

**Town of Montville Water and Sewer Commission**  
**Regular Meeting Minutes**  
**April 1, 2019 – 6:00 p.m.**  
**Town Council Chambers – Montville Town Hall**

**1. Water and Sewer Commission**

**a. Call to Order**

Chairman Rogers 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 Shawn Jinkerson, Chuck Longton, Anthony Siragusa, and Chairman/Town Councilor Jeff Rogers. Commissioner was absent Brian Quinn. Also present was Mayor Ronald McDaniel, WPCA Superintendent Derek Albertson, and Accountant Maureen Benway. A quorum was present.

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

**e. 1.** To consider and act on a motion to approve the Regular Minutes of March 4, 2019. Motion by Commissioner Siragusa; seconded by Commissioner Longton to approve the Regular Meeting Minutes of March 4, 2019. Discussion: none. Voice vote, 4-0, all in favor. Motion carried.

2. To consider and act on a motion to approve the Special Meeting Minutes of March 12, 2019.

Motion by Commissioner Longton; seconded by Commissioner Siragusa to approve the Special Meeting Minutes of March 12, 2019. Discussion: none. Voice vote, 4-0, all in favor. Motion carried.

**f. Communications pertaining specifically to matters which concern the Commission *None***  
Mayor McDaniel reported that the consent order regarding TTHM concerns was formally released by the DPH. Chairman Rogers said it also represented a release from oversight by the DEEP.

**g. 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.

**h. Report from Operations/Administration Division**

WPCA Chief Plant Operator/Superintendent Albertson summarized the March 2019 Operations Report for the Commission that was submitted as follows:

### **Compliance/Process**

#### Wastewater Treatment

In February, the plant was in compliance with the State and Federal permit controls. Waste sludge was thickened to approximately 5% solids leading to fewer sludge (disposal) trucks this month as compared to March 2018. The annual USEPA *Biosolids eReporting* was completed on March 13. *Tier II* (petroleum/hazardous material storage) reporting was prepared and sent to the Fire Department. Spill planning (SPCC plan for petroleum/hazardous material) was updated with spill containment equipment placed near storage areas at the plant/pump stations. Quarterly and monthly stormwater inspections were completed per the plant's CTDEEP general permit.

The CTDEEP is initiating a review of the *Connecticut Water Quality Standards*. Public comment was provided prior to the deadline on March 5. The WQS changes relate to the potential lengthening of the plant's annual disinfection season (April through October). Production shut-down for Rand-Whitney (March 11 through 15) was managed effectively to avert potential process control issues, and to prevent interruption of the recycle (return) water.

A March 14 MDC Superintendents' meeting and a March 19 CTDEEP forum provided information about two new permits- 1) *General Permit for Discharges of Miscellaneous Sewer Compatible (MISC) Wastewater from Industrial Users*, and 2) *the General Permit for the Discharge of Wastewaters from Significant Industrial Users*.

A piece of plastic piping blocked a sewer main resulting in backups to basements at 14 and 22 Sachem Lane. WPCF staff responded within 30 minutes to control the surcharging, and to direct cleanup operations (by Service Master). The Town insurance company (HD Segur) was notified. The CTDEEP 2-hour and 5-day reporting were completed.

Laboratory Quality Assurance/Quality Control (QA/QC) protocol testing was initiated this month. The testing is part of the annual control (check) placed on the WPCF laboratory and must be completed by August of each year. Chlorine disinfection (and confirmatory biological testing) will begin in May. The waste associated with the biological testing is considered biohazardous and will be disposed of as "red bag" waste this season by Advowaste.

LuAnn Dinihanian (Eversource Energy) has requested site plans and easement definitions for the WPCF driveway. The information request is for the potential natural gas line development for a fuel cell/cogeneration (energy) installation.

#### Water Supply

In February, the water supply met required standards. The *Consumer Confidence Report (CCR)* is being prepared to be posted to the WPCA website in July 2019.

The CTDPH notified the Mayor of formal (successful) release of the consent agreement related to TTHMs in the Water Supply.

### **Finances**

Payroll: See attached submittal (balance sheets).

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

Account Balances: See attached submittal (balance sheets).

The FY 2020 *Wastewater Budget* and *Water Budget* have been approved. It is anticipated that the WPCA budget will be provided to the Town Council in their April 2019 meeting.

Projects associated with the existing (FY 2019) CIP are ongoing as discussed below. A draft copy of the FY 2020 CIP (executive summary) was also provided to the Commission. Technical memorandums and a more formalized CIP will be forthcoming detailing individual projects proposed for the coming year.

### **Staff**

No reports of employee injury this month.

CIRMA provided cyber security training on March 7. Woodard & Curran (Dave Krause) was then met onsite on March 11 to review security measures taken to prevent non-authorized entry into the plant and collections system SCADA software. Future staff training was discussed. The WPCF staff attended tick safety training in March. GreenCorp provided Emergency, Health and Safety training on March 22. Proposed training for the spring will include forklift driving.

A *Maintainer* position was advertised to fill a vacated post. One application was received (Michael Mateo) deemed adequately qualified for work. The new hire will begin work in April 2019. Maureen Benway's position and job description are being amended to reflect her current work at the WPCA.

Memberships to industry groups (i.e., WEF, NEWEA, CWPAA) were renewed. The various organizations provided operator/mechanic training seminars and other resources to the water and wastewater field staff.

The *University of New Haven* Engineering Department (graduate students) inquired about a site visit. In addition to the Sports Medicine and Medical Academy (Hartford, CT), additional public outreach was initiated to St. Bernard and Montville High Schools AP Environmental Science classes.

### **Inspections**

A fire department annual inspection occurred on March 11 with one minor concern identified (and consequently rectified).

Weston & Sampson, Inc. (engineers) were interviewed informally on March 11 to determine their ability to respond (if required) in the future for repair or maintenance of the water and wastewater systems.

Spot regulatory inspections (CTDEEP, Susan Unger) occurred on March 13 and 20. Staff responded to the inspection by ordering some additional supplies and changing the (quarterly) toxicity report.

A sewer pipe blockage caused domestic wastewater to enter basements at 14 and 22 Sachem Lane on March 21. WPCF initially pumped out the basements with *Service Master, Inc.* providing final cleaning. The proper CTDEEP notifications were made. The Town insurer (HD Segur) and an insurance adjuster were notified of the incident regarding property loss.

### **Equipment**

A RFP was developed for the conversion of the existing *Freightliner* truck to a septic pump truck. The RFP will be posted on the WPCA website. The existing 1994 pump truck has over one million miles of use. The truck recently passed its annual CTDOT inspection (conducted at Nutmeg International, Franklin, CT). DW Transport has offered \$10,000 for the unused truck tanker. The truck and the unused (aluminum, sludge) tank could be put up for sale (combined approximate value: \$20,000).

A new pump was installed in the Lathrop Road pump station on March 14 after a pump failure. A redundant (replacement) pump was purchased.

### **Projects**

Grit Chamber: Martinez Couch & Associates, LLC engineers were met onsite on March 28 to discuss their approved construction of a grit removal system. The project contract was signed by the previous WPCF Administrator. A project schedule is forthcoming.

FOG: Certain food establishments (Class III and IV) are inspected to determine compliance with the CTDEEP *General Permit for the Discharge of Wastewater Associated with Food Service Establishments*.

CMOM: A *Capacity, Management, Operation and Maintenance (CMOM)* document/program is being developed. The document is prepared for the management of the wastewater collection system. The CMOM program encourages the efficient use of materials and equipment to prevent potential untreated wastewater releases. The program development is collaborative with the CTDEEP with a kickoff slated for July of this year.

CUPSS: A *Check-Up Program for Small Systems* (CUPSS) document/program is being developed per USEPA guidelines. The document is prepared for the management of the public water supply system. The CUPSS program encourages the efficient use of materials and equipment to prevent potential water losses.

Rand Whitney: The Rand Whitney (effluent water) pipe lining was proposed for an area along Depot Road and then extending to the plant; however, due to proposed mill facility projects, this may be delayed.

Request for Proposal (RFP) for emergency services: The bid opening occurred on March 8 with B & W Paving & Landscaping LLC selected. The company exhibited significant experience in the repair of sewer and water lines and is licensed for the work proposed. B & W will be met (if approved for proposed work by the WPCA) to exchange necessary information (i.e., phone numbers, inventory) in preparation of emergency response.

Manhole Repairs: The manhole located at the intersection of two state highways (Routes 32 and 163) was repaired on March 13 by Prime Electric. R & B Vaill Sewer & Septic LLC was directed to repair seven (priority) manholes after April 1. Members of the WPCF staff met with Public Works about proposed 2019 paving operations (Fitch Hill Road, Black Ash Road, Liberty Road and Jerome Road). The intent was to determine if risers or other items are required to ensure manway operation.

Evaluation of the Existing Chlorination System/ Effluent Disinfection Upgrade: A March meeting with the contractor (Delray Contractors) and the WPCA engineer (Wright-Pierce) provided an update to the Chlorine Building/Chlorine Storage construction; the project will be completed in late June.

Recycle Water System(s) Upgrade: The project involves the installation of a smaller recycle pump installed in the chlorine contact chamber with a PLC and VFD controls. The lower recycle pumping rate will result in better disinfection (with less chlorine usage) and better control of the recycle water supply to Rand Whitney Containerboard. Additionally, initial calculations indicated an approximate \$30,000 savings in energy annually. Rand Whitney personnel were met on March 21 to discuss the project.

NPDES Permit Renewal: No permit renewal has been approved; however, a Notice of Sufficiency was received from the CTDEEP indicating that the permit renewal package has been formally accepted and is being reviewed. No significant changes to effluent control have been reported.

### **CIP Projects**

SCADA/Motor Control Upgrades: The upgrades began in February at the Derry Hill and Kitemaug Pump Stations 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: New Influent Pumps will be installed in March and April 2019. The pumps are considered “passable” for less clogging. After passing through the pump the rags will be removed by the subsequent screening unit. Energy and labor hours will be saved with the new pump arrangement.

Chief Plant Operator/Superintendent Albertson responded to questions of the Commission. He explained to Commissioner Longton the reason for the backups on Sachem Lane explaining that once the new camera arrives an aggressive view of the sewer lines will be done. Commissioner Siragusa asked about cross country clearing. Mayor McDaniel explained that low level offenders who formerly handled those jobs for the Town are being released from prison. He said they removed a lot of trees at the multi-purpose field at Camp Oakdale and did brush removal at the PD Impound Lot. Operator/Superintendent Albertson also responded to Commissioner Jinkerson about scoping of pipes stating the task is non-legislated in CT but said the optimum is to clean 10% of the lines and camera 70%. He said he is meeting with the State in July who will help him write a C-MOM (Capacity Management Operation & Maintenance) program for management of a waste water collection system and to document the same should the State step in. He also confirmed that the camera does have the ability to transmit location.

**i.**     Report from the Mayor

Mayor McDaniel presented information on Doosan Energy Service that provides an electric rate lock of 1.5 cents/kwh below current and future grid price, at no cost or risk, and the ability to guarantee up to \$40,000 in heat savings per year. The service involves the installation of fuel cell at the treatment plant that would be retrofitted/maintained every ten (10) years. He also spoke about the benefit of a hot water discharge to be used for fuel at the service garage. Mayor McDaniel said the towns of Naugatuck and Waterbury have signed on. He mentioned an easement issue that he said is being reviewed by the Town Engineer. He also responded to Chairman Rogers that service did not need vetting by Planning & Zoning.

Motion by Commissioner Longton; seconded by Commissioner Siragusa to authorize Mayor McDaniel to proceed with Doosan fuel cell installation for cost saving energy. Discussion, none. Voice Vote, 4-0, all in favor. Motion carried.

**j.**     Report from Engineers

Superintendent Albertson reported on the grit chamber, a DEEP spot inspection on March 13<sup>th</sup> and 20<sup>th</sup>, the C-MOM program, CUPSS for the water system whereby the EPA wants a system in place in case a water system fails. These items are addressed in his monthly report.

**k.**     Executive Session

To Consider and Act on a Motion to enter into executive session for status update of the personnel matter.

Motion by Commissioner Siragusa; seconded by Commissioner Longton to enter Executive Session at 6:27 p.m. for status update of personnel matter. Discussion, none. Voice Vote, 4-0, all in favor. Motion carried.

*The Commission returned from Executive Session at 6:45 p.m. Chairman Rogers said that no votes were taken.*

**i.**        Old Business. -- *None*

**m.**        New Business

1. To Consider and Act on a Motion to award the WPCA On-Call Emergency Water and Sewer Piping Repair Services and to authorize the Superintendent Derek Albertson to sign the contract.

Motion – Discussion – Roll Call

**SAR-NO. 2019-06 THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES** award the WPCA On-Call Emergency Water and Sewer Piping Repair Services and to authorize the Superintendent Derek Albertson to sign the contract. Motion by Commissioner Siragusa; seconded by Commissioner Longton. Discussion: Chairman Rogers asked if everyone had read the proposal. Roll Call vote: In favor, Commissioners Jinkerson, Longton, Siragusa, and Chairman Rogers. Opposed, none. Motion carried, 4-0.

2. To Consider and Act on a Motion to authorize Superintendent Derek Albertson to request proposals for Aluminum Septic Tank.

Motion – Discussion – Roll Call

**SAR-NO. 2019-07 THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES** to authorize Superintendent Derek Albertson to request proposals for Aluminum Septic Tank. Motion by Commissioner Siragusa; seconded by Commissioner Longton. Discussion: Chairman Rogers said the current truck has 1 million+ miles but said there was a brand new truck purchased by a prior administration with the aim to invest in a new one by converting a tractor. Per questions by Commissioner Siragusa, the initial cost of a new truck would be \$65,000 and the RFP could cover everything. Superintendent Albertson said another message from the State is to have a clean inspection system and must have a class B tanker. Roll Call vote: In favor, Commissioners Jinkerson, Longton, Siragusa, and Chairman Rogers. Opposed, none. Motion carried, 4-0.

3. THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES to retain the accounting and advisory firm of PKF O'Connor Davies for the Montville WPCA for the purpose of conducting an audit on WPCA Procedures on Expenditures.

**SAR-NO. 2019-08 THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES** to retain the accounting and advisory firm of PKF O'Connor Davies for the Montville WPCA for the purpose of conducting an audit on WPCA Procedures on Expenditures. Motion by Commissioner Longton; seconded by Commissioner Siragusa. Discussion: none. Roll Call vote: In favor, Commissioners Jinkerson, Longton, Siragusa, and Chairman Rogers. Opposed, none. Motion carried, 4-0.

- n. Reports/referrals from Planning & Zoning -- *None*

## II. Water Commission

- a. Report from Engineers

Superintendent Albertson stated he no report from engineers but praised water operators Kevin Lily and John Loiler for their response to the TTHM concerns and said their monitoring allowed the State to stet away from the matter.

- b. Old Business -- *None*

- c. New Business -- *None*

- d. Remarks from the Public

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

- e. Remarks from Commission Members

Commissioner Siragusa remarked that a 10-year plan for water expansion which he spoke about three (3) months ago should be prepared. Chairman Rogers gave congratulations for the \$24,000 savings from sludge removal and asked that the praise be passed on. He also said the new maintainer would be able to assist operators and asked that other ways be pursued to produce savings.

- f. Adjournment

Motion made by Commissioner Siragusa, seconded by Commissioner Longton to adjourn the meeting at 6:55 p.m. Discussion, none. Voice Vote, 4-0, 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.**