

**WATER POLLUTION CONTROL AUTHORITY
REGULAR MEETING MINUTES
Meeting Room A
Tuesday, May 22, 2018 at 7:00 PM**

MEMBERS PRESENT: Peter Ellsworth, Tim Rainville, Rick Canavan, Roger Gale, Stewart Morse

MEMBERS ABSENT: None

OTHERS PRESENT: Cheryl Stadig

CALL TO ORDER:

The meeting was called to order by Roger Gale at 7:02 P.M.

2. APPROVAL OF THE REGULAR MEETING MINUTES OF APRIL 24, 2018:

Gale requested that **Item 5. B. Woodstock Inn – Update:** be amended to include ‘*Rick Canavan reiterated a previous discussion regarding the importance of approving any accepted blue prints except those from Tighe & Bond.*’ Morse **motioned to accept** the minutes as amended, Ellsworth **seconded**, Morse **abstained**, **remaining members approved**.

3. CITIZENS COMMENTS: None

4. NEW BUSINESS:

A. Service Calls: 40 Ellen Lane – Gale received a call from the homeowner that their pump alarm was going off. Gale stated he contacted Glenn Boies of Deep 6. Boies found the pump to be totally immersed, therefore, he called Parent Sanitation to pump the water out. Boies found “flushable” wipes had clogged the pump. He rectified the issue. A discussion followed with all members in agreement that the cost of the service call would be the responsibility of the homeowner.

8 Stonebridge Road – No update as to what the issue was.

B. Preventative Maintenance at Lift Station:

- 1) Physical repairs of the building at the Lift Station – no new updates.
- 2) Researching ways of refurbishing and maintaining pumps - Morse stated he will take the pumps from the Conex box to Piela for review and maintenance.
- 3) Safety procedures at the Lift Station – no new updates.

5. OLD BUSINESS:

A. Update to Sewer Map: New maps were delivered and made available to members. Gale stated he would like to give a map to the Building Office.

B. Woodstock Inn – Update: Gale stated that he would like Stadig to send a letter to Mr. Naumann stating that anything on his property is to be his responsibility should any issues arise. Brief discussion followed.

6. SYSTEM MAINTENANCE UPDATE:

- A. Grinder Pump Repairs/Main Line Maintenance:** Morse stated that the WPCA still has two submerged grinder pumps at Linemaster. Gale said that he spoke to Steve Radcliffe at Linemaster and let him know that the WPCA would be removing the pumps at a future date, to be determined.

7. FLOW REPORT:

- A. Weekly Meter Readings of Main Line Waste Water Flow to Putnam FY 2017-2018:** Gale shared a list of readings of gallons of waste water with members.
- B. Quarterly Meter Readings for FY 2017-2018:** Fourth quarter readings are complete.
- C. Rainfall Data:** Rainville stated that viewing the rainfall data with the readings brings insight to the issue. Gale thanked Ellsworth for the new charts and Rainville and Canavan for their time spent at the Peake Brook location.

8. PAYMENT OF BILLS:

- A. Budget Category Designations:** No updates.
- B. Treasurer's Report:** Members discussed various line items for clarification.
- C. Fiscal Year 2018-2019 Budget Preparation:** Discussion continued on the FY 2018-2019. Rainville **moved** to hold a Special Meeting on Tuesday, May 29, 2018 regarding budget preparation, flows and rates, **seconded** by Morse, **all in favor**.

Gale asked for a motion to approve authorization for the payment to the Putnam WPCA in the amount of \$62,554.65, which was presented at the April 24, 2018 Meeting.

Also, Stadig presented two additional bills, one for Eversource and a second for Tighe & Bond, which total \$311.31, to be added to the monthly bills. Morse **moved** to authorize payment to Putnam in the amount of \$62,554.65 and to add the additional \$311.31 to the May 22, 2018 bills. Rainville **seconded**, **all in favor**.

WPCA BILLS FOR MAY 22, 2018

<u>Vendor</u>	<u>Line Item</u>	<u>Charges</u>
Deep 6 Plumbing & Heating Inv. #13648C 40 Ellen Lane Service Call	500.00.218.00 Grinder Pump Repair	\$ 435.00
Guilford Savings Bank c/o BGE WSTK LLC Inv. #20	500.00.224.00 Solar for Lift Station	\$ 146.43

Neponset Controls, Inc. Inv. #SI-344155	500.00.213.00 Flowmeter Calibration	\$ 521.00
Arthur Parent, Contractor, Inc. Inv. #108446 40 Ellen Lane Service Call	500.00.218.00 Grinder Pump Repair	\$ 210.00
Frontier Communications Acct #860-928-3192-111198-5	500.00.225.00 Lift Station Phone	\$ 35.12
TIGHE & BOND Inv. #041890237 Task Order #7 Sewer Map Updates	500.00.213.00 Engineering Services	\$ 400.00
Tighe & Bond Inv. #051890072	500.00.213.00 Engineering Services	\$ 157.70
Eversource Acct. #51942724014	500.00.224.00 Electricity at Lift Station	\$ 153.61
TOTAL DUE - \$2058.86		

9. CORRESPONDENCE: Members received a newsletter from Professional Wastewater Services in their monthly packets.

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

- Rainville to contact Glen Cardarelli re: vacuuming silt at Peake Brook location.
- Gale to contact Lori at Tighe & Bond regarding several issues.
- Morse to take pumps to Piela for review and possible refurbishing.
- Stadig to get date of previous I & I study.

11. ADJOURNMENT:

Morse **motioned to adjourn** at 9:20 pm, Ellsworth **seconded, all in favor.**

Respectfully submitted,

Cheryl Stadig
Recording Clerk