

# TOWN OF LEBANON WATER POLLUTION CONTROL AUTHORITY

Remote Regular Meeting via Zoom

Thursday, June 25, 2020 7:00 pm

## Minutes

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

Others Present: Jason Nowosad (Field Agent), Jay Tuttle (Lebanon Department of Public Works), Kevin Cwikla (Lebanon Town Selectman), Cathe McCall (WPCA Administrator)

### A. Call to Order

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

### B. Public Comment - Limit 2 minutes per speaker

No public comment.

### C. Minutes

#### a. Approval of minutes from April 23, 2020 Regular Meeting

**Motion made by T. Tyler and seconded by H. Anderson to approve the April 23, 2020 WPCA Regular Meeting minutes. Motion passed with none opposed.**

### D. Correspondence

Nothing to report

### E. Old Business

#### a. Generator Maintenance

The generators were serviced last year. Maintenance generally consists of an oil change and sometimes carburetor work. J. Nowosad will test them and report outcome at the July WPCA meeting.

#### b. Vacuum release valve flushing

This should to be done on a regular basis and if not, issues may occur. The maintenance is a two-person job which has been a manpower issue to this point. The valve needs to be removed, taken to the shop for cleaning, and reinstalled. Problems also occur when the manhole covers are covered with too much material as the valves do not get the atmospheric pressure needed to operate properly. There are manholes in the street, the holes in the top of which often get clogged - especially on dirt roads.

Two spare release valves have been purchased so that the one needing to be cleaned/ flushed can be replaced with a spare, which then becomes the spare for the next clean.

J. Tuttle discussed the issue of cleaning the Sewer system which consists of a main trunk line with laterals branching off to each road, and onward to individual homes

Mr. Tuttle urges a maintenance schedule be implemented to avoid future issues. Equipment is also needed. Tuttle explained that a Jet Truck is needed. These trucks use pressure through hose lines to force water into the system. Windham is offering Lebanon their backup truck for purchase for the scrap price of approximately \$500. It holds 1000 gallons of water and comes with over 300 feet of hose. It is capable of pumping 3000 PSI but needs maintenance and fittings. The WPCA has attempted to establish a maintenance flushing program over the past year. G. Lafontaine asked if the truck could be used to flush the lines and the answer was yes as long as proper fittings could be affixed to adapt to the various inlets. Lafontaine stated the problems to date have been both the lack of equipment and manpower. K. Cwikla indicated that if the truck is purchased, equipped, and made sound, the manpower for maintenance could come from the DPW. Lafontaine noted that the WPCA could finance the truck and the fittings needed. J. Tuttle indicated he would like to start with a budget of \$10,000 to get the truck in working order. A plan would be provided to the WPCA once the truck was in service.

Lafontaine also asked for an estimate of the valve work. Nowosad will create that and have it ready for presentation at the WPCA July meeting.

J. Tuttle asked how many manholes are located on dirt roads. The answer was approximately six (6) and that the Lake Association would be responsible for maintenance on private roads. Tuttle noted they should be made aware of what is required and their responsibilities. Lafontaine said the WPCA would be willing to communicate what is needed once the requirements were documented and a maintenance schedule is created. J. Nowosad and J. Tuttle will work on that.

#### F. Field Agent's Report

- a. R. Mahoney service call(s)  
There have been a couple of calls – both which appear to be issues caused by normal use.
- b. Other service issues / incident reports  
Nothing other than the valve issue previously discussed.
- c. Report on latest meter read  
J. Nowosad reported that the meter is not currently functioning. It requires cleaning and should be done regularly – preferably every month which has not been done. Right now, we don't have the manpower to do this work. J. Tuttle asked if we could have East Hampton do the flushing for us. J. Tuttle will contact them concerning this, and to understand some of the schedules they employ. Currently we cannot reach out to

the company that installed the meter as it will be assumed the issue is due to the lack of flushing. At the time of installation we were not informed about flushing requirements.

- d. Status and any estimated cost for 2020 flushing schedule  
This issue to be addressed with jet truck and DPW supported flushing schedule. No further discussion on this item.

- e. Inventory of spare grinder pumps and other parts (follow-up to Feb Meeting<sup>[CM1]</sup>)

We have one grinder pump and chamber as backup. Neither Nowosad nor FR Mahony recommend purchasing more, as the guarantee begins when delivered rather than at the time of installation. If a problem occurs, the current spare will be employed and another ordered.

Nowosad again noted that additional Vacuum Release valves have been purchased. He feels two spares are enough.

Nowosad also ordered a grinder pump cover for a homeowner that had reported theirs cracked.

#### G. Financials

- a. Invoices received

Copies of the last month's invoices were provided. As they were all normal bills, G. Lafontaine has already approved them. Another invoice was received this week which has yet to approve. It is an FR Mahoney bill for vacuum valves and fittings which J. Nowosad indicated is correct and reasonable.

**Mr. Anderson made a motion to pay the latest FR Mahony invoice for \$2557.00. T. Tyler seconded. There was no further discussion and the motion passed unanimously.**

- b. Budget and year to date expenditure status

A budget report was distributed on which there were no questions. Lafontaine indicated he will create a financial summary for the current year to be reviewed next month.

#### H. New Business

- a. Discussion regarding Hebron invoicing vacuum release valve flushing

Minutes from a recent Hebron WPCA meeting were shared with the group. As discussed earlier, we are aware there is an issue. Nowosad indicated that Kevin Kelly of the Hebron WPCA would like to have a joint meeting with Lebanon to discuss what is happening. Nowosad believes the first couple of months the meter was installed it was working properly, but Mr. Kelly does not agree. Lafontaine indicated that he thinks it would be good to meet with them and asked if the group was comfortable with him representing them. All agreed. T. Tyler said she would join him. Lafontaine will reach out to Hebron. It was agreed that it is unfortunate this meter issue has re-surfaced.

- b. CT Water database

- c. In the past an annual file was supplied free of charge from the water company to the Lebanon WPCA. Last year we were told that to receive this going forward the charge would be \$125. It was decided to skip purchasing the file for this year.

- d. Discussion regarding purchase of Jet Truck

**A motion was made by T. Tyler and seconded by H. Anderson 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 passed unanimously.**

- I. Topics for Next Agenda  
Nothing noted.

- J. Adjournment

**A motion was made by T. Tyler and seconded by H. Anderson to adjourn the meeting at 8:12 pm. The motion passed unanimously.**

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