

TOWN OF LEBANON WATER POLLUTION CONTROL AUTHORITY

Remote Regular Meeting via Zoom
Thursday, October 19, 2020 7:00 pm

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

Others Present: Jason Nowosad (WPCA Field Agent), Catherine 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 October 22, 2020 Regular Meeting

Motion made by Harry Anderson to accept the minutes of the October 22, 2020 Regular Meeting. The motion was seconded by Tony Tyler. Motion carried.

D. Correspondence – no correspondence

E. Old Business

a. Update on mandatory connections

Jason Nowosad received a call concerning a Call Before You Dig for one of the unconnected properties. No permit has come in thus far.

b. Meter

i. Status – Last week's report shows it's operating properly. One more flush will be done prior to the Winter season.

ii. Meter monitoring

1. Report on investigation into camera monitoring - No update. The Board decided to table this item for now.

c. System Maintenance

i. Status – Flushing continues. Three (3) roads have been completed.

There were issues with another two (2). Ryan Terrace, which has been a problem in the past is done. Mr. Nowosad indicated they are hoping to do two more roads prior to shutting down for Winter. He is working with the Department of Public Works to get this completed.

ii. Documentation of system maintenance requirements for private roads from Jay Tuttle – no discussion.

d. Updates on meetings/negotiations with Hebron – Tony Tyler, Gregg Lafontaine and Jason Nowosad met last week with Hebron. There were discussions of adding an additional meter on the Hebron side to verify the Lebanon numbers, but there was some question from Hebron on how effective it would be. We have asked Hebron to come up with a proposal that would provide some

method of measurement. Tony Tyler noted that during the meeting Lebanon WPCA indicated they were prepared to go into litigation if this issue could not be worked out. There is a possibility of another meeting between the two boards in early December.

- e. Remote Evoqua Bioxide monitoring – We will get an explanation of what is available and the cost.
- f. System interruption, emergency or shutdown –
 - i. Planning - Gregg Lafontaine has been looking into what is needed and has found that the Emergency Response Plan and Vulnerability Assessment document needs updating. He will work with an outside agency to update the current version. It should be revised every three (3) years.
 - ii. Communication concerning what to expect and what procedures to follow during a power outage – Jason Nowosad and Cathe McCall will work on creation of this document.

F. Field Agent's Report

- a. R. Mahoney service call(s) – 116 Deepwood is complete. Jason Nowosad worked extensively with Wentworth Septic Service to fix the issues that were occurring. It looks like the problem was caused by a combination of grease and wipes. Gregg Lafontaine and Cathe McCall will create a letter regarding responsibilities of the homeowner going forward.
- b. Other service issues / incident reports – Mr. Nowosad suggested that we create some sort of lock box in which a spare grinder pump can be stored for use by FR Mahoney when necessary. He will investigate obtaining the lock box.
- c. Scheduled Maintenance
 - 1. Backup generators (scheduled for April and October) – Mr. Nowosad indicated that the generators are in good working order.
 - 2. Vacuum release valve flushing (if not done in May) – no discussion.

G. Financials

- a. Invoices received – Review of invoices that have come in over the past month. Mr. Lafontaine is questioning one of the charges for Bioxide delivery. Cathe McCall to get Mr. Nowosad information on recent deliveries.
- b. Review of budget reports provided by the town finance office – Mr. Lafontaine has put in a request for a trial balance report.
- c. Review of proposed budget – no discussion.

H. New Business

- a. Review of Emergency Response Plan – no further discussion
- b. Mailing of communication or proper usage of the sewer system – Cathe McCall and Gregg Lafontaine to work on creation of this communication and plan to communicate with new homeowners in the future.

I. Topics for Next Agenda – no items identified

J. Adjournment

Meeting adjourned at 7:59 pm.

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