

**THESE MINUTES ARE SUBJECT TO APPROVAL AT THE NEXT WPCA MEETING**  
**REGULAR MEETING WATER POLLUTION CONTROL AUTHORITY**

**TUESDAY, FEBRUARY 15, 2022**

**1. CALL TO ORDER**

Chairman Meehan called the meeting to order at 7:00PM. Present were Ed Meehan, Mark Riggio, Ian McLachlan, and Sam Chorches.

**2. AUDIENCE OF CITIZENS** – Susan Wright was present to discuss the WPCA’s response to her January 21, 2022 questions regarding user cost responsibilities for system maintenance, future cost increases to users if ARPA grant funds are not allocated for requested sewer system projects, and what is the process for cost sharing between system users and the Town. WPCA prepared a written report explaining in detail WPCA’s annual expenditures for required sewer system maintenance and the revenue constraints of operating a small utility with only fifty connected properties. This response was provided to Ms. Wright on February 5, 2022.

**3. APPROVAL OF MINUTES** – Sam Chorches moved that the January 18, 2022, minutes be approved as presented. Seconded by Mark Riggio and unanimously approved.

**4. ARPA UPDATE – DISCUSSION OF PRIORITY ORDER & SUBMISSION TO ARPA ADVISORY COMMITTEE**

WPCA members reviewed its January 11, 2022 memo to the Board of Selectmen listing five requested ARPA projects, with explanation for need, cost estimates, and anticipated insurance payment for the emergency generator repairs. The ARPA Advisory Committee’s, Board of Finance’s, Board of Selectmen’s, and Town Meeting’s approved process was noted as well as the timeline for soliciting contractor bids and Inland Wetland permit approval.

As requested by the ARPA Advisory Committee the WPCA will submit its priority order for each requested project and update the cost estimates. Ed Meehan will prepare the revised ARPA request and submit to the Board of Selectmen to begin the approval process. Members expressed the importance of getting the grant allocation by mid-March to pay vendor invoices for emergency generator repairs, cover incurred costs to date and award contracts for sewer construction work.

Submitted project priority order and cost estimates for WPCA’s first round ARPA allocation :

Project #1 - 45-51 Main Street sewer line and manhole replacement @ (20%)	\$38,678
Project #2 - Repair emergency generator, insurance payment deductible TBD ?	\$1,000
Project #3 – 4 Water Street reline 338 feet sewer pipe to pump station @ (20%)	\$43,485
Project #4 – Pump station emergency generator transfer switch quote	\$14,315
Project #5 – Revise 2006 Sewer Area Map, update and prepare in GIS format	<u>\$1,000</u>
	<b>\$98,478 say \$98,480</b>

## **5. CIRMA INSURANCE PAYMENT FOR EMERGENCY GENERATOR REPAIRS**

Ed Meehan reported repairs to the emergency generator were completed on January 18,2022.

The cost to repair the emergency generator is \$ 6,870. To date CIRMA paid \$5,870, check received February 8,2022, and deposited into WPCA's revenue account. WPCA's deductible obligation is \$1,000. Invoice for load bank test to verify generator working properly is \$1,250, and the standby portable rental cost for November 4,2021 to January 18,2022 is \$6,480. The two invoices total \$7,730, were submitted to CIRMA for payment on February 14,2022. CIRMA will determine their payment and deductible. The deductible payment estimate is \$1,150.

## **6. PAYMENT TO GDL SERVICES,LLC EMERGENCY GENERATOR REPAIRS, JANUARY 18,2022**

Ed Meehan moved the CIRMA insurance payment in the amount of \$5,870, received February 8,2022, and deposited to WPCA revenue account #731 be transferred to WPCA expenditure account # 150 capital non-reoccurring. Seconded by Mark Riggio and unanimously approved .

Ed Meehan moved to approve payment to GDL Services, LLC in the amount of \$6,870, for invoice #2004, dated 1/25/2022, repairs to the emergency generator completed, January 18,2022. Payment will be from WPCA account #150 capital non-reoccurring. Seconded by Mark Riggio. Discussion noting the WPCA has requested ARPA grant funds to cover the \$1,000 deductible cost and upon receipt of ARPA grant this amount should be deposited to account #150 capital non-reoccurring. The motion as noted was voted and passed unanimously.

Ian McLachlan moved in the event CIRMA's payment is received and deposited into WPCA's revenue account #731 before the March meeting, the Chairman is authorized to transfer said insurance payment to WPCA expenditure account # 150 capital non-recurring and to make payments to GDL Services, LLC for the load bank test, \$1,250 invoice #2003, dated 1/25/22; invoice # 10, \$2,160 dated 12/22/21 and invoice #11, \$4,329 dated 1/28/22 for standby portable generator rental use. Discussion noting that any deductible costs should be covered by ARPA funds deposited to account #150 capital non-reoccurring. The motion as noted was seconded by Mark Riggio and approved unanimously.

## **7. JANUARY RESTAURANT AGRU COMPLIANCE**

Dave Campbell at N.L.Jacobson & Assoc. submitted the January report showing all restaurants in compliance with AGRU requirements.

## **8. INFORMATION ITEMS**

Ed Meehan reported that 91 Main Street completed all sanitary sewer connection requirements and will begin user fee payment starting April1,2022.

## **9. ADJOURNMENT**

Motion to adjourn at 8:15PM by Mark Riggio, seconded by Sam Chorches and approved.

Respectfully submitted, Ed Meehan

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