

TOWN OF LEBANON WATER POLLUTION CONTROL AUTHORITY

Remote Regular Meeting via Zoom

Thursday, February 25, 2021 7:00 pm

Minutes

Members present Gregg Lafontaine (Chairman), David Hartley, Tony Tyler, Harry Anderson

Others present Jason Nowosad (WPCA Field Agent) Patricia Arnestad (Homeowner, 13 Woodland Road), T.J. Benoit, Surveyor, Cathe McCall (WPCA Administrator)

A. Call to order

The meeting was called to order at 7:00 pm by Chairman Gregg Lafontaine.

B. Public Comment - Limit 2 minutes per speaker – Patricia Arnestad introduced herself and indicated she was available for any questions pertaining to agenda item C.

C. Discuss and act upon revised sewer easement for 13 Woodland Road

Homeowner is planning an addition. As a building cannot be located over the easement location the grinder pump must be moved at owner's expense, and a new easement submitted. Surveyor drawing was provided. Mr. Nowosad approves the proposed change. Cathe McCall will send the easement paperwork to Mrs. Arnestad.

Motion made by Tony Tyler to approve the easement change. The motion was seconded by David Hartley. Motion carried unanimously.

D. Minutes

- a. Approval of minutes from December 17, 2020 Regular Meeting

Motion made by Tony Tyler to approve the minutes from the December 17, 2020 regular meeting. Motion seconded by David Hartley. Motion carried unanimously

E. Correspondence Letter from Selectman on 2020-2021 budgets

The Board discussed and agreed that they would keep the 437-account unchanged.

F. Old Business

- a. Update on mandatory connections

Jason Nowosad reported that there have been no changes in this area.

- b. Meter

- i. Status – The meter has been functioning well and the numbers look appropriate. Jason Nowosad will send the Board the January numbers.

- c. System Maintenance

- i. Status
 - ii. System maintenance – discussions with outside agency. Nowosad spoke with Keith Wentworth who has obtained the Jet Truck and is working to put it in working order. Gregg Lafontaine explained that for the first year Wentworth would like to proceed without a contract so that he can determine the need, experience, and costs. Wentworth, Nowosad and Lafontaine will determine a schedule and work parameters.
- d. Hebron
 - i. Updates on meetings/negotiations – No further meetings have been held. Mr. Lafontaine shared the communications and invoices received from Hebron. Chairman Lafontaine will continue to use Flow Estimates based on water use numbers supplied by Connecticut Water to calculate payments to Hebron. No payments will be made on Hebron invoice for back payments without guidance from legal counsel
- e. Remote Evoqua Bioxide monitoring. Discussion about this being additional cost with no projected savings.

Motion made by Harry Anderson to table this item and remove it from the agenda. Tony Tyler seconded. Motion carried unanimously.

- f. System interruption, emergency, or shutdown
 - i. Planning
 - ii. The Board reviewed the proposed communication concerning what to expect and what procedures to follow during a power outage. The document looks good but has a couple of areas that need completion. One such question was who the homeowner should call when there is an issue. Until these items are worked out the document should not be distributed. Our target mail date will be April, so the document will need to be complete and approved at March meeting.

G. Field Agent's Report

- a. FR. Mahoney service call(s) – Nowosad reported on two incidents. Currently there is no backup grinder pump. The target is to have at least one on hand. J. Nowosad is working with Mahoney for a secure location to keep spare grinder pump.
- b. Other service issues / incident reports – The Bioxide delivery driver called shortly prior to coming to ensure that he could get into the area. Mr. Nowosad was able respond and shovel the snow in the area. This had been previously handled by Town Facilities. Lafontaine will discuss this with Kevin Cwikla.

H. Financials

- a. Invoices received – The Board received copies of invoices that Mr. Lafontaine has approved. Ms. Tyler asked if the Bioxide delivery amounts could be used to determine flow. Mr. Lafontaine will reach out to Evoqua to ask about this.
- b. Review of budget reports provided by the town finance office - Account 235 is the operating budget, 236 is used for debt services, and 437 is for operating expenses such as salaries, advertising, printing, etc.
- c. Review financials – The operating budget is in line with what was expected.
- d. Discussion of user rates for April billing – Current rate is \$400 per year. Anticipating additional maintenance and increasing costs from Hebron, Gregg Lafontaine suggested that this amount might be low. He stated that a 5% increase might be in order. Mr. Anderson agreed. Ms. Tyler felt that since another increase could be required later in the year it would be better to increase the rate by 10% now and not have to bump it up twice.

Motion made by Harry Anderson to increase the user rate by 10% for the coming year. Tony Tyler seconded. Motion carried unanimously.

- e. JET Truck funds, status, suggestions from finance dept & auditor – to be taken up under New Business.

I. New Business

- a. Discuss and act on authorizing engagement of the town attorney regarding litigation of Hebron billing.

Motion made by Tony Tyler to engage the town attorneys regarding the litigation of Hebron billing. Motion seconded by Harry Anderson. Motion passed unanimously.

- b. Set User Rates for April Billings by Tax office
Taken up under Financials item d.

- c. Withdraw June 25, 2020 motion *“to authorize a \$10,000 transfer from WPCA account 235 to the town for the purchase, outfitting, and maintenance of a jet truck and flush lines for 2020.”*

Motion made by Tony Tyler to withdraw the June 25, 2020 motion to authorize a \$10,000 transfer from WPCA account 235 to the town for the purchase, outfitting, and maintenance of a jet truck and flush lines for 2020. Motion seconded by Harry Anderson. Motion carried unanimously.

- d. New motion *“Authorizes a \$10,000 transfer from the operating budget portion of Fund 235 to a liability account within Fund 235 for the purchase of a jet truck related to the 19-20 fiscal year”*

Motion made by Tony Tyler to Authorizes a \$10,000 transfer from the operating budget portion of Fund 235 to a liability account within Fund 235 for the purchase of a

**jet truck related to the 19-20 fiscal year. Motion seconded by Harry Anderson.
Motion carried unanimously.**

e. Discuss coming budget year acct 437 request to BOF – Item not discussed

J. Topics for Next Agenda

K. Adjournment

**Motion made by Tony Tyler to adjourn the meeting at 8:01pm. Motion seconded by David
Hartley. Motion carried unanimously.**

Respectfully submitted,
Catherine McCall
Water Pollution Control Authority Admin
Town of Lebanon