

Town of Lebanon  
WATER POLLUTION CONTROL AUTHORITY  
Lebanon Town Hall  
Thursday, May 8, 2014 – 7:30 p.m.

REGULAR MEETING  
MINUTES

Members Present: Yaw Nsiah, Acting Chairman, Steve Farrick, Bill Ingalls

Absent: David Martin

Staff Present: Brenda Bennett, WPCA Clerk

1.0 Call to Order: The Regular Meeting was called to order at 7:36 p.m. by the Chairman.

2.0 Public Comment: 1) Ken Lavoie, 501 Deepwood, application for sewer connection and bedroom expansion; 2) Ron Niemczyk, 33 Kelley's Corner, stone paver project; 3) David Ludecke, 36 W. Woodland, proposed 8'x10' shed on property.

3.0 Approval of Regular Meeting Minutes of April 24, 2014 Regular Meeting:

Moved by B. Ingalls and seconded by S. Farrick to approve the Regular Meeting Minutes of 4/24/14 with the following correction: 1) Section 8.5 change "Agent's " to "**Agent**". Motion unanimously approved.

4.0 Correspondence –

4.1 Resignation Letter dated 5/2/14 from Brandon Handfield.

4.2 25 W. Woodland, email and photos dated 5/2/14 from B. Handfield – response to complaint from owner to investigate the sink hole developing as a result of the sewer project. On 5/2/14 B. Bennett contacted the contractor, Earthworm Construction and was informed that due to inclement weather it was not possible to spread loam and seed. When weather conditions approve, the situation will be repaired.

4.3 519 Deepwood Drive, email dated 5/5/14 from B. Handfield regarding a cracked grinder pump cover. B. Handfield contacted WRT and was told there would be a cost associated for the replacement cover and they are available for purchase. The contractor and homeowner have been contacted with this information.

5.0 Project Update –

5.1 CBYD (Call Before You Dig) paperwork was completed by the Public Works Director and will be sent via fax on Friday, 5/9/14 to be on the list for the next week.

5.2 295 and 301 Deepwood Drive; On 5/8/14 B. Bennett received a telephone call from Public Works Director regarding an emergency. The homeowner of 295 Deepwood reporting water bubbling up in the middle of the road. After responding to the call, B. Handfield reported he opened the valve in the road hoping to remedy the situation. He would check back in the morning to see if the system may have just been airbound. B. Bennett reported 301 Deepwood Drive had just recently connected to the sewer system. It may be necessary to retain emergency services of a contracted to dig up the road and make any necessary purchases. Update to follow for next meeting.

## 6.0 Application Review –

6.1 David Ludecke, 36 W. Woodland Road, application for 8'x10'shed. The homeowner is present and stated the 8'x10' shed will be stick built at the back of the house and is not located anywhere near the Easement. The Commission approved the application.

6.2 Ron Niemczyk, 33 Kelleys Corner – requesting the Commission's verbal approval to place stone pavers off the existing deck and around driveway area. The homeowner will protect the grinder pump with a circle of pavers and plantings. The Commission had no concerns and approved the proposed activity. The Commission requested the homeowner to submit a corrected as-built drawing of the location of the cleanout, applicant agreed.

## 7.0 Old Business –

7.1 501 Deepwood Drive, Kenneth Lavoie; extension of existing 2 bedrooms and bathroom. The applicant is present and stated the proposed activity is outside of the Easement area and proposed activity is at the back of the house with the a driveway off of Lakeview Heights. The existing 2 bedrooms and bathroom will be extended 8' and is also constructing a 24'x48' garage outside of the Easement area.

7.2 Sample RFQs – B. Ingalls provided samples of the RFQ for the Maintenance of the sewer mains and a Flushing Procedure of all the mains. A printout of the Properties by Branch (off Deepwood) and an overlay map provided by Fuss & O'Neill showing the valve and cleanout locations will be provided for the RFQ purpose. This will be an item for approval at the next Regular Meeting.

## 8.0 New Business/Action Items:

Moved by B. Ingalls and seconded by D. Martin to pay the following bills:

8.1 The Norwich Bulletin, \$226.36 (Account #437-000-Legal Notices)

8.2 Town of Hebron, \$1,678.11 (Account #235-000-5398)

Motion unanimously approved.

9.0 Treasurer's Report –

9.1 B. Ingalls provided a Treasurer's Report of the account balances for #437, #235, #236; bill submittals and FY 2014 3Q Reconciliation.

10.0 Topics for Next Agenda: Invite Waller, Smith & Palmer to discuss the Order to Connect plus penalty fees; schedule for Order to Connect; request paving at 67 Ryan Terrace/Deepwood Drive by the town.

11.0 Moved by S. Farrick and seconded by B. Ingalls to adjourn the Regular Meeting at 9:35 p.m. Motion unanimously approved.

Respectfully Submitted By,  
Brenda Bennett, Clerk

May 20, 2014 (*Minutes are unapproved as of transcription date.*)