

Water Pollution Control Commission

REGULAR MEETING

Tuesday, November 9, 2021 – 7pm

Via Google Meet

MINUTES

1. Call Meeting to Order: Chair Matt Kennedy called the meeting to order at 7:04 pm. Also present: Vice Chair Laura Peterson, Al Walker, Aurora Thompson, John Madura, Ryan Thompson, Jason Feeney

2. Pledge of Allegiance

3. Recognition of Guests: Kristie G. Wagner, CDMSmith

4. Approval of Minutes: November 9, 2021: J. Madura made a motion, A. Thompson seconded. Motion passed with all voting in favor except J. Feeney who abstained.

5. Correspondence:

- The commission is in receipt of COWRA Annual Membership Renewal and will hold off until a clerk is hired, to be revisited.

6. Invoices:

- ECL Invoice 63413 Dated 11/22/21 for \$197.50 and ECL Invoice 63534 Dated 12/15/21 \$197.50. Motion to approve both invoices was made by J. Feeney and seconded by A. Walker. Motion passed unanimously. (Acct 54902)

- CDM Smith Invoice 90142075 dated 1/10/22 \$1,025.00 / Amendment # 12 Task 12.1 On Call Engineering Services. Motion to approve the invoice was made by A. Thompson, seconded by R. Thompson. Discussion on how CDMSmith is tasked with duties within the scope of work in Amendment 12. Motion unanimously passed. (Account 53200)

7. Old/New Business:

- A. Lagoon Closure – Nothing new to report
- B. Facilities Plan –
 - Funding: Reviewed Clean Water Fund Project Request Form for 25% Grant Reimbursement for Planning, Design and Construction of the conceptually approved Wastewater Facilities Plan.
- C. Clean Water Fund Reimbursement – Nothing new to report, beyond all reimbursements are up to date at this time.

8. Budget FY 22/23: Review and approval of the Operating Budget for 22/23, as well as review of the Capital Improvement Plan FY22/23 – 27/28. Modifications were made to the Capital Improvement Plan, and will be revised by K. Wagner. A motion was made to approve the Operating Budget by J. Madura, seconded by R. Thompson. Motion passed unanimously.

As part of the Budget the commission discussed CDMSmith's Amendment 12B. R. Thompson made a motion to approve CDMSmith's Amendment 12B for \$4,950.00 to align the On-Call Engineering contract work with the Town and Commission's FY budget. A. Thompson seconded. The motion unanimously carried.

Annual Report: The Annual Report was presented by K. Wagner and reviewed by the group. Small changes were made. The Report will be edited with pump out totals and those systems that are >5 year delinquent on pump outs and submitted to the town for review.

Calendar: A. Walker made a motion to approve the 2022 WPCC calendar. R. Thompson seconded, The motion unanimously carried.

9. Chairman & Commissioner's Comments: The commission discussed moving the Facilities Plan forward at length. It is of great importance as materials and labor rates become increasingly more expensive to continue to prioritize this plan. K. Wagner will work on a roadmap of next steps through completion. The commission will brainstorm ways to work with the Town Council and Town Manager to get more public interest in the project.

10: Adjournment: 9:13pm, R. Thompson made a motion to adjourn, A. Thompson seconded

Respectfully submitted, Laura Peterson, Vice Chair