

Town of Lebanon
WATER POLLUTION CONTROL AUTHORITY
Town Hall – Lower Level Conference Room
Regular Meeting
Thursday, April 25, 2019 – 7:00 PM

MINUTES

1. Call to Order – C. Morris-Scata, Chairman, called the meeting to order at 6:59 p.m.
Members Present: Chairman, C. Morris-Scata, Treasurer, S. Farrick, H. Anderson, G. Lafontaine, D. Hartley

Staff Present: C Ely-DeCarlo, Administrator

Absent: J. Nowosad, Field Agent
2. Correspondence
Discuss and Act Upon Correspondence Received
 - 2.1 Board of Selectman vote to re-appoint G. Lafontaine as a member of the WPCA Board - C. Morris-Scata informed members Board of Selectman approved re-appointment of G. Lafontaine as a member of the WPCA Board, term to expire May 1, 2022.
 - 2.2 Waller, Smith & Palmer Correspondence – C. Morris-Scata noted letter was sent to Waller, Smith & Palmer as requested at the March 28, 2019 meeting. Waller, Smith & Palmer responded to letter requesting to attend the next WPCA meeting to discuss issues raised. Board agreed to add Waller, Smith & Palmer to the May 16th meeting agenda. C. Morris-Scata noted this business would be conducted under Executive Session.
 - 2.3 Request received from V. Calvert, Finance Director, to complete Annual Financial request from USDA. C. Ely-DeCarlo emailed copy of last year's report to S. Farrick and C. Morris-Scata. S. Farrick will continue to work on completion of the report.
3. Minutes
Discuss and Act Upon:
 - 3.1 Approving the Minutes from March 28, 2019 Regular Meeting – H. Anderson moved to approve the Minutes from the March 28, 2019 Regular Meeting. D Hartley seconded. Motion unanimously approved.
4. Field Agents Report
Discuss and Act Upon:
 - 4.1 Service Issues – Field Agent J. Nowosad absent. S. Farrick noted there was one invoice received from F. R. Mahony for a service call at 100 Deepwood Drive. Invoice indicated that this was not a grinder pump issue. S. Farrick suggested J. Nowosad contact F. R. Mahony for additional information on this service call.
 - 4.1.1 F. R. Mahony Service Call(s) – No other invoices received.
 - 4.1.2 Other Service Issues – No other issues reported.
 - 4.1.3 Flow Meter – Recorded Flows – No report.
 - 4.1.4 Flow Meter – Replacement - Installation Date, and Fee (Magnetic Meter Replacement) – C. Morris-Scata explained that she spoke to P. Santoro and he is meeting with J. Nowosad on Tuesday, April 30, 2019 regarding replacement of flow meter. C. Morris-Scata noted that D. Hartley also provided a name of a possible vendor.

4.1.5 Flushing Schedule & Costs – No report.

5. Financials

Discuss and Act Upon:

- 5.1 Treasurer's Report – S. Farrick presented members with a copy of the Invoice Approval Summary Report and provided an overview of the report. A brief discussion was held on invoices received from the Town of Hebron WPCA. S. Farrick reviewed account 235, 236, and 437.
- 5.2 Invoices Received (Mahoney, Evoqua, Others) – No other invoices were presented for approval.

6. New Business

Discuss and Act Upon New Business

- 6.1 New Sewer Applications Received – C. Ely-DeCarlo noted there were no new sewer application were received.
- 6.2 Incident Reports – None to report.

7. Old Business

Discuss and Act Upon Old Business

- 7.1 F. R. Mahony Contract – C. Ely-DeCarlo stated F R. Mahony indicated they would like to continue the current contract (expiring June 30, 2019) and extend as is for the next contract period. A discussion was held on the possibility of adding a form addendum to the extension requesting that Field Agent, J. Nowosad, be contact for standard calls prior to dispatching service technician. C. Ely-DeCarlo will ask J. Nowosad to speak to E. Hess, F. R. Mahony regarding this request.
- 7.2 Evoqua Contract – C Ely-DeCarlo presented contract information received from Evoqua regarding service and rate charges for 2019-2020. Evoqua also included information VaporLink Demo unit. C. Morris-Scata noted that a demo would be ok, however, the Board previously discussed the possibility of installing the VaporLink monitor and decided it was not cost effective to install for our system. S. Farrick provided member with bioxide usage for the year.
- 7.3 Update on 52 Lakeview Heights – Rock Removal – C. Ely-DeCarlo noted J. Nowosad met with P. Records to determine which rocks need to b removed. J. Nowosad will move forward with getting the rocks removed. J. Nowosad indicated that a private vendor will need to be hired to remove the rock. C. Morris-Scata will follow up with J. Nowosad to confirm removal of rocks and determine who will be doing the removal.

8. Topics for Next Agenda – Waller, Smith & Palmer, F. R. Mahony Contract, Evoqua Contract, Standard Topics

9. Adjournment – S. Farrick moved to adjourn the meeting a 7:34 p.m. Motion seconded by G. Lafontaine. Motion unanimously approved.

Respectfully Submitted,
Cheryl Ely-DeCarlo, Administrator
Water Pollution Control Authority