

**Minutes
Regular Meeting
Bolton Lakes Water Pollution Control Authority**

May 26, 2010

7:00 PM

Vernon Town Hall

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Attendees: Chairman Robert Morra, Secretary/Treasurer Richard Hayes Jr., Members: Mike Morris, Daniel Wright, and Alternate John Ward (for Jason McCoy) 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 7:00 P.M.

2. PUBLIC COMMENT

Ryan Van Dine of 81 Vernon Road, Bolton, CT who is also a member of Bolton Boy Scout Troop 73 was present to ask the board if he could meet with a municipal official and discuss an issue that is relevant to the community as part of a merit badge requirement. BLRWPCA Chairman and Bolton First Selectmen Robert Morra said he would be glad to schedule a date and time to meet with Ryan to talk about the Bolton Lakes RWPCA and its work.

3. ACCEPTANCE OF MINUTES OF APRIL 28, 2010 MEETING

Richard Hayes, seconded by Mike Morris moved to accept the minutes of the April 28, 2010 regular meeting of the BLRWPCA as presented. The motion carried.

4. PENDING BUSINESS

A. Report on Sewer Project

Mike Morris handed out a suggested "BLRWPCA Progress Summary" template and asked if a similar document could be used and updated for each meeting so members could get a snapshot of the work status. Mr. Gaston agreed to do this and it was the consensus of the board members to also add a line item to the summary that shows Funds Expended. Mr. Gaston also reported on the following items:

1. Phase 1 Construction:

- Draft Change Order #1 for modification to the Bolton Motors portion of the project is ready for submission to the Contractor.
- The Contractor will finish all Manchester work (about 400 feet) before moving crews to Bolton.
- All Laterals have been extended on the work completed to date.
- Manchester requires temporary pavement to remain for 1 year before permanent paving. A time extension will be recommended for this but with no increase in cost.

2. Phase 2 Construction:

- All bids were received on April 26, 2010 at 2:00 PM
- Rural Development has concurred with the BLWRPCA recommendation to award Contract 2 to Simscroft-Echo Farms, Inc.
- DEP has not completed the review and has requested supplemental information. They need signed easements back.
- The target date for construction start-up is July 7, 2010.

3. Phase 3 Construction:

- Fuss & O'Neill has received additional well and grinder pump location forms from property owners and is incorporating the information into plans.
- Easement mapping has been forwarded to Murtha Cullina for research on selected properties.
- Preliminary comments received from the Eastern Highlands Health District have been addressed and submitted for review.
- DOT comments were received but not addressed at this time.

4. Financial Report:

CWF – Reimbursement #12 was submitted for processing during the month of May, 2010.

RD – #12 Budget Summaries and Report was submitted for processing this month.

STAG – No Activity

STEAP – No Activity

B. Discussion on BLRWPCA Administrator Position:

Mr. Morra and Mr. Gaston said that a grant request to Rural Development can be made for technical assistance which can be used to fund an administrator position during construction. The job description for an administrator needs to be updated from a previous version.

C. Review of Draft Rules, Regulations and Ordinances Governing Sanitary Sewer:

Mr. Morra reported that the sub-committee that is reviewing EDU calculations for vacant parcels has met and has reviewed all five phases with regard to commercial, industrial and residential lots. It may be recommended that some of the non-residential properties install water meters to measure flow. Even though billing will be quarterly, the meters should be read monthly in order to establish a baseline. The committee is working on a report and will submit it to the WPCA once completed.

Mr. Gaston reported that the sub-committee working on the tie-in policy and appeals process has reviewed the draft documents and will provide an updated version for the WPCA once completed.

D. Discussion of Public/Business Informational Meetings(s):

- Mr. Morra reported on an informational meeting held in Vernon on May 25, 2010 with the Middle Bolton Lakes Association. The meeting was attended by Bob Morra, David Ignatowicz and Marshall Gaston. A project update was given and a question & answer session was held, mostly concerning Phases 4 and 5.
- A Phase 1 construction job meeting is scheduled for May 27, 2010 at 2:00 PM in the F&J Construction trailer.
- Mr. Morra will look into the need for scheduling public hearings for benefit assessments.

E. Discussion of Next Steps:

It was noted that the BLRWCA will work to complete regulation reviews/revisions, secure easements for Phase 2 and prepare Phase 3 bid documents.

5. **REPORT OF THE CHAIR**

Items were previously covered.

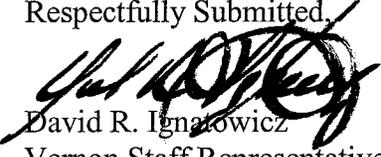
6. **ANY ADDITIONAL MATTERS**

None

7. **ADJOURNMENT**

The meeting was adjourned at 7:45 PM upon a motion made by Dan Wright and seconded by John Ward.

Respectfully Submitted,



David R. Ignatowicz

Vernon Staff Representative

PLEASE SEE THE MINUTES OF SUBSEQUENT MEETINGS FOR THE APPROVAL OF THESE MINUTES AND ANY CORRECTIONS HERETO.