

**TOWN OF WOODSTOCK
WATER POLLUTION CONTROL AUTHORITY
REGULAR MEETING
ROOM A
TUESDAY OCTOBER 24, 2023 AT 7PM**

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

MEMBERS ABSENT: None

OTHERS: Leeanne Lachapelle Executive Assistant, Emily Smock, Riley Dupont

1.Call to Order: Cimochoowski called the meeting to order at 7:02PM

2.Approval of Minutes:

A. September 26, 2023 meeting minutes: Gale **motioned** to approve the minutes as presented. Rainville **seconded**. **Gohn noted to change 5B2 "home owner" to "home owners" and under 6D "prior quote" to read "prior Manta Ray quote" for clarity.** Discussion ensued. Gale **motioned to approve minutes with amendments. Rainville seconded. All in favor. Motion with amendments carried.**

3. Citizens'/Chair's/Executive Assistant's Comments: Chair Cimochoowski welcomed the 2 Woodstock Academy students to the meeting and provided brief overview of the WPCA and its service to the town.

4. New Business:

A. Pump Station Maintenance:

1. Morse reported that the fuel tank is $\frac{3}{4}$ full and that the pumps have been averaging 50 hours of pump time in the last 30 days.

2. Inoperable pump station dehumidifier has been removed and a new one has been installed as overseen by Rainville.

B. Service Calls:

1. Recent wet well audit by Bruce Williams revealed the need for service at 296 Route 171. Only one pump of the duplex system was functioning. Deep 6 was called to evaluate. It was determined that the inoperable pump needs to be removed for closer assessment. Deep 6 arranged for E.D.S. Mechanical Inc. to assist with this and will keep the WPCA updated with their findings. Discussion ensued. If needed, Donny D. could be called in to assist with the pump removal. Morse offered to bring the inoperable pump at this site as well as the one in the Conex to Piela Electric for servicing if needed.

2. Lachapelle was asked to restock Conex inventory of wet well vents.

3. Lachapelle was asked to provide updated list of wet wells that the WPCA is no longer responsible for since instituting the 2015 WPCA amendment re: change of property ownership.

C. Updated WPCA Monthly Action Item calendar: Cimochoowski suggested adding "inquire about future paving schedules with CT DOT annually" to the calendar.

Discussion ensued. This would help ensure that WPCA would be in attendance at preconstruction meetings in the future to avoid paved over manholes. Lachapelle to add this task to the month of February.

D. Review of the emergency plan in WPCA Policies and Procedure manual:

Tabled until next meeting. Gale to inquire about the emergency plans in place in Colchester and Pomfret and report back.

E. Gale motioned to add WPCA 2024/2025 meeting dates calendar approval to agenda. Calendar/dates presented. Morse **motioned** to accept calendar/dates as presented after discussion noting June meeting date to be June 11, 2024. Gale **seconded. All in favor. Motion carried.**

5. Old Business

A. Repair Services: No calls reported. WPCA reviewed Donny D Excavating's fee schedule. Discussion ensued. Cimochoowski asked Lachapelle to contact them for some clarifications of this schedule and report back at next meeting.

B. Fairgrounds meter report: Rainville reported that the fairgrounds' meter is still not working and they have ordered a replacement part. Once the part is received and installed, Rainville will be contacted to discuss recalibration. Discussion ensued. Rainville will update the Authority at next meeting.

C. Neponset quote: Rainville shared updated Neponset Manta Ray quote. Discussion ensued. It was agreed that the purchase of the Manta Ray to be tabled until the ARPA-funded/DPC sewer system analysis is completed and then reviewed by the WPCA.

D. Updated ARPA-funded/DPC Project:

1. Gale reported that field work by DPC appears to be completed as of now. WPCA should be receiving the finished report once DPC's analysis of the information is finalized.

2. Two blockages containing tree roots and one concerning accumulation of grease noted near Academy round building and Woodstock Middle School were addressed. Gale arranged for Rooter-Man to clear root obstructions. Cimochoowski asked John Navarro from Town Garage and First Selectman to have the offending trees attached to these root systems removed. Gale to follow up with NDDH and ask if they keep school records regarding grease traps and their cleaning/maintenance schedules.

3. The ARPA funds did not cover constable fees necessary for the ARPA-funded DPC project. Cimochoowski encouraged that the WPCA provide clearer requests with future endeavors.

4. Note: A sink hole found near Conex during DPC field work remedied by Town Garage.

5. Cimochoowski asked Lachapelle to get brief update from DPC as well as list of any red flag issues that WPCA can begin addressing.

6. Morse reminded the Authority that sewer lines run beneath Butts Bridge. It is thought that Butts Bridge is being considered for renovation in the near future. He suggested close monitoring of the situation by the WPCA since the sewer lines may run the risk of being impacted.

6. System Maintenance Update:

A. Grinder Pump Repairs/Mainline maintenance:

Rainville noted his concern about the accumulation of solids in the pump station wet well. McVac information was shared and discussed at the September meeting. Discussion ensued regarding the importance of removing the solids and the concern about their potential negative impact downstream in the future. It was agreed that the DPC final report should address this and help determine the appropriate action needed. Cimochofski noted that this issue did not seem of imminent concern. He stated that the topic should be revisited after the consultation from DPC has been received and reviewed.

7. Flow report:

A. Weekly Meter Readings of Main Line Wastewater Flow to Putnam:

Information shared and discussed.

B. Rainfall data: Information shared and discussed.

8. Financial Update:

A. Payment of Bills: The revised bill from Parent Sanitation/Wind River has not been received as of yet. Lachapelle to continue to follow up with PS/WR. Gale **motioned** to pay bills as presented with omission of the Parent Sanitation/Wind River. Discussion ensued. Rainville **seconded. All in favor. Motion carried.**

Bills for Approval October 24, 2023

<u>VENDOR</u>	<u>Line Item</u>	<u>Charge</u>
Frontier	500.00.225.00	\$77.10
Acct.# 860-928-3192-111198-5 Lift Station Telephone		
10/5/23 Period 10/5-11/4/23		
Woodstock Landfill Solar	500.00.224.00	\$124.48
System/Guilford Svgs Bank Period 9/1-9/30/23		
Invoice#83 Electricity at Pump Station		
10/2/23		
Eversource	500.00.224.00	None due
Acct#51942724014 Electricity at Pump Station		
9/28/23 Service 8/29-9/28/23		
Constables for DPC project	505.00.205.00	\$140.10
9/13/23 6 hrs constable		
Rooter-Man of Eastern CT	500.00.310.00	\$600.00
10/2/23 Mainline repairs		
South Academy campus area		
Parent Sanitation/Wind River	500.00.286.00	*\$236.69
*payment pending addended bill for service rendered		
Bousquet's Appliance	500.00.940.00	\$350.00
c/o Tim Rainville mainline supplies		
10/11/23 replace dehumidifier		
Town of Putnam/ WPCA	500.00.190.00	\$35,331.92
10/11/23 Waste Water Treatment		
Acct#191900 Jul/Aug/Sept 2023		
TOTAL		\$36,623.60

B. Treasurer's report: Gale stated that he would put together a treasurer's report for next meeting. Cimochoowski shared that the transfer of \$100,000 from the WPCA operating fund into the STIF account was completed by Director of Finance, Karen Fitzpatrick.

9. Correspondence:

*Cimochoowski presented a letter from FEMA asking for WPCA feedback regarding their current updating of the Flood Insurance Rate map (FIRM) database for Windham County. Discussion ensued and Authority was invited by Cimochoowski to respond to email with any input as needed.

*Gale presented a letter from Anna Shugrue from NECCOG inquiring about WPCA interest in a future public meeting that would discuss region's public sewer and water capacity infrastructure and economic strategy. More information will be provided as it becomes available.

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

Rainville:

*Follow up on Fairground's pump status

Gale:

*Inquire about Colchester and Pomfret WPCA Emergency Plans

*Follow up with NDDH re: grease trap cleaning/maintenance schedule records for schools

*Provide Treasurer's Report

Lachapelle:

*Restock Conex wet well vent inventory

*Provide list of wet wells no longer under WPCA maintenance

*Obtain clarified fee schedule for Donny D. Excavating

*Obtain brief update including any red flag items from DPC

11. Adjournment: Motion by Morse to adjourn. Gale **seconded. All in favor. Motion carried.** Meeting adjourned at 9:18pm

Respectfully submitted by LeeAnne Lachapelle, WPCA Executive Assistant.

DISCLAIMR: These minutes have not been approved by the WPCA. Please refer to next month's minutes for approval/amendments.

