

**Town of Montville Water and Sewer Commission
Regular Meeting Minutes
February 4, 2019 – 6:00 p.m.
Town Council Chambers – Montville Town Hall**

1. Water and Sewer Commission

a. Call to Order

Town Clerk Katie Sandberg called the regular meeting of the Water and Sewer Commission to order at 6:01 p.m.

b. Pledge of Allegiance

All stood and pledged the flag.

c. Roll Call

Present were Commissioners Brian Quinn, Anthony Siragusa, and Town Councilor Jeff Rogers. Absent were Commissioners Shawn Jinkerson and Chuck Longton and Mayor Ron McDaniel. Also present was WPCA Superintendent Derek Albertson and Accountant Maureen Benway. A quorum was present.

d. Election of Chairman and Vice Chairman

Motion by Commissioner Siragusa; seconded by Commissioner Quinn to nominate Town Councilor Rogers as Chairman of the Water and Sewer Commission. Discussion: none. Roll Call vote: In favor, Commissioners Quinn, Siragusa, and Town Councilor Rogers. Opposed: none. Motion carried, 3-0.

Motion by Commissioner Quinn, seconded by Town Councilor Rogers to nominate Commissioner Siragusa as Vice-Chairman of the Water and Sewer Commission. Roll Call vote: In favor, Commissioners Quinn, Siragusa, and Town Councilor Rogers. Opposed: none. Motion carried, 3-0.

e. Alterations to the Agenda

Motion by Commissioner Siragusa; seconded by Commissioner to remove Agenda Item, Section I.0.1, *RFP Update for Emergency Work*. Discussion: Chairman Rogers said the item would be discussed in executive session under Agenda Item, Section I.N. Voice vote, 3-0, all in favor. Motion carried.

f. To consider and act on a motion to approve the Regular Meeting Minutes of January 7, 2019.

Motion by Commissioner Siragusa; seconded by Commissioner Thorn to approve the Regular Meeting Minutes of December 3, 2018. Discussion: none. Voice vote, 3 -0, all in favor. Motion carried.

g. Communications pertaining specifically to matters which concern the Commission None

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

Chairman Rogers asked three (3) times for remarks. There were none.

i. Commission Attorney on Matters Referred -- None

j. Report from Administration Division

Superintendent Albertson summarized this Agenda item in his report under Section I.K.

k. Report from Operations Division

WPCA Chief Plant Operator/Superintendent Albertson submitted an Operations Report for January 2019 as follows:

Compliance/Process

Wastewater Treatment

Currently, the plant is in compliance with the State and Federal permits. On January 25, a TSS effluent concentration was above the daily maximum level--the exceedance was a result of significant temperature flux and rain accumulation. No formal reporting was required for the sewer plant or collections system due to malfunctions or effluent quality problems.

Trucking for sludge was reduced 20% as compared to this time last year. On January 14, the CTDEEP provided public notice regarding two proposed (general) pretreatment permits which could affect both the Mohegan Sun and Rand-Whitney Corporation--*General Permit for Significant Industrial Users* and the *General Permit for Discharges of Miscellaneous Sewer Compatible Wastewater for Industrial Users*.

Water Supply

The water supply is meeting required standards. Unaccounted for water has been calculated at approximately 10% which is below the industry standard. The WPCA supplied water testing results to Atlantic States Rural Water and Wastewater Association for their preparation of the *Consumer Confidence Report* (CCR). The CCR will be posted to the website.

Finances

January payroll: \$82,214.92 – 5 weeks Comparable to last year

Significant Purchases: no significant day to day purchases over \$5,000

Account Balances:

A debt service audit was conducted for the four (4) bonds most recently procured for the treatment plant. One bond was paid in July 2018 and another will be paid in February 2019; thus reducing debt service by at least \$150,000-\$200,000 per year. The remaining two bonds will be paid in August 2032 (headworks upgrade) and July 2034 (new emergency power generator).

An electric power usage audit was conducted. Currently, there are 22 wastewater accounts and 7 water accounts with the power supplier *New Constellation Energy* (brokered by *Balanced Rock Energy*) and the transmission company is *Eversource Energy*. The cost is \$0.0725 per kW-hr which is considerably less than the current market supply cost. The WPCF electrical costs are lower this month as compared to 2018. A representative of *Balanced Rock Energy* was met onsite on January 29 to discuss the existing contract.

Capital improvement costs (for FY 2020) are being investigated for the upcoming budget. A draft copy will be provided to the commission at the near future.

Staff

No reports of employee injury this month.

First Aid/CPR/AED training/certification was completed on January 30 which included training for protection against blood borne pathogens. *US DOT Random Test Screening* occurred on January 16 by Gregory & Howe, Inc. personnel (Shelton, CT)--no concerns were noted.

Two (2) new hires were welcomed to the WPCF, including Gerald Miner (*Senior Lab Operator*) and Marcel Antonini (*Operator III*), who began work on December 31. Daily (operator) onsite coverage is now from 6 a.m. to 4:30 p.m. and weekly onsite coverage has been extended to seven days per week. The two operators will also serve the WPCF on the call duty; thus expanding the after hour coverage to include 8 operators. It is recommended that an additional *Collections Operator* be hired to avoid potential non-compliance issues. This individual will be initially hired as the *Maintainer*, and then brought up to Operator status.

Jon Lilly and Kevin Loiler sat for the CTDEEP *Operator III Certification Examination* on January 9. The exam results are expected to be available soon. The WPCF staff has been briefed on resources available for compliance to the new Public Act (18-97) which requires CTDEEP-certified operators to complete six CEUs annually. Each staff member has signed up for either a correspondence course or will attend a seminar to meet the requirements.

A USEPA supported webinar will be attended in February for Tier II reporting at the municipal level. Members of the Administrative Staff are considering a completion of the Connecticut Conference of Municipalities (CCM) continuing education program: *Certified Connecticut Municipal Official* program (CCMO).

Inspections

On January 8 and 9, inspections of sewer mains near the *Fairfield Inn* (Route 32) were conducted in response to odor complaints within the building. No concerns regarding the sewer mains were noted. The Hyatt reported a loss of water supply on January 19. WPCA personnel responded and alerted staff of an issue within their facility. On January 24, a temporary loss of power occurred at the Chesterfield Pump Station; emergency (backup) power was activated at that time to ensure station operation.

Representatives of Doosan Fuel Cell America and Eversource visited the WPCF on January 16 to discuss the potential installation of a stationary fuel cell (energy co-generation) unit to supply electricity/heat with supplied natural gas.

The process operators completed an inspection of the six (6) process tanks (SBRs) and made adjustments to the decanting equipment and oxygen sensors to improve operations.

SPCC monthly petroleum/chemical inspections began this month with spill containment kits placed in storage areas. The monthly SWPPP storm water monitoring requirements were completed.

Equipment

An inventory of weather gear was made in lieu of the extremely low temperatures/wet conditions experienced this month with appropriate clothing purchases made. A washer and drier for exterior (protective) clothing were purchased.

Two air quality monitors were purchased to replace failing units. The safety equipment is integral in potential confined space entry air quality determination(s). It was confirmed that the maintenance of the onsite AED and the supply of first aid supplies is maintained by an outside vendor.

A plant water booster pump was installed to assist in effluent water delivery to the plant scrubber.

A (process) dissolved oxygen sensor for SBR-6 was purchased to replace a failing unit.

Tank Services, Inc. (Cranston, RI) personnel were met onsite to discuss the conversion of the existing Freightliner truck to replace the existing pumper truck--the addition of a trailer containing an aluminum tank. The existing 1994 pump truck has over one million miles of use and will likely fail its annual CTDOT inspection (conducted at Nutmeg International, Franklin, CT) deeming it unsafe to drive.

An older generator will be repaired and used at a pump station for emergency power generation at either the Mayo or D'Amato Pump Stations. The backup power at this station will complete coverage to the northwestern portion of the Town.

Garmin GPS units have been placed in each "call vehicle" to assist the new operators in locating addresses in Town in the event of a reported problem.

Projects

Request for Proposal (RFP) for emergency services: The RFP was advertised in both the *Norwich Bulletin* and *The Day* newspapers on January 11.

Evaluation of the Existing Chlorination System/ Effluent Disinfection Upgrade: A January 9 meeting with the contractor (Nate Carlson, Delray Contractors) and the WPCA engineer (Therlin Montgomery/Barry Parfitt, Wright-Pierce) provided an update to the Chlorine Building installation, including chlorine storage tank and dose pump placement/sizing.

Recycle Water System(s) Upgrade: It had been proposed to improve recycle water pumping supply with the addition of a smaller (jockey) pump with VFD control. Staff conducted experimental pumping restrictions to mimic proposed (recycle) pumping. Additionally, staff members aligned decanter elevations (and travel heights) for each SBR basin to better control hydraulic loading to the chlorine contact chamber. The lower recycle pumping rate and better hydraulic loading control will result in better disinfection with less chlorine usage as well as better control of the recycle water supply.

Jerome Avenue Pressure Relief Valve (PRV) Installation: Successful post-installation pressure testing was completed on January 16 under the direction of the WPCA engineer (Rick Cruanes, Wright-Pierce).

NPDES Permit Renewal: The current federal permit expired on December 9. The renewal package was received by the CTDEEP six months prior as stipulated and allows for operation under the existing permit. No approval of the new permit has been received. No significant changes to effluent control are expected.

Equipment

The current (ultrasonic) level indicator for the influent wet well level will be replaced with a radar sensor. The unit will allow for better level control (as well as pumping of influent wastewater to preliminary and secondary processes).

Development

Wentworth Civil Engineers submitted a *Sanitary Sewer Impact Report* that was provided related to Horace Lindo's proposed 87-unit residential development at 90 Maple Avenue. The study was forwarded to our engineer (Therlin Montgomery, Wright-Pierce) for review which indicated adequate capacity for the housing units.

A request for information was received for an area along CT Route 32 (behind *St. Bernard School*). Specifically, John Jensen (Pequot Commercial) inquired about the public water supply in that area, but no specific information about proposed development was provided.

The Planning Department provided a map for a proposed 9-unit storage facility (to be built at 430 Chapel Hill Road). Mapping for the project was reviewed (with no concerns identified) and returned to the Planning Department.

Further discussion was made with Pequot Commercial personnel on January 24 about a potential development (139 unit/2-bedroom apartment complex) in the vicinity of 69 Fitch Hill Road. Mapping was provided detailing the extent of municipal sewerage in that area and the WPCA engineer indicated that enough capacity existed for the residences. Water would be supplied by NPU.

CIP Projects

Manhole Repairs: It is anticipated that due to the project location (intersection of two state highways with traffic lights) and significant traffic control issues the work cost will exceed \$5,000. Roger Vaill provided a \$4,900 quote for repair of seven (7) manholes along Williams Road and Fellows Road to be completed in the spring.

SCADA/Motor Control Upgrades: The upgrades will begin in February as part of a 5-year effort to replace failing systems (in the pump stations) with new controls capable of remote monitoring capability. The enhanced system allows for easy remote monitoring thus reducing the off-shift man hours associated with pump station inspections. Soft-start equipment will be purchased in-house to save on costs.

Main Pump Replacement: The WPCF staff is aiming to replace two pumps (to include support concrete bases). The new Influent Pumps will allow for rags, etc. to flow through to be removed by the subsequent screening unit.

Cross Country Clearing: January 10 and 14 meetings with the WPCA Engineer (Barry Parfitt, Wright-Pierce) targeted a scope (for a subsequent RFP) and a potential timeline for clearing of a (priority) sewer main line easement area extending from Old Colchester Road to Fellows Road.

Diffuser Replacement: Due to the age of the air supply system, efforts will be made to replace the diffusers in SBR-4 (process tank). Environmental Dynamics International (EDI, Columbia, MO) has updated their previous proposal to conduct a turnkey operation. The diffuser units are designed to clamp directly into header pipe at predrilled outlet locations. The process tanks have begun to have problems associated with the existing (aged) oxygen delivery system with SBR-4 exhibiting the worst conditions.

Per his report, Superintendent Albertson explained to Commissioner Siragusa that injuries was reported under staffing since waste water personnel is the second industry prone for injuries. He also clarified questions concerning the outstanding bonds.

l. Report from the Mayor – *No report*

m. Report from Engineers

Superintendent Albertson referenced residential development inquiries outlined in his monthly report.

n. Executive Session to discuss the RFP for Emergency Work

Motion by Commissioner Siragusa; seconded by Commissioner Quinn to enter Executive Session at 6:14 p.m. to discuss the RFP for Emergency Work and invite in Superintendent Albertson. Discussion: none. Voice vote, 3-0, all in favor. Motion carried.

The Commission returned from Executive Session at 6:29 p.m. Chairman Rogers stated no votes were taken.

o. Old Business

1. RFP Update for Emergency Work. *(This item was removed from the Agenda and discussed in Executive Session.)*

p. New Business

1. Town of Montville WPCA hereby resolves to approve the purchase of a camera truck.

Motion – Discussion – Roll Call

SAR-NO. 2019-01 THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES to approve the purchase of a camera truck. Motion by Commissioner Siragusa; seconded by Commissioner Quinn. Discussion: Superintendent Albertson reported the WPCF currently has a push camera on a cord but the new device has a remote drive with computer accessibility to observe a pipe and record information on a thumb drive. He said federal law requires the inspection of 10% of lines per year and although not mandated in CT accountability is deemed. Superintendent Albertson reported there are 75 miles of sewers in the Town that equates to 7 ½ miles of line requiring inspection for breakages per year. He responded to questions by commissioners regarding available funds, a potable water contractor, and the cost for having a contractor inspect the lines. Motion by Commissioner Siragusa; seconded by Commissioner Quinn to amend the motion to approve the purchase of a camera trailer, not a camera truck. Discussion: none. Voice vote, 3-0, all in favor. Motion carried. Per the original motion, Roll Call vote: In favor, Commissioners Quinn, Siragusa, and Chairman Rogers. Opposed, none. Motion carried, 3-0.

2. Town of Montville WPCA hereby resolves to authorize the posting for the position of Maintainer at the plant.

Motion – Discussion – Roll Call

SAR-NO. 2019-02 THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES to authorize the posting for the position of Maintainer at the plant. Motion by Commissioner Siragusa; seconded by Commissioner Quinn. Discussion: Superintendent Albertson reported the maintainer is an open position and the lowest paid position (\$16 per/hour) with duties such as snowplowing, lawn maintenance, and painting. The maintainer would train and assist operators and be enticed to test for the operator exam that the crew feels would be advantageous. Commissioner Siragusa objected to the hiring until a plan was formed and also commented on the “mixing” of jobs by the staff. The Commission discussed two (2) staff receiving extra hours, the wage of a maintainer versus a water operator #1, staff pending retirement and the replacements for two (2) open positions. Roll Call vote: In favor, Commissioners Quinn, Siragusa, and Chairman Rogers. Opposed, none. Motion carried, 3-0.

q. Reports/referrals from Planning & Zoning m-- None

II. Water Commission

a. Report from Sub-Committees—*None*

Chairman Rogers asked that this Agenda item be stricken from the next agenda.

b. Report from Engineers

Superintendent Albertson stated a pressure relief valve installed at Jerome Road and passed inspection.

c. Old Business -- *None*

d. New Business

Superintendent Albertson reported that Consumer Confidence Report data has been transferred.

e. Remarks from the Public

Chairman Rogers asked three (3) times for remarks. There were none.

f. Remarks from Commission Members

Commissioner Siragusa stated he wanted funds put in CIP for new water lines, building up to \$200,000 per year over a 10-year period, to start thinking ahead for the future. Chairman Rogers said he will discuss the proposal with Town Council Chairman McNally. He also explained the absence of Commissioners Jinkerson and Longton.

g. Adjournment

Motion made by Commissioner Siragusa, seconded by Commissioner Quinn to adjourn the meeting at 6:58 p.m. Discussion, none. Voice Vote, 3-0, all in favor. Meeting adjourned.

Respectfully submitted by,

Gloria J. Gathers
Recording Secretary, Town of Montville

AN AUDIO RECORD OF THE MEETING IS AVAILABLE ON THE TOWN WEBSITE.