

**WATER POLLUTION CONTROL AUTHORITY  
SPECIAL MEETING  
Tuesday, March 5, 2024 at 7:00 P.M.**

**PRESENT:** John Cimoichowski, Roger Gale (dialed in), Tim Rainville, Stewart Morse, Paul Gohn

**MEMBERS ABSENT:** None

**OTHERS:** Leeanne Lachapelle, Executive Assistant

**1. Call to Order:** Cimoichowski called the meeting to order at 7:03PM.

**2. Approval of Minutes:**

**A. Approval of Regular Meeting January 23, 2024 minutes:** Morse **motioned** to approve the minutes as presented. Rainville **seconded**. **Discussion ensued.** Rainville asked for clarification of abbreviations "R/T" and "D/T". Lachapelle stated "related to" and "due to" respectively. Rainville asked for clarification of 4D. Lachapelle stated that Putnam WPCA was not yet notified of pending calibration date and would be in am. Gale asked that 4E read "Homeowners no longer under WPCA jurisdiction are responsible for their own repairs with WPCA providing verbal guidance as needed." **All in favor with clarifications/addendums. Motion carried.**

**3. Citizens'/Chair's/Executive Assistant's Comments:** None

**4. Flow Report**

**A. Weekly & Monthly Readings of Main Line Waste water Flow to Putnam:**  
Reviewed and discussed

**B. Rainfall data:** Reviewed and discussed.

**5. Correspondence**

**A. Regional Greenhouse Gas Emissions Inventory:** Info provided as requested

**B. EPA Water & Wastewater Sector Threat Briefing Meeting:** Although not attended by the WPCA, Cimoichowski discussed this topic briefly.

**6. System Maintenance Update**

**A. Pump Station Maintenance**

**1. Fuel:** Fuel no longer supplied through Woodstock Department of Public Works (DPW). Saveway filled generator fuel tank February 2024. Morse noted that fuel level now approximately  $\frac{3}{4}$  full. WPCA to continue to monitor fuel level.

**2. FOG Removal at Pump Station:** Slim's & Berthiaume Sewer Service completed FOG removal, cleaning of wet well and pump inspection on 3/1/24. Discussion ensued. Recommendation is to clean wet well annually and as needed. WPCA to discuss need for next pumping at October 2024 meeting. Morse also suggested the discussion of pulling the pump (new) in the pump station wet well around the time of the next cleaning and replacing it with the refurbished one in the pump station. At that time, the pump currently in that wet well can also be refurbished as needed. Lachapelle to put on agenda for further discussion for next meeting.

**3. Security:** Murdock security system annual evaluation document from August 2023 shared and discussed. Two lock system for entering pump station discussed. New gate keys dispersed to members present. Lachapelle to supply key to those entities needing access such as Selectman office and DPW.

**4. Snow Removal:** Woodstock Fair provided snow removal service.

**5. Annual Inspection & Servicing:** Kinsley provided initial level 2 service to the generator. It was determined that the battery needs to be replaced at the next service-August 2024. Cimochofski signed quote from Kinsley approving battery purchase and install.

**B. Grinder Pump Maintenance:** Wet well audit findings/to do list completed by E.D.S. Mechanical. Discussed.

## **7. Old Business**

**A. Evaluation of 2 inoperable pumps stored in Conex:** Morse reported that both pumps were brought to Piela Electric for evaluation. Pump 1 (newer one) requires \$1007.54 to repair. Quotes also received for purchase of new replacement pump (\$3228.00-\$3959.00). Pump 2 has not been evaluated yet and Morse to report back when information is available. Discussion ensued. It was noted that there are 2 working pumps currently in Conex. Morse suggested that now would be a good time to move forward with removal of the 2 inactive pumps at Linemaster as well and bring for evaluation. Discussion ensued. Lachapelle to coordinate evaluation with Slim's and Linemaster.

**B. Fairgrounds meter report:** First meter reading completed at fairgrounds new flow meter and discussed. Next reading April 2024.

**C. Update ARPA-funded DPC Project:** Awaiting confirmation from DPC regarding completion of evaluation. Once received, Lachapelle to arrange special meeting with WPCA and DPC.

**D. Follow up FOG grease trap maintenance protocols:** Grease trap cleaning records requested and received from Woodstock Academy, Woodstock Public Schools,

Inn at Woodstock Hill and Linemaster for past 2 years. Discussed. WPCA to continue to monitor.

**E. Tree removal d/t roots impacting sewer manhole:** Trees have been removed by DPW.

**F. Emergency Plan:** Alarm was activated at pump station during recent cleaning. Call list correctly activated by Murdock. Discussion ensued about emergency plan and possible backup generator plan for the pump station. Lachapelle to arrange consultation with Chaput Electric for additional suggestions/ideas.

**G. Peake Brook Calibration:** Lachapelle to contact Putnam WPCA with date of March 27, 2024 Neponset visit.

**H. D.O.T. follow up:** CT D.O.T reported no road projects scheduled that would impact Woodstock sewer system for 2024/25.

## 8. New Business:

**A. Service Calls:** Three calls discussed including one to 326 Route 171 and two to Brookwood Apartments. One pump replaced at Brookwood Apartments.

**B. Conex:** Conex door is difficult to open. Discussion ensued and Rainville to evaluate and lubricate/remedy as able then report back. Four old flowmeters, old batteries and other outdated equipment noted by Rainville. Discussion ensued. Gale **motioned** to dispose of the items appropriately. Morse **seconded**. **All in favor Motion carried.**

## 9. Financial Update

**A. Payment of Bills:** Bills reviewed and discussed. Gale **motioned** to pay bills as presented. Morse **seconded**. **All in favor. Motion carried.**

### **Bills for Approval March 5, 2024**

<b><u>VENDOR</u></b>	<b><u>Line Item</u></b>	<b><u>Charge</u></b>
<b>Frontier</b>	<b>500.00.225.00</b>	<b>\$77.12</b>
Acct.# 860-928-3192-111198-5 Lift Station Telephone		
2/5/24 Period 2/5-3/4/24		
<b>Woodstock Landfill Solar</b>	<b>500.00.224.00</b>	<b>\$49.11</b>
System/Guilford Svgs Bank Period 1/1-1/31/24		
Invoice#89 Electricity at Pump Station		
2/2/24		
<b>Eversource</b>	<b>500.00.224.00</b>	<b>\$476.34</b>
1/29/24 Service 12/29/23-1/29/24		
<b>Deep 6 Plumbing/Heat LLC</b>	<b>500.00.218.00</b>	<b>\$540.00</b>
Invoice#16352C Grinder Pump repair		
Service: 12/13/23 BW Front bldg/replaced pump & freed up pump		

<b>Deep 6 Plumbing/Heat LLC</b>	<b>500.00.218.00</b>	<b>\$157.50</b>
Invoice#16351C Grinder Pump repair		
Service: 1/25/24 326 Rt 171-float change out		
<b>Deep 6 Plumbing/Heat LLC</b>	<b>500.00.218.00</b>	<b>\$168.75</b>
Invoice#16371C Grinder pump repair		
Service: 2/9/24 BW Bldg #1		
<b>Saveway Petroleum, Inc</b>	<b>500.00.257.00</b>	<b>\$116.37</b>
Ref# 717758 Lift Station Generator Fuel		
Acct# 97479 31.0 gallons		
<b>DSI-Blake Equipment</b>	<b>500.00.189.00</b>	<b>\$1755.40</b>
Invoice#311010474-00 Grinder pump supplies		
2/7/24 (2) ESPS-100		
<b>DSI-Blake Equipment</b>	<b>500.00.189.00</b>	<b>\$264.64</b>
Invoice#311010456-00 Grinder pump supplies		
(4) MV2KT 2 " vent kits		
<b>Mileage Reimbursement</b>	<b>505.00.205.00</b>	<b>\$64.32</b>
2/7/24 Pickup equip to/from Blake Equipment		
<b>Mileage Reimbursement</b>	<b>500.00.940.00</b>	<b>\$53.60</b>
2/9/24 Misc Expenses		
Deliver rebuild inspection to/from Piela Electric		
<b>E.D.S. Mechanical Inc.</b>	<b>500.00.218.00</b>	<b>\$1581.32</b>
1/24-2/26/24 Grinder Pump Repairs		
Invoice#13168 r/t wet well audit		
<b>Slim's Berthiaume Sewer Svc.</b>	<b>500.00.289.00</b>	<b>\$1450.00</b>
Invoice#81432 Lift Station Maintenance		
3/1/24 Pump/solids&eval		

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<b>TOTAL</b>	<b>\$6,754.47</b>
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**B. Treasurer's report:** Presented and discussed by Cimochoowski.

## **10. Review of Member Follow-up Activities for Next Meeting:**

**Morse:** Pumps to Piela/report back.

**Rainville:** Neponset calibration.

\*Dispose of unneeded items from Conex

**Lachapelle:** Follow up as noted in above minutes.

**11. Adjournment: Motion** by Morse to adjourn. Gohn **seconded. All in favor. Motion carried.** Meeting adjourned at 8:41PM

