looking good for our neighbors.
7. We have again exceeded the established maximum contaminant level for trihalomethanes in our potable water. This is the newest constituent to be measured for the DPH. We exceeded it by a very small amount. This is a very complex problem for us and many other communities that have chlorinated water. We are working with the DPH and experts to get resolve on this. Just some of the variables include, water age, chlorine demand, chlorine residual, what levels enter our system, and even temperature. More to follow.
8. Continued working with the engineers that designed and inspected the headworks project. FYI: The engineering firm formally known as URS is now called AECOM. We still have some outstanding issues. Most notable is a full 3-pump skid mounted booster station that has never been operational.

9. Nothing unusual or outstanding to report for this month. Performed routine maintenance and operations with some small problems that have all been resolved.

k. Report from the Mayor -- None

l. Report from special or sub-committees -- None

m. Report from Engineers -- None

n. Old Business

1. THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES to accept the proposed 7-lot subdivision on Carol Drive and Sharp Hill Road. The proposed development will include the extension of the sewerage collection system. Motion – Discussion – Roll Call

Motion made by Commissioner Siragusa regarding the public hearing for extension of the sewerage extension was withdrawn.

**SAR NO. 2016-68 THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES** to accept the proposed 7-lot subdivision on Carol Drive and Sharp Hill Road. Motion made by Commissioner Schober; seconded by Commissioner Thorn. Motion amended by Commissioner Siragusa; seconded by Commissioner Murphy to include approval of extension of the sewer line presented at public hearing December 7, 2015. Discussion, none; Roll call vote, all in favor Commissioners Murphy, Schober, Siragusa, Thorn, and May; 5-0; **motion carried.**

o. New Business

1. THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES to set 2016 regular monthly meeting dates of the Water and Sewer Commission on the first Monday of every month excluding holidays that will be scheduled on the Thursday of that week. The scheduled meetings are as follows: January 4<sup>th</sup>, February 1<sup>st</sup>, March 7<sup>th</sup>, April 4<sup>th</sup>, May 2<sup>nd</sup>, June 6<sup>th</sup>, July 6<sup>th</sup>, August 1<sup>st</sup>, September 8<sup>th</sup> (Thursday), October 3<sup>rd</sup>, November 7<sup>th</sup>, December 5<sup>th</sup>, 2016 to be held in the Town Council Chambers. Motion – Discussion – Roll Call

**THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES** to set 2016 regular monthly meeting dates of the Water and Sewer Commission on the first Monday of every month excluding holidays that will be scheduled on the Thursday of that week. The scheduled meetings are as follows: January 4<sup>th</sup>, February 1<sup>st</sup>, March 7<sup>th</sup>, April 4<sup>th</sup>, May 2<sup>nd</sup>, June 6<sup>th</sup>, July 6<sup>th</sup>, August 1<sup>st</sup>, September 8<sup>th</sup> (Thursday), October 3<sup>rd</sup>, November 7<sup>th</sup>, December 5<sup>th</sup>, 2016 to be held in the Town Council Chambers. Motion made by Commissioner Schober; seconded by Commissioner Siragusa. Motion amended by Commissioner Siragusa; seconded by Commissioner Murphy to include meetings to begin at 6:00 p.m. Roll Call Vote: all in favor Commissioners Murphy, Schober, Siragusa, Thorn, and May; 5-0; **motion carried.**

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 Four Thousand Nine Hundred Ninety-Six Dollars

and Fifty Cents (\$4,996.50) per attached Schedule A. Motion – Discussion – Roll Call Vote.

**SAR NO. 2016-69 THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES** to pay bills in the amount of Four Thousand Nine Hundred Ninety-Six Dollars and Fifty Cents (\$4,996.50) per attached Schedule A. Discussion, none; Roll Call Vote: all in favor Commissioners Murphy, Schober, Siragusa, Thorne, and May; 5-0; **motion carried**.

**II. Water Commission**

- a. Report from Sub-Committees – None
- b. Report from Engineers -- None
- c. Old Business – None
- d. New Business -- None
- e. Payment of bills -- None
- f. Remarks from the Public -- None
- g. Remarks from Commission members

Commissioner May commented that he finds it helpful to have Maureen notify them that information is in Dropbox.

**h. Adjournment**

Motion made by Commissioner Siragusa; seconded by Commissioner Schober to adjourn the meeting at 6:14 p.m.; discussion, none; voice vote, 5-0, all in favor; **motion carried**.

Respectfully submitted by,

Gloria J. Gathers  
Recording Secretary, Town of Montville

Suisman, Shapiro, Wool, Brennan et al

Schedule A  
\$4,996.50