

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

Tuesday, August 22, 2023 at 7:00 P.M.

PRESENT: Roger Gale, Tim Rainville, Paul Gohn

MEMBERS ABSENT: Stewart Morse, John Cimochoowski

OTHERS PRESENT: Leeanne Lachapelle, WPCA Executive Assistant

1. Call to Order: Gale called the meeting to order at 7:25 PM.

2. Approval of Minutes

A. Discussion with EDS Mechanical Inc: Met with Brad Martel/EDS immediately prior to meeting d/t lack of access to Town Hall meeting room. Discussion ensued regarding future assistance with pump/plumbing repair/maintenance needs of WPCA. EDS agreeable to establishing working relationship with the Authority. Rainville **motioned** to use EDS for future WPCA plumbing needs. **Seconded** by Gohn. **All in favor. Motion passed.**

B. July 25, 2023 Meeting Minutes: Gohn **motioned** to approve the minutes as presented. Rainville **seconded. All in favor. Motion passed.**

3. Citizens'/Chair's/Executive Assistant's Comments: Lachapelle thanked Gale for his service as Chairman of the WPCA and for his current management and support of the ARPA-funded DPC sewer assessment project.

*Lachapelle continues to update Conex Inventory List

***Follow up:** Lachapelle to bring follow up lien information from Tax Collector to next meeting and invite local excavation company to discuss possible future business relationship with WPCA.

4. New Business

A. Pump Station Maintenance:

1. Rainville inquired from outside source about clearing out solids from Fairground wet well. Advised to contact McVac Environmental Service. Lachapelle to follow up. Also, Gale suggested using degreaser additive to help break solids up/dissolve.

2. Rainville discussed doppler option vs. channel system with Neponset Control Inc. for meeting WPCA needs. It was advised by Neponset that Manta Ray would be optimal choice for WPCA needs as well as ease of use. Rainville suggested that the WPCA move forward with purchase. Gale suggested that Rainville get itemized quote from Neponset and bring it to next meeting for vote. Rainville to follow up.

B. Service Calls

1. Holmeslea Ct. pump clogged by household item. Deep Six and Earthworks called and resolved problem. Homeowner to be billed since preventable issue.

C. Update WPCA Monthly Action Item Calendar: Follow up at September meeting

D. Review of Emergency Plan in WPCA Policies and Procedures Manual: Follow up at September meeting. Gale noted that there is a company that rents out generators and will share information at next meeting.

E. Discuss new fuel charge: Gale stated the Town Highway Department is adding WPCA to their metered fuel account and will charge us their rate. WPCA will no longer need an outside company to supply fuel. Also of note is that Town Highway Department has taken over mowing grass at fairgrounds pump station for \$30/mow.

F. Audit of Wet Wells: Gohn inquired about status of annual wet well audit. Discussion ensued. Lachapelle to contact Bruce Williams regarding ability to continue to perform annual audit vs reach out to EDS Mechanical Inc. for provision of this service.

5. Old Business

A. Repair Services: Six floats purchased from Granite Group and placed in Conex.

B. Fairgrounds meter report: Discussion ensued. Gale to read fairground meter prior to fair and soon afterwards and report back at next meeting.

C. Update ARPA-funded DPC Project: Permit process completed. Ongoing assessment per project plan over the last few weeks with Gale in close contact with DPC both on site and remotely. Gale shared and discussed map with numbered manholes as well as updating Authority of project's current status.

6. System Maintenance Update

A. Grinder Pump Repairs/Main Line Maintenance: Gale reports that 3 pumps are available. An extra pump for the pump station is located in pump station.

7. Flow Report

A. Weekly Meter Readings of Main Line Wastewater Flow to Putnam: Monthly Flows To Putnam/Rainfall spreadsheet provided and discussed.

B. Rainfall Data: Information shared and discussed.

8. Financial Update

A. Payment of Bills: Gohn **motioned** to pay bills as presented. Rainville **seconded. All in favor. Motion passed.**

Bills for Approval August,22 2023

<u>VENDOR</u>	<u>Line Item</u>	<u>Charge</u>
Frontier Acct.# 860-928-3192-111198-5 8/5/23	500.00.225.00 Lift Station Telephone Period 8/5-9/4/23	\$73.28
Woodstock Landfill Solar System/Guilford Svgs Bank Invoice#83 8/2/23	500.00.224.00 Period 7/1-7/31/23 Electricity at Pump Station	\$160.75
Eversource Acct#51942724014 7/31/23	500.00.224.00 Electricity at Pump Station Service 6/28-7/31/23	None due
Town Of Woodstock DPW 8/2/23 Treasurer	500.00.289.00 Lift Station Maintenance/ Mowing 6/23 & 7/27/23	\$60.00
The Granite Group c/o Leeanne Lachapelle 7/28/23	500.00.189.00 Grinder Pump Supplies 6 floats	\$424.40
Earthworks Construction & Septic LLC 8/7/23 Inv#2722	500.00.218.00 Grinder Pump Repair/Pumping Residential pump/service call 8/7/23	\$265.00
Deep 6 Plumbing & Heating, LLC 8/7/23 Inv#16168C	500.00.218.00 Grinder Pump Repair/Pumping Residential service call 8/7/23	\$270.00
<hr/> TOTAL		\$1253.43

B. Treasure's report: Gale discussed information as presented. Discussion arose regarding Frontier phone cost at pump house. No internet currently available there. The Authority agreed that WPCA will hold off on making any changes until DPC Engineering, LLC submits recommendations upon completion of current sewer assessment project.

9. Correspondence: None

10. Review of Member Follow Up Activities for Next Meeting:

Gale:

*Follow up with Putnam WPCA and Pomfret First Selectman regarding sewer system questions.

*Check fuel level at pump station monthly and report to Lachapelle if fill is needed.

*Review Emergency Plan in WPCA Policies and Procedures manual in preparation for discussion at next meeting.

*Discuss with Putnam WPCA re: determination of the life expectancy/service hours of the pumps at the pump station

- *Check with Town regarding WPCA selling of any unneeded equipment in Conex.
- *Gale to read fairground meter prior to fair and soon afterwards and report back at next meeting.

Rainville:

- *Review Emergency Plan in WPCA Policies and Procedures manual in preparation for discussion at next meeting.
- *Get itemized requote from Neponset and bring to next meeting for vote

Morse:

- *Check fuel level at pump station monthly and report to Lachapelle if fill is needed.
- *Review Emergency Plan in WPCA Policies and Procedures manual in preparation for discussion at next meeting.

Cimochowski:

- *Discuss WPCA finances and town's STIF fund with Woodstock Director of Finance and report back.
- *Review Emergency Plan in WPCA Policies and Procedures manual in preparation for discussion at next meeting.

Lachapelle:

- * Provide update on liens.
- * Contact local excavator companies to discuss possible future work with WPCA.
- * Contact McVac Environmental Service.
- * Contact Bruce Williams to continue to do annual wet well audit or reach out to EDS Mechanical Inc. for provision of this service.

11. Adjournment: Motion made by Gohn to adjourn at 8:48pm. Rainville **seconded. All in favor.**

Respectfully submitted by Leeanne 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-August 22, 2023.

