

TOWN OF LEBANON WATER POLLUTION CONTROL AUTHORITY

Remote Regular Meeting via Zoom
Thursday, October 22, 2020 7:00 pm

Zoom Meeting

Minutes

Members present: Gregg Lafontaine (Chairman), Tony Tyler, Harry Anderson (joined at 7:11 after approval of minutes), David Hartley

Also present: Jason Nowosad (Field Agent), Catherine McCall (WPCA Administrator), Kelly Lawer (Lebanon Tax Collector)

A. Call to Order

The meeting was called to order by Chairman Gregg Lafontaine at 7:01 pm.

B. Public Comment - Limit 2 minutes per speaker – no public comment

C. Minutes

a. Approval of minutes from September 24, 2020 Regular Meeting

Motion made by Tony Tyler to accept the minutes of the September 24, 2020 Regular Meeting. Motion seconded by David Hartley. Motion carried.

D. Correspondence

E. Old Business

a. Update on mandatory connections

No new connections have been made in the past month. At this time there are eight (8) properties that have not yet pulled permits.

b. Meter

i. Status

Last week Jason Nowosad worked with the DPW to do some line and meter flushing. He found that the meter was functioning properly. He has been documenting with photos and sees no issues. The signal strength was in the high single digits prior to flushing and went way up after it was complete. During the Winter, this activity may be difficult due to line freezing on the truck. Winterization of the truck will start in mid-November and no flushing is expected after that. Ryan Terrace, Kelley's Corner, and the bottom of Deepwood were completed. Manion and Spafford were not due to difficulties accessing the valves. Mr. Nowosad is not overly concerned with these failures as they are downhill runs, though this will need to be addressed at some point. The plan is to continue with flushing in the next month.

Recent meter readings are as follows:

September 1 – 248,735

September 24 – 344,900

October 1 – 319,490

October 15 - 474,091

- ii. Meter monitoring
 - 1. Report on investigation into camera monitoring
Tony Tyler informed the Board what she and Mr. Nowosad has learned. They continue to investigate options and requirements. Nowosad is also following up with Evoqua to see what type of monitoring would be available through them.
 - 2. Other – No discussion
- c. System Maintenance
 - i. Status
Issues pumping 116 Deepwood. Nowosad had a new pump installed but that did not take care of the issue. He believes there is a clog. Wentworth Septic has been out to the site twice already and is expected to return.
 - ii. Documentation of system maintenance requirements for private roads from Jay Tuttle - Nothing to report.
- d. Updates on meetings/negotiations with Hebron
Mr. Lafontaine received an email from Kevin Kelly from Hebron to ask if Lebanon WPCA would meet with them again to try to come to resolution on differences over charges. Lafontaine reviewed former invoices and usage and believes the charges should be an average of 42.25 gallons per household per day. This is based on CT Water Authorities' report of actual water usage. He suggests we negotiate short payments based on this number. The Board agreed this was a good starting point.
- e. Remote Bioxide monitoring – No further discussion.

F. Field Agent's Report

- a. R. Mahoney service call(s) – No further discussion
- b. Other service issues / incident reports – No further discussion
- c. Scheduled Maintenance
 - 1. Backup generators (scheduled for April and October) – No discussion
 - 2. Vacuum release valve flushing (if not done in May) – No discussion.

G. Financials

- a. Invoices received
Review of invoices already approved. There are two (2) FR Mahoney invoices still outstanding. The Board gave Gregg Lafontaine the authority to approve them.

The Board discussed the Town of Hebron's September invoice dated October 20, 2020 for \$9,071.14.

Motion made by Tony Tyler to pay the Town of Hebron's September invoice dated October 20, 2020 in the amount of \$2,568.00, and include a letter as written by Gregg Lafontaine to Kevin Kelley outlining Lebanon's WPCA position on the charges. Motion seconded by David Hartley. Motion carried.

- b. Review of budget reports provided by the town finance office
The Board reviewed the reports provided by the town. There were no red flags based on what was supplied.
- c. Review of proposed budget
The Board is hesitant to propose a budget based on the ongoing questions regarding Hebron charges.

H. New Business

- a. System shutdown
 - i. Planning
 - ii. Communication
WPCA should rewrite a communication to system users as to what to expect and what procedures to follow during a power outage.

Gregg Lafontaine has a copy of the Emergency Response Plan which needs updating. He will bring it to the next meeting.

- b. Billing periods – Clarification thereof
Motion made by Tony Tyler that sewer usage billing periods are as follows: April 1 to September 31, and October 1 to March 31. Motion seconded by Harry Anderson. Motion carried unanimously.

- I. Topics for Next Agenda
Location and review of Emergency Response Plan

- J. Adjournment
Meeting adjourned at 8:14 pm.

Respectfully submitted,
Catherine McCall, WPCA Administrator