

**WATER POLLUTION CONTROL AUTHORITY
REGULAR MEETING
Meeting Room A
Tuesday April 28, 2015**

MEMBERS PRESENT: Roger Gale, Tim Rainville, Peter Ellsworth, Stewart Morse, Dan Atwood

MEMBERS ABSENT:

OTHERS PRESENT: Kristi Stabley, Sig Swanberg, Deanna Defocoy

1. CALL TO ORDER:

The meeting was called to order by Chairman Roger Gale at 7:01 PM.

2. APPROVAL OF THE REGULAR MEETING MINUTES OF MARCH 24, 2015:

MOTION BY DAN ATWOOD TO APPROVE MINUTES AS AMENDED. SECONDED BY STEWART MORSE. ROGER GALE ABSTAINED.

AMENDMENTS: 4.G Peter also requested that Charles address whether state law requires that user fees cover all costs related to the operations of the sewer line. To be replaced with : Charles addressed that we are required by state law that user fees cover all costs related to the operations of the sewer line.

6.C Buell's Truck & Engine Repair removed and replaced the water pump at the lift station after an alarm went off. To be replaced with: Buell's Truck & Engine Repair removed and replaced the generator water pump at the lift station after an alarm went off.

3. CITIZEN COMMENTS: Deanna Defocoy, at 88 Peake Brook Road, asked if her property was within the sewer district and if she was able to hook up to the sewer line that goes by her house. The Authority concluded that yes her property was inside of the sewer district and that she has the option of hooking up to the sewer line. The Authority stated that she would have to start the permit process through the building department. The Authority also let Deanna know that if she needs help financing the project that the Town offers a financing plan.

Sig Swanburg addressed the Authority to let them know that during the spring months that there is an excess of clear water infiltration at the fairgrounds coming from the North that has been backing up into the fairgrounds line. Sig informed the board that from November 1st through April 1st the sewer line north of the fairgrounds office is plugged for the winter months because there is no flow coming from the fair. The fair's transducer has not been working properly and has been getting incorrect water meter readings because of the lack of flow that comes from the fairgrounds during this time. Water from the main line has been infiltrating the line from the fairgrounds and backing up. Sig suggested that the WPCA drop a few temporary water meters into the line to see where this clear water might be coming from. Sig wondered if the infiltration could be coming from a few different sources like from Linemaster or from the Academy.

The Authority thanked Sig for coming to the meeting and informing the board of his findings.

4. NEW BUSINESS:

A. EXECUTIVE ADMINISTRATOR REPORT: A brief discussion was had.

5. OLD BUSINESS:

A. DATA RECORDER INFO REVIEW: Kristi and Tim volunteered to extract the flow data from the data recorder before the next regularly held meeting. Roger asked Kristi to let him know when the data retrieval will be taking place.

B. 2015-2016 BUDGET REVIEW/PROGRESS: A brief discussion was had. Roger suggested that a yearly Public Hearing for the budget might be a good idea.

a. User Fees: A brief discussion was had.

b. Meter Reading: A brief discussion was had.

c. Grinder Pump Responsibility: A brief discussion was had.

C. SOLAR ENERGY OF PUMPING STATION: Ongoing study.

D. LIFT STATION PUMP PROBLEM/EST: Stewart informed the board that pump #2 was pulled, rebuilt, and replaced. Pump #1 has the same amount of wear and tare as pump #2 had and Stewart suggests that the WPCA be proactive and purchase a new pump and rebuild that pump and keep in storage for future use.

6. SYSTEM MAINTENANCE UPDATE:

A. DEEP 6 PROGRESS ON INVENTORY AND GRINDER PUMP REPAIRS: No new updates at this time.

7. FLOW REPORTS:

A. WEEKLY METER READING OF MAIN LINE WASTE WATER FLOW TO PUTNAM FY 2014-2015: 2015 flow data needs to be added to chart.

B. WATER METER READINGS FOR FY 2014-2015: Woodstock Fairgrounds water meter readings have been delinquent since September of 2014.

8. CITIZEN COMMENT: None.

9. PAYMENT OF THE BILLS:

<u>Vendor</u>	<u>Line Item</u>	<u>Charges</u>
Eversource----Account# 51942724014	500.00.224.00 Lift Station Power	\$329.24
Frontier Communications Account# 860-928- 3192111198-5	500.00.225.00 Lift Station Telephone Service Frontier	\$32.79
Water & Waste--- Invoice# 51868 Disassembly, rebuilt, and install of pump at lift station	500.00.289.00 Lift Station Maintenance	\$5,459.00

S.A.S. Construction, Inc.- --Invoice# 6283 312 Route 171 repair	500.00.218.00 Grinder Pump Repair	\$1,128.70
Woodstock Town Clerk-- --Account# 41	500.00.006.00 Recording Fees Town Clerk	\$ 10.00
Deep 6 Plumbing and Heating--- Invoice# 11185C replacement of start capacitor at 312 Route 171	500.00.218.00 Grinder Pump Repair	\$85.08
Kristi Stabley----Office Supplies. LaserJet Ink, file folders	500.00.269.00 WPCA Material and Supplies	\$92.29
TOTAL AMOUNT DUE: \$ 7,137.10		

Peter Ellsworth identified the following bills for consideration by the Authority:

MOTION BY STEWART MORSE TO APPROVE PAYMENT OF THE BILLS. SECONDED BY TIM RAINVILLE. ALL IN FAVOR.

10. CORRESPONDENCE: None.

11. REVIEW OF MEMBER FOLLOW-UP ACTIVITIES FOR THE NEXT MEETING

- Roger work on WPCA newsletter
- Roger set up Special Meeting for Grinder Pumps
- Kristi and Tim Data Recorder Retrieval
- Stewart solar energy for lift station
- Tim Flume Cleaning

12. ADJOURNMENT

MOTION BY STEWART MORSE TO ADJOURN THE MEETING. SECONDED BY DAN ATWOOD. ALL IN FAVOR.

The meeting was adjourned at 9:25 PM.

Respectfully Submitted

Kristi Stabley
WPCA Executive Administrator