



Town of Burlington

**BURLINGTON
WATER POLLUTION CONTROL AUTHORITY
MEETING MINUTES
Wednesday, November 20, 2019
Burlington Town Hall**

1. **Call to Order** - The meeting was called to order at 7:00 PM. Commissioners present were: Chairman Bill Parente, Paul Bystrak, Eric Eggleston, Charles Lanfair, Jim Grappone and Steve Perry. Also present was Allison Tharau.
2. **Act on the Minutes from October 16, 2019 - Motion** made, seconded and passed unanimously to approve Meeting Minutes of October 16, 2019, as amended, with changing agenda item #2 from septic to sewer and agenda item #2 from in full to current. (Bystrak/Eggleston)
3. **Correspondance:**
 - a. WPCA Expense Report
 - b. WPCA 2020 Meeting Schedule
 - c. Email dated October 23, 2019 from Matthew Jermaine regarding Farmington Treatment Plant
 - d. Email dated October 21, 2019 from Atty Alfred Smith regarding Inter-municipal Agreement.
 - e. Murtha Cullina Invoice #625665- \$250- WPCA approved unanimously. (Bystrak/Eggleston)
 - f. Murth Cullina Invoice #0217076 - \$15,150.25 WPCA Approved unanimously. (Grappone/Bystrak).
4. **WPCA 2020 Meeting Schedule-** brief discussion WPCA approved unanimously to keep meetings on 3rd Wednesday of each month at 7pm.
5. **Citizen Comment** – None
6. **Farmington – Flow Meter-** Electricity is restored and flow meter is functioning. Metering info is now accurate. Commission discussed and will be looking at different options of funding the upgrade. A subcommittee will be formed with WPCA members and BOF member to come up with recommendations of funding.
Discussion of adding additional flow meter. Money put in 2020 budget for an additional flow meter. Commission to draft a list of questions for Farmington with respect to the flow data. Alfred Smith to draft letter to Russ Arnold in Farmington. Invite Atty Alfred Smith to Dec 18th meeting to discuss in Executive Session.
7. **Interoffice Communications Update-** Chairman Parente referred Commissioners to the email dated October 23, 2019 from Matthew Jermine with the 3 links to Farmington Treatment Plant Upgrade information with timeline of project and details of design and implementation.
A discussion on zero call agreement was discussed. A contractor needs to be secured for final sewer inspections, lateral inspections and monitoring of flow meter flume. Contact Scott Tharau, DPW, regarding videoing on lines using excess funds from WPCA budget.



Town of Burlington

8. **WPCA Budget 2020-21**-Commission reviewed budget and agreed to add funds for additional flow meter(\$100,000) and funds to for zero call agreement contractor(\$70,000).
9. **Other Business to come before the Commission**-Finalized letter to Users of the Farmington Sewer System. Letter to be mailed out week of November 25th.
10. **Executive Session-no business**
11. **Motion** made, seconded and passed unanimously to adjourn meeting at 8:40 PM.
(Lanfair/Eggleston)