

**WATER POLLUTION CONTROL AUTHORITY
REGULAR MEETING MINUTES
TOWN HALL MEETING ROOM A
Tuesday, February 26, 2019 at 7:00 P.M.**

MEMBERS PRESENT: Peter Ellsworth, Tim Rainville, Richard Canavan Stewart Morse

MEMBERS ABSENT: Roger Gale

OTHERS PRESENT: Cheryl Stadig, Marjorie Ellsworth

1. CALL TO ORDER:

The meeting was called to order by Peter Ellsworth at 7:01 p.m.

2. APPROVE THE REGULAR MEETING MINUTES OF JANUARY 8, 2019:

Morse **moved to approve** the minutes as presented, **seconded** by Rainville, **all in favor**.

A. APPROVE THE SPECIAL MEETING MINUTES OF JANUARY 24, 2019:

Rainville **moved to approve** the minutes as presented, Canavan **seconded**, all in favor, Morse abstains.

3. CITIZEN COMMENTS: None

4. NEW BUSINESS:

A. Service Calls: None

B. Discuss Meeting with Putnam Regarding Wastewater Flow: The flow test which Putnam will administer was discussed. A date and time has not yet been set. Ellsworth suggested Woodstock WPCA engage an engineer to be present for the test. Also, discussed was waste water billing for the remainder of the fiscal year and the importance of moving forward with the testing so the WPCA can approach budget preparation with a solid answer. Morse thanked Rainville for his all his work regarding this issue.

5. OLD BUSINESS:

A. Woodstock Inn Update: Due to winter weather, construction is halted until Spring.

B. Safety Implementation at Lift Station: Ellsworth stated he spoke to Gale who would like to seek another quote. Morse **moved to table this item** until Gale returns for the April meeting, Rainville **seconded**, **all in favor**.

6. SYSTEM MAINTENANCE UPDATE:

A. Grinder Pump Repairs/Main Line Maintenance: Nothing to report.

7. FLOW REPORT:

A. Weekly Meter Readings of Main Line Waste Water Flow to Putnam FY 2018-2019:

This item was discussed in 4. B.

B. Quarterly Meter Readings for FY 2018-2019: Readings are complete for the 3rd Quarter.

C. Rainfall Data: None

8. PAYMENT OF BILLS:

A. Budget Category Designations: No Updates

B. Treasurer's Report: Ellsworth stated he met with the Town Treasurer, Karen Fitzpatrick, to review the latest budget figures. A brief discussion followed.

C. Fiscal Year 2018-2019 Budget: Morse stated he would like to see a "fixed amount" in user fees for the 141 EDU customers. Members discussed setting a date for a Special Meeting to start budget talks for the next fiscal year. A date of Wednesday, March 20, 2019, at 11:00 a.m. in the WPCA Conference Room was decided.

WPCA BILLS FOR FEBRUARY 26, 2019

<u>Vendor</u>	<u>Line Item</u>	<u>Charges</u>
Guilford Savings Bank c/o BGE WSTK LLC Inv. #29	500.00.224.00 Lift Station Solar Power	\$ 94.38
Eversource Acct. #51942724014	500.00.224.00 Lift Station Power	\$ 156.32
Quality Data Service, Inc. Inv. #2019-603	500.00.217.00 Printing & Processing Sewer/Water Assessment Bills 2 nd half	\$ 65.00
Bruce Williams Inv. #18701	500.00.285.00 Grinder Pump Preventive Maintenance	\$ 2,910.00
Tighe & Bond Inv. #011997143 Project #32186310	500.00.213.00 Engineering Services	\$ 315.40
Neponset Controls, Inc. Inv. #SI-347183 Date of Service 12/31/2018	500.00.286.00 Main Line Maintenance Meter Calibration at Peake Brook	\$ 482.00
Frontier Communications Acct. #86092831921111985	500.00.225.00 Lift Station Phone	\$ 36.49
Saveway Petroleum, Inc. Acct. #97479	500.00.257.00 Lift Station Generator Fuel	\$ 58.79
Venture Comm. & Security LLC Inv. #15551	500.00.242.00 Lift Station Answering Service 1/1/19 – 12/31/19	\$ 250.00
	TOTAL DUE - \$4,368.38	

Morse **moved to approve** the payment of the bills, excluding Venture Communications & Security LLC (per the Treasurer's Office, already paid), and Neponset Controls as Rainville to contact with some questions. Total to approve \$3636.38. Canavan **seconded, all in favor.**

9. CORRESPONDENCE: None

10. REVIEW OF MEMBER FOLLOW-UP ACTIVITIES FOR NEXT MEETING:

- Stadig to schedule a Special Budget Meeting for Wednesday, March 20, 2019 at 11:00 a.m.
- Rainville to contact Neponset Controls.

11. ADJOURNMENT: Morse **moved to adjourn** at 8:20 p.m., Rainville **seconded, all in favor.**

Respectfully submitted,

Cheryl Stadig
Recording Clerk