

**Town of Montville Water and Sewer Commission
Regular Meeting Minutes – July 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 6:01 p.m.

b. Pledge of Allegiance

All stood and pledged the flag.

c. Roll Call

Present were Commissioners Brian Quinn, Anthony Siragusa, and Chairman/Town Councilor Jeff Rogers. Commissioners Shawn Jinkerson and Chuck Longton were absent. Also present were Mayor Ronald McDaniel and WPCA Chief Operator/Superintendent Derek Albertson. A quorum was present.

d. Alterations to the Agenda

Motion by Commissioner Siragusa; seconded by Commissioner Quinn to remove Item I.k.1, *Executive Session*, from the Agenda. Discussion: none. Voice vote, 3-0, all in favor. Motion carried.

e. To consider and act on a motion to approve the Regular Meeting Minutes of June 3, 2019.

Motion by Commissioner Siragusa; seconded by Commissioner Quinn to approve the Regular Meeting Minutes of June 3, 2019. Discussion: The minutes will be amended to show that Commissioner Quinn was absent from the meeting. Voice vote, 3-0, all in favor. Motion carried.

f. Communications pertaining specifically to matters which concern the Commission

Chief Operator/Superintendent Derek Albertson reported on written communication on damage from a sewer backup to a residential basement at 22 Sachem Lane, Uncasville in March 2019 and the eventual clean-up and payment for a new hot water heater. A list of additional damaged property submitted by the residents, payments already made by CIRMA, and a final payment calculation by CIRMA based on 100% value were discussed.

Motion by Commissioner Siragusa; seconded by Commissioner Quinn to approve a final payment of \$716.06 concerning additional damaged items from the March 2019 sewer backup at 22 Sachem Lane, Uncasville in the amount of \$716.06. Discussion: Commissioner Siragusa asked how much water was in the basement (2-3 inches) stating it should not have affected the water heater if it was on blocks. Mayor McDaniel requested a release concerning the payment stating it could be done at the Town Hall. Roll Call vote: *In favor*, Commissioners Quinn, Siragusa, and Chairman Rogers. *Opposed*, none. Motion carried, 3-0.

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 submitted an Operations Report for June 2019 as follows:

1.0 Compliance/Process

1.1 Wastewater Treatment

Overall, wastewater treatment improved in June 2019- no effluent quality parameters were exceeded to date. Waste sludge was thickened to approximately 4.5% solids. The polymer (sludge dewatering agent) supplier was onsite in June to conduct polymer testing (jar testing).

Approximately 61 lbs/day of Total Nitrogen were discharged in the treated effluent which is well below the limit of 118 lbs/day.

A sewer line blockage occurred on June 12 along Brewer Street resulting in a surcharge with some wastewater discharged to the ground surface. The line was jetted/flushed to clear the blockage and then CCTV inspected- no basement flooding was reported. The appropriate local and state spill notifications were made. No CTDEEP follow up was received.

1.2 Water Supply

The water supply met required standards with the *Consumer Confidence Report (CCR)* now posted to the WPCA website. Line flushing will begin July 8, and the notification was made on both the Town and WPCA websites. A June 19 CTDPH correspondence was received about cross-connection inspections. An appropriate timely response was made to remedy a record keeping correction.

2.0 Staff

2.1 Staff

No reports of employee injury this month. Confined Space Training was completed on June 11- a follow up CT OSHA inspection will be completed in July. Bruce Kelly and Scott Farrington passed their *Collections Operator Grade II* exams for certification. Gerry Miner passed the *Laboratory Analyst* exam for certification. Mike Mateo (Maintainer) will complete CDL (B) training/testing in July. H.D. Segur road flagger training will be provided to the staff on July 23- free of charge. Marcel Antonini and Bruce Kelly will receive spill notification training on July 23.

3.0 Equipment

3.1 Service Vehicles

The rubber packing for the water pump on the jetting truck was replaced due to failure. The Bid Opening for the new pump truck work was on May 29 with delivery expected in August. A contract was made for the sale of the existing (unused) truck water tank with Service Station Equipment, Inc. (Uncasville, CT).

4.0 Projects

4.1 Grit Chamber

MCA personnel provided the final plan for the proposed grit removal unit with contractor bidding to begin in September. Final plans were received on June 21 and a confirmatory inspection was completed on June 27.

4.2 CMOM

A draft *Capacity, Management, Operation and Maintenance (CMOM)* document will be evaluated during a CTDEEP July inspection of the collection system. The sewer inspection (CCTV) equipment trailer has been put to use with over a half of a mile of inspection completed. R & B Vaill Sewer & Septic LLC repaired five manholes and will continue with work during the summer.

4.3 Chlorine Building Construction/Chlorination System

The project will be completed in late August 2019. The chlorine tanks were gel-, thickness-, impact-, and hydrostatic-tested prior to installation.

4.4 Emergency Power

A rebuilt generator was placed at the DeMato I Pump Station for emergency power. New generators will be placed at the Holly Hill and Pheasant Run stations on July 15.

5.0 CIP Projects

The FY 2019 Capital Improvement Plan included manhole repairs, main pump replacement, SCADA/Motor Control upgrades at two pump stations, and the planning for a long sewer line easement. Several projects were not completed, including the purchase of new (influent/effluent) composite samplers and the purchase of a new crane truck. Additionally, upgrades to the Pheasant Run pump station were not completed.

5.1 Main Pump Replacement

An Influent Pump (new style, passable) was put online on June 19. A second pump installation is scheduled for August 8. An existing (old style, non-passable) pump will be placed in the standby position on July 15.

5.2 Cross Country Clearing

The initial findings indicate that the sewer line is outside of the easement in some areas- a second opinion will be made about this finding. Additionally, the majority of the area is wetlands from Colchester Road to Fellows Road. The area was re-inspected on June 18- no evidence of surcharging was noted.

The FY 2020 projects include the upgrade to the Pheasant Run PS, pumping improvements to an existing truck, SCADA/Motor Control upgrades at two pump stations, a return (process) sludge pump rate meter, clearing of a large easement, new SCADA-observation workstations (computer HMIs for the operators), a new generator for the Holly Hill PS and the (air) diffuser equipment replacements for SBR-4 (work previously cited in an earlier CIP).

The Superintendent completed a draft CIP Plan for needs in the next four years.

Commissioner Siragusa commented on the \$30,000 cut from the 2019-2020 water budget and questioned the need for summer help given the overtime of office staff. He asked for justification of the request for summer help and clarification on office staff duties.

i. Report from the Mayor

1. Update Commission on fuel cell project.

Mayor McDaniel reported he is waiting for the gas supply contract for the fuel cell project regarding insurance requirements.

j. Report from Engineers

Chief Operator/Superintendent Albertson reported on Sections 4.0, Projects and 5.0 CIP Projects of his June monthly report. Commissioner Siragusa asked if he had spoken with Planning & Zoning regarding the sewer line concern that was outside of an easement. D. Albertson said he spoke with engineers concerning the legal descriptions of the easement as well as Attorney Heller. He said the easement on the new survey is offset by parallel lines that he described as an A2 survey unlike the 1972 survey that is a type D survey of lower rank. He said his concern was the 1972 survey may have used property lines that may have been indicative of an inaccuracy that might require a third survey for clarification. Commissioner Siragusa questioned the need for another survey to which Superintendent Albertson spoke about the liability factor if the sewer and easement did not coincide stating it would require permission to go on properties for official purposes. Superintendent Albertson asked Commissioner Siragusa for his help concerning the issue.

k. Executive Session -- *This item was removed from the Agenda.*

1. To Consider and Act on a Motion to enter into Executive Session for the purpose of providing the status update on a Personnel Matter and WPCA Audit.

l. Old Business -- *None*

m. New Business

1. **THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES** to approve the purchase of a replacement pump (Selzer/ABS Model XFP, wet submersible with 16.8 HP motor) for the Derry Hill Pump Station from a sole-source vendor for \$7,100.00.

Motion – Discussion – Roll Call

SAR-NO. 2019-14 THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES to approve the purchase of a replacement pump (Selzer/ABS Model XFP, wet submersible with 16.8 HP motor) for the Derry Hill Pump Station from a sole-source vendor for \$7,100.00. Motion by Commissioner Siragusa; seconded by Commissioner Quinn. Discussion: At the request of Chairman Rogers, Superintendent Albertson explained the pump was installed in 1974 and the replacement had a life expectancy of 15 years. Roll Call vote: *In favor*, Commissioners Quinn, Siragusa, and Chairman Rogers. *Opposed*, none. Motion carried, 3-0.

2. **THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES** to approve the opening of the *Collection System Operator II* position – Bruce Kelly will be moved from the *Wastewater Treatment Operator* position.
Motion – Discussion – Roll Call

SAR-NO. 2019-15 THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES to approve the opening of the *Collection System Operator II* position – Bruce Kelly will be moved from the *Wastewater Treatment Operator* position. Motion by Commissioner Quinn; seconded by Commissioner Siragusa. Discussion: Superintendent Albertson explained that B. Kelly passed the collections exam with the second highest score and with his classification will be representative to legislative CMOM (Capacity Management, Operation and Maintenance) by use of the camera/jet truck and reduce surcharges. Chairman Rogers spoke about staffing for all operational purposes and discussed a schematic or staffing chart for plant needs. Superintendent Albertson agreed to the same stating the union contract did not address minimum or maximum staffing. He also reported that there had been zero jetting or use of camera in the past five (5) years with one (1) Class 4 and one (1) Class 3 operators per shift. He noted the State would be at the facility on July 24-25 and he had been scrambling to get documents prepared for the same. Commissioner Quinn commented that with camera use staff needed should have been known. Superintendent Albertson said per year 10% of lines must be viewed by camera and 20% of them jetted and commented that Branford and West Haven were fined \$100,000 for violations which the Town was noticed about in 2009. Motion by Commissioner Siragusa; seconded by Commission Quinn to table the motion. Voice vote: 3-0, all in favor. Motion carried.

3. **THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES** to approve the opening of a temporary *Summer Intern* position – Kaustubh Bhasme, an Environmental Engineering graduate student at the University of Hartford (with a Civil Engineer degree) has applied to work at the WPCF.
Motion – Discussion – Roll Call

SAR-NO. 2019-15 THE TOWN OF MONTVILLE WATER AND SEWER COMMISSION HEREBY RESOLVES to approve the opening of a temporary *Summer Intern* position – Kaustubh Bhasme, an Environmental Engineering graduate student at the University of Hartford (with a Civil Engineer degree) has applied to work at the WPCF. Motion by Commissioner Quinn; seconded by Commissioner Siragusa. Discussion: Superintendent Albertson reported the intern was looking to work two (2) hours a week and confirmed to Commissioner Siragusa that summer help was approved in the past. Chairman Rogers commented the intern would provide “the latest and greatest on a temporary basis.” Superintendent Albertson said the intern would be paid \$15/hour and that the WPCA was saving money by his writing of specialized documents. Roll Call vote: *In favor*, Commissioners Quinn, Siragusa, and Chairman Rogers. *Opposed*, none. Motion carried, 3-0.

n. Reports/referrals from Planning & Zoning

Commissioner Siragusa reported that information on construction of data centers would be coming to Superintendent Albertson soon (he said he had received none as of yet.)

o. Payment of Bills

Superintendent said he had no issues to report but mentioned some shutoff tags on the water side that have been addressed.

II. Water Commission

a. Report from Engineers

Chief Operator/Superintendent Albertson reported there was preliminary discussion about repainting the water tower in a couple of years.

b. Old Business

1. Water expansion for the Town of Montville.

Superintendent Albertson there was nothing new to report but mentioned a concern about poor water in a SCWA area and thanked Kevin Loiler and Bruce Kelly for good public relations. Chairman Rogers asked Superintendent Albertson to have a discussion with Town Planner Vlaun regarding water expansion.

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 Quinn asked whether there was a vote to go forward per discussion held in Executive Discussion at last month's meeting regarding a personnel matter and WPCA Audit. Chairman Rogers said no decision was made but explained when he became chairman in March 2019 he asked for an audit and that it be brought forward in executive session. He said the audit revealed a suspicion of inappropriateness which he took to the Major Crime Squad for investigation to protect the Commission and Superintendent Albertson when revealed. Commissioner Quinn stated there should have been more transparency and the issue should not have moved forward without a vote of the Commission. Chairman Rogers spoke of a potential criminal as discussed in last month's executive session and said a vote was not required when a crime is committed against a municipality. Commissioner Siragusa stated the problem should have been made clear to the Commission as restructuring was held up due to the audit. Commissioner Quinn then asked who approved the press release which he alluded to as "going rogue" and taking away from what the Commission is trying to do and referenced something that occurred at the Town Council meeting. Chairman Rogers stated he would keep everyone abreast in the future and stated inappropriate purchases were discussed at the June 3rd Commission meeting and given to the press. He also responded to Commissioner Siragusa that the complaint was given to the State Police today and the Audit Report cannot be released as it is evidence. Commissioner Quinn said since the audit did not exceed \$10,000 that the issue did not need to go that far.

f. Adjournment

Motion made by Commissioner Siragusa, seconded by Commissioner Quinn to adjourn the meeting at 7:01 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.