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Minutes
Regular Meeting
Bolton Lakes Water Pollution Control Authority

May 25, 2011 **7:00 PM** **Vernon Town Hall**

Attendees: Chairman Robert Morra, Secretary/Treasurer Richard Hayes Jr., Members: Mike Morris, Noel Gessay, Mark Turkington, Dan Wright and Alternate John Ward. Also present was Marshall Gaston of Fuss & O'Neill, Inc. and Vernon WPCA Director David Ignatowicz.

1. **CALL TO ORDER**
Chairman Robert Morra called the meeting to order at 7:00 P.M. Alternate John Ward was made a voting member.

2. **PUBLIC COMMENT**
None

3. **ACCEPTANCE OF MINUTES**
John Ward, seconded by Noel Gessay, moved to accept the minutes of the May 5, 2011 special meeting as presented. The motion carried unanimously.

4. **PENDING BUSINESS**
A. Status of the Phase III Construction Bid Award:
Marshall Gaston reported that references have been checked for Ludlow Construction. Fuss & O'Neill submitted the recommendation to Rural Development, who concurred, and to the DEP who will be meeting on this on May 26, 2011.

Mr. Gaston also reported that Town Engineer Richard Staye is retiring from the Town of Manchester in the very near future.

B. Status Report on Sewer Project:
1. Phase 1 Construction
- CL&P is in the process of providing power to the flowmeter station and is swapping out poles in that area.
- Middle Turnpike East is tentatively scheduled for paving on May 31, 2011. The binder course has been placed and F&O is confirming the schedule with Manchester.

2. Phase 2 Construction
- The contractor has reevaluated the wall system and revised shop drawings have been submitted to DTO for review.
- Grinder pump agreement acquisitions are on-going. F&O is currently working with property owners to stay ahead of the contractor's needs. 25 Howard Road and 890 Boston Turnpike are outstanding.
- SEF installed tees and grinder pumps. Some restoration has occurred but the rainy weather has hindered efforts.

3. Phase 3 Construction
- Construction bids were received on May 3, 2011. Subsequent to the last meeting F&O concluded their review of Ludlow Construction. Currently awaiting the DEP's concurrence with F&O's recommendation to award Phase 3 to Ludlow. RD has already concurred.

4. **Phase 4 Construction**
   - Plans were submitted to EHHD and NCHD. Most of the comments have been successfully addressed and have been resubmitted for review.
   - Final design in process.
5. **Financial Report**
   a. **CWF**
      - CWF Reimbursement #24 was submitted for processing.
   b. **Rural Development**
   - RD budget summary #24 was submitted for processing.
   - A project extension was requested from RD for Phase 1. The RD Phase 1 funding package was set to expire on May 5, 2011. A verbal request was appropriate and F&O is waiting for written confirmation that the extension was granted.
   c. **STAG**
   - Approximately 86% of the funds have been expended. As soon as the Phase 1 construction is restarted, these funds will be utilized.
   d. **STEAP**
   - No activity

C. Discussion of Next Steps
Billing/Collection and Maintenance will be discussed at the next meeting.

5. **REPORT OF THE CHAIR**
Mr. Morra stated that he had no additional comments other than those already noted.

6. **ANY ADDITIONAL MATTERS/OTHER BUSINESS**
It was noted that Phase 1 funds need to be used by September 2011.

7. **ADJOURNMENT**
A motion was made by Mike Morris and seconded by Richard Hayes to adjourn the meeting at 8:10 P.M. Carried unanimously.

Respectfully Submitted,

David R. Ignatowicz
Vernon Staff Representative

Please see the minutes of subsequent meetings for the approval of these minutes and any subsequent corrections hereto.