

**TOWN OF WOODSTOCK**  
**WATER POLLUTION CONTROL AUTHORITY**  
**Special Meeting Minutes**  
**ROOM A**

**Tuesday, June 13, 2023 at 6:30 P.M.**

**PRESENT:** Roger Gale, Tim Rainville, Stewart Morse, John Cimochoowski, Paul Gohn

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** David Prickett, P.E. of DPC Engineering, LLC & LEEANNE LACHAPPELLE, WPCA Executive Assistant

**SUBJECT: Meeting with DPC Engineering, LLC to Review Discuss Bid and Contract for Town's Sewer System**

- 1. Call to Order:** Gale called the meeting to order at 6:41 pm.
- 2. Meet with DPC Engineering and discuss RFQ bid and contract:** Gale asked Prickett to address some questions regarding the RFQ. General discussion ensued including:
  - a. Prickett stated that he will send a revised ARPA RFQ that includes the Town Attorney's prior input.
  - b. Gale noted that one section of the CCTV was completed prior to this bid. Prickett stated that that service amount would be deducted from the CCTV fee charged in the current RFQ. Prickett said this would be noted in the revised RFQ in 2a.
  - c. Clarification on need for Level 1 and 2 inspections: Prickett stated that Level 1 is quick and gathers data necessary to move forward while the more tedious Level 2 inspection (which includes 3D photos/GIS mapping etc.) is also being done. Doing both at the same time is most efficient use of time.
  - d. Would it be helpful to have Putnam WPCA trucks available during the project to help as needed? Prickett agreed. Rainville to contact Putnam WPCA Michael Didato to discuss.
  - e. Time frame to complete project: Prickett stated he would like to start soon since weather is favorable and would take between 2 and 6 months to complete. Also any blockages found should be addressed as immediately as possible to keep project going forward.

- f. Gale inquired if DPC Engineering, LLC is on retainer with any other towns. Prickett explained that some towns use their services annually for evaluation and maintenance to help keep flows optimal.
- g. Is the GIS mapping done during this project different from what is already in place on the Town of Woodstock website? Prickett explained that DPC's mapping would be more specific and would identify manholes and other important locations/coordinates. It will be 100% compatible. A lateral point can also be added to the GIS map to indicate breakoffs from the mainline where houses are connected.
- h. Gale/WPCA to bring the revised documents from DPC, as noted above in 1a and 1b, to Board of Selectman as well as Town Attorney for further evaluation.
- i. Prickett noted that DPC will bill WPCA monthly. If there are any questions about the bills and/or work completed, he encouraged to contact him at that time to discuss.
- j. Would DPC offer suggestions/information on funding for future improvements as indicated based on project findings? Prickett agreed that he would assist the WPCA in scoring and prioritizing all findings including how to manage manholes. He will then discuss possible funding options available to remedy, such as DEEP 20yr note/2% interest loan, USDA funding, or potential infrastructure bill to name a few.
- k. Some discussion about smoke testing as well as how to monitor flows using devices such as Neponset Manta Ray or Hawk Doppler flow meters.

Gale thanked Cimochoowski and the Board for all of their contributions to the Town's sewer system project.

Gale thanked Prickett for coming to meet with the Board tonight and addressing questions/offering clarifications about the project.

The Board agreed that the updated documents as discussed will be sent by DPC Engineering, LLC soon after tonight's meeting then would be shared with First Selectman as well as reviewed by Town Attorney. Afterwards, WPCA will inform DPC Engineering, LLC so that the project may commence.

**3. Adjournment:** Morse **motioned to adjourn** the meeting at 7:43pm. Gohn **seconded. All in favor.**

**Respectfully submitted by Leanne Lachapelle, WPCA Executive Assistant.**  
**DISCLAIMER: These minutes have not been approved by the WPCA. Please refer to next month's minutes for approval/amendments. WPCA Regular Meeting-July 25, 2023.**

