



TOWN OF LEBANON WATER POLLUTION CONTROL AUTHORITY

October 26, 2023 7:00 pm -- Regular Meeting

Town Hall Lower Conference Room

MEETING MINUTES

Members Present: Gregg Lafontaine, Jeff Arpin, Riley Leppo

Member Absent: Laurel Hennebury

Others present: Jason Nowosad, Field Agent, Cathe McCall, WPCA Administrator

A. Call to order

Called to order by chairman Gregg Lafontaine at 7:00 pm.

B. Public Comment - Limit 2 minutes per speaker - Jessica Caines inquired about the status of the Board's decision on the home bakery.

C. Minutes

a. Approval of minutes for August 24, 2023 Regular Meeting

Motion made by J. Arpin and seconded by R. Leppo to approve the minutes of the August 24, Regular Meeting. Motion carried unanimously.

D. Correspondence

E. Old Business

a. Update on mandatory connections

- i. G. Lafontaine reported on the status of Tax sale of unconnected properties. No discussion.

b. Field Agents Report

- i. Updated flow reports / system performance / maintenance / service issues
 - Mr. Nowosad outlined the current environment.
 - The board discussed necessary flushing with Mr. Nowosad. They would like to do a section near Cove Rd as it hasn't been done previously and there is a dip in the line in that area.
 - As Hebron does not believe our meter is working properly and there is a chance it may be replaced, the yearly calibration will not be done at this time.

- c. Hebron – Litigation – Mr. Lafontaine described status. He noted that Lebanon has not received bills from Hebron in two months and this should be kept in mind when reviewing financial statements.
- d. Discussion of policy around Cottage Food industries in the sewer district.
 - i. There is no policy to allow Cottage Food industries at this time based on current regulations.

F. New Business

- a. Review WPCA regulations.
 - i. The most recent regulations were created in 2017. Agencies in town are looking at them and how they relate to the regulations of other town departments. Mr. Lafontaine asked the board to review them to become familiar with them for further discussion.

b. Financials

- i. Invoices approved by G. Lafontaine

1. FRMA – 190 Deepwood	493.25
2. FRMA – 162 Deepwood Dr	957.58
3. FRMA – 39 Ryan Ter	863.25
4. FRMA – 310 Deepwood Dr	937.28
5. FRMA – 55 Deepwood Dr	444.33
6. Wentworth Septic Service	335.00
- ii. Invoices requiring approval.

1. FRMA – 134 Deepwood	3,732.00
2. Evoqua Bioxide delivery – (this had been approved by G. Lafontaine prior to this meeting)	4,614.48

Motion made by J. Arpin and seconded by R. Leppo to approve the FRMA invoice for 134 Deepwood Drive for \$3,732.00. Motion carried unanimously.

- c. Review of **October** budget reports provided by the town finance office.

Mr. Lafontaine told the board that the Board of Finance returned ten thousand dollars (\$10,000) to WPCA that was previously set aside for a pump truck.

 - i. Account 235 Amston Lake Sewer User Fees
 - ii. Account 236 Enterprise Amston Lake Sewer Assessments
 - iii. Account 437 Water Pollution Control
- d. Review other financials if submitted.
 - i. Mr. Lafontaine reviewed details of the Operating Budget.

G. Adjournment

Hearing no other business, the meeting was adjourned at 7:52 pm.

Respectfully submitted,
Catherine McCall, WPCA Administrator