

**WATER POLLUTION CONTROL AUTHORITY
REGULAR MEETING
Meeting Room A
Tuesday, January 28, 2014**

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

MEMBERS ABSENT: Roger Gale

OTHERS PRESENT: Cheryl Stadig, Tim Carlone, Joseph Carlone, Sr., Joseph Carlone, Jr., Gary Giambattista

1. CALL TO ORDER:

The meeting was called to order by Chairman Stewart Morse at 7:05 PM.

**2. APPROVAL OF THE REGULAR MEETING MINUTES OF NOVEMBER 26, 2013:
MOTION BY DAN ATWOOD TO ACCEPT MINUTES AS PRESENTED. SECONDED
BY STEWART MORSE, PETER ELLSWORTH AND TIM RAINVILLE ABSTAIN.
MOTION APPROVED.**

3. CITIZEN'S COMMENTS: None

4. NEW BUSINESS:

A. Sewer System Rehabilitation Contract – Chairman Stewart Morse reviewed the email from Attorney Charles Andres regarding his review of the contract. Attorney Andres stated that everything appears to be in order. Also, suggests that prior to signing the contract, the WPCA should vote to approve the contract, and to authorize Chairman Stewart Morse to sign the contract on behalf of the WPCA. **MOTION BY PETER ELLSWORTH TO ALLOW CHAIRMAN STEWART MORSE TO SIGN THE CONTRACT ON BEHALF OF THE WPCA, SECONDED BY DAN ATWOOD. ALL IN FAVOR.**

Chairman Stewart Morse to alert Tighe&Bond that a pre-construction meeting is to be scheduled.

B. Hyde School Addition of Two Bathrooms - Gary Giambattista, Facilities Director of Hyde School. Hyde School wishes to add two restroom facilities to the theater facility. The pre-plan of installation is currently in design and will include a ladies' room, men's room and enlargement of the janitor's closet. The addition will make the facility ADA compliant and bring up to code for the capacity of the theater. Carol Rogers of CME will be working on the plans. Chairman Morse reiterates that this is just making ADA compliant and there will be no adjustment to the theater facility with the tie-in already in place. Dan Atwood asks if this is a new connection or not. Peter Ellsworth states that this is not new, it is an existing connection. Chairman Morse concurs. Dan Atwood is in agreement. Chairman Morse thanks Mr. Gaimbattista for coming.

C. Linemaster Banquet Facility - Joseph Carlone, Sr. presented the board with Site Plan Maps and Estimated Water Consumption information with regards to the proposed Banquet Facility, which will include a full kitchen built in the style of "The Mansion" and outside decking. Mr. Carlone, Sr. presents that their engineer, Ed Lally, has stated that the sewer line is already in place and runs parallel to where the facility will be, therefore, requiring no new hookup at all. Public Hearing set for February 20, 2014. Chairman Morse states that the board will need to speak with the Town Attorney with regards to state statutes. Dan Atwood states that the town needs to be conscious of the total flow to Putnam. Dan Atwood states that Planning & Zoning needs approval from WPCA before Public Hearing on February 20, 2014. Chairman Morse

reiterates that the board will check with the Town Attorney and Tighe & Bond. The board will try to have answers for Linemaster prior to the Public Hearing but may not have any answers until the next WPCA meeting on February 25, 2014.

D. Tighe&Bond Progress Report - Task #2 – Chairman Morse asks where are we with home inspections and states we should look at funding. Dan Atwood asks how would we follow-up and what would be cost. Cheryl Stadig to write letter to Tighe&Bond requesting qualifications.

Task #5 – Conclusion of Sewer System Rehabilitation Contract - Chairman Morse states that a pre-construction meeting will be held when complete.

5. OLD BUSINESS:

A. Date Logger Update – Tim Rainville stated that Glen Carderelli came out and made several attempts to get the Dixson Program on the WPCA computer to recognize the Data Logger to no avail. Tim Rainville suggests, also, the Data Logger Training should be gratis as the unit never worked. Stewart Morse to call Justin Skelley at Tighe&Bond. Tim Rainville also suggests getting rid of the old computer. Stewart Morse to call the owner of the computer.

B. Task #5 - Dan Atwood has spoken to Justin Skelley at Tighe&Bond regarding Invoice #112013375 for \$529.37. Invoice is due as Justin was “on the job” and the charge is for his services.

C. Manhole Update - Chairman Morse states that nothing has been done according to Highway Director, John Navarro, as they have been busy with snow storms.

D. Budget Review – Peter Ellsworth states that the budget is over by \$12,500. MOTION BY DAN ATWOOD TO AMEND THE BUDGET, SECONDED BY PETER ELLSWORTH. Chairman Morse states that Grinder Pump Maintenance is 92% used. Peter Ellsworth will continue to look at monthly reports to be sure everything is posted correctly. He will send an email to all prior to the next monthly meeting.

E. Clean Water Fund Application - Dan Atwood needs to get the language correct from Sue Hawkins of DEEP.

6. SYSTEM MAINTENANCE UPDATE:

Continuation of Investigation of Spike in Flow to Putnam – Chairman Morse states this is still in progress. Putnam working on designs for further upgrades.

Flume Maintenance - Tim Rainville states that the chart recorder has been recalibrated. Chairman Morse suggests that this be put on the annual calendar for October.

7. FLOW REPORTS:

WEEKLY METER READING OF MAIN LINE WASTE WATER FLOW TO PUTNAM FY 2013-2014. A brief discussion was had.

WATER METER READINGS FOR FY 2013-2014: A brief discussion was had. Stewart Morse may send packet to Tighe&Bond for Linemaster Switch proposed Banquet Facility.

8. CITIZEN COMMENTS: None

9. PAYMENT OF BILLS: WPCA Bills for January 28, 2014

Tighe&Bond ---Invoice #112013375 Task Order No. 5	\$ 529.37
AT&T---Account #8609283192003	66.29
Buell's Truck & Engine Repair	\$ 306.43
Connecticut Light & Power---Account # 519427224014	\$ 396.40
Tighe&Bond---Task Order No. 2 Home Inspections	\$ 1,871.10
Tighe&Bond---Task Order No. 5	\$ 2,550.00
Water & Waste Equipment, Inc. Invoice #50826	\$ 896.25
Town Clerk Recording Fee	\$ 20.00
Norwich Bulletin Account #39808350	\$ 434.12
TOTAL	\$ 7069.96

MOTION BY DAN ATWOOD TO ALLOW CHAIRMAN STEWART MORSE TO APPROVE PAYMENT OF MONTHLY UTILITY BILLS WHEN THERE IS NO MONTHLY MEETING. SECONDED BY TIM RAINVILLE. ALL IN FAVOR.

MOTION BY DAN ATWOOD TO APPROVE PAYMENT OF BILLS, SECONDED BY PETER ELLSWORTH, ALL APPROVE.

10. CORRESPONDENCE:

- Stewart – inquiry from Pomfret – dead in water.
- Stewart – Nextgen responded to letter from WPCA regarding their slow response time for a quote to alarm fuel tank. Kevin from Nextgen stated he would do for free if we are still interested. He offered his apology.

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

Tim Rainville to get Data Logger back to Justin at Tighe&Bond as it is still under warranty.

12. ADJOURNMENT

MOTION TO ADJOURN THE MEETING BY PETER ELLSWORTH, SECONDED BY TIM RAINVILLE. ALL IN FAVOR.

This meeting was adjourned at 8:49 PM.

Respectfully Submitted
Cheryl A. Stadig
WPCA Executive Administrator, Interim