Minutes
Regular Meeting
Bolton Lakes Water Pollution Control Authority

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December 1, 2010 **7:00 PM** **Bolton Town Hall**

Attendees: Chairman Robert Morra, Vice Chairman Jason McCoy, Mike Morris, Daniel Wright, Noel Gessay, and Alternate John Ward. Also present was Marshall Gaston of Fuss & O'Neill, Inc. and David Ignatowicz Vernon WPCA Director.

1. **CALL TO ORDER**
Chairman Robert Morra called the meeting to order at 7:15 P.M.

2. **PUBLIC COMMENT**
None

3. **ACCEPTANCE OF MINUTES OF SEPTEMBER 29, 2010 SPECIAL MEETING**
Agenda item #3 of the minutes was corrected by changing Marshall Gaston to Noel Gessay as the person seconding the motion made by Ms. Stille. Jason McCoy, seconded by Noel Gessay, moved to accept the minutes of the September 29, 2010 special meeting of the BLRWPCA as amended. The motion passed with Mike Morris abstaining.

4. **PENDING BUSINESS**

A) Marshall Gaston gave the following Status Report on Sewer Project:

Phase 1 Construction

- All gravity and LPS pipe have been installed.
- The 3 grinder pumps have been installed. F&O is waiting for some electrical work to be performed by one of the owners.
- The flowmeter equipment has been delivered. The enclosure cabinet foundation was poured.
- All paving has been completed with the exception of Middle Turnpike East. This is to satisfy the Town of Manchester's standard construction requirements. Paving is tentatively scheduled for May 2011. F&O is in the process of formalizing a paving agreement with the Town of Manchester.
- Change Order #2 is under development to document adjustments of contract time and value as a result of the previously discussed rock removal.

Phase 2 Construction

- DOT has the wall shop drawing under review. As a reminder, the DOT will not release the contractor's bonds for this phase until the maintenance agreement is in place and registered on the land records. The draft maintenance agreement has been received from the DOT and is under review by BLRWPCA's counsel.

- Grinder pump agreement acquisitions are ongoing. This is a critical activity and F&O is going door-to-door trying to stay ahead of the contractor's needs. F&O has met with a number of homeowners to address their concerns.
- The contractor has installed pipe along Boston Turnpike and is working toward the Bolton Town Line.
- Blasting operations have been completed for areas along Route 44.
- Directional drilling operations are moving forward. A number of service connections have been drilled and approximately 6 grinder pumps have been installed.
- Change Order #1 was submitted for formal review. This transferred the Vernon Road portion of the work to Phase 3 and the mainline pipe along Route 44 to the Coventry Town Line along with some minor quantity adjustments.

Phase 3 Construction

- The re-combined Phase 3 / 4 plans were submitted to DEP for review. Several specification items remain to be addressed.
- EHHD is in the process of reviewing the latest plan configuration.
- DOT issued Simscroft Echo the Encroachment permit for the Route 44 work, east of South Road.
- The Town of Bolton Inland Wetland Commission issued the Phase 3 permit.

Financial Report

- CWF – # 19 reimbursements were submitted for processing this month.
- Rural Development #19 Budget summary report will be submitted for processing this month. The final paperwork for the Phase 1 closing is in process with a tentative closing date of December 15, 2010.
- STAG – Submitted reimbursement #2 in October 2010.
- STEAP – No activity.

B) Discussion regarding Rural Development closing for Phase 1 Construction
Mr. Gaston and Chairman Morra reported that the closing is scheduled for December 15, 2010.

C) Review of Rules and Regulations
Mr. Gaston suggested that the latest revisions to the draft Rules and Regulations could be e-mailed to the BLRWPCA members. The Regulations should be completed by March 2011. A draft document entitled Permit Applications for Sewer Connections and Extensions was handed out for review. Mr. Morra suggested that a list of acceptable contractors (licensed, bonded and insured) be developed for use by property owners.

D) Review of Assessments
Mr. Morra reported that a list of assessments for non-residential properties was being developed and is nearly complete.

E) Discussion on Next Steps
Continue working toward Regulations finalization.
Working on Phase 3 and Phase 4 Construction Bid Documents
Schedule Hearing for benefit assessment policy and consider assessment of all phases at once.

F) Discussion on Administrator
Mr. Morra, with the consensus of the Directors, deferred discussion of this item to the next BLRWPCA meeting.

G) Consider and Act upon 2011 Meeting Dates
A proposed meeting schedule was reviewed by the Authority and it was suggested that the April 27, 2011 date should be changed to April 20, 2011. Dan Wright moved to adopt the meeting schedule as amended, Mike Morris seconded and the motion carried unanimously.

5. REPORT OF THE CHAIR
Chairman Morra reported that all issues had been previously addressed.

6. ANY ADDITIONAL MATTERS
None

7. ADJOURNMENT
A motion was made by Dan Wright and seconded by Noel Gessay to adjourn the meeting at 8:45 pm. Carried unanimously.

Respectfully Submitted,

David R. Ignatowicz
Director, Vernon WPCD