

Town of Lebanon
WATER POLLUTION CONTROL AUTHORITY
REGULAR MEETING
Town Hall – Upper Conference Room
Thursday, November 16, 2017 – 7:00 PM

MINUTES

Members Present: Chairman, C. Morris-Scata, Treasurer, J. Bendoraitis, H. Anderson

Members Absent: D. Hartley, S. Farrick

Staff Present: C. Ely-DeCarlo, WPCA Administrator, J. Nowosad, WPCA Field Agent

Other Present: Residents, J. Tuttle, Highway Foreman, and Ekaterine Tchelidze, Reporter Willimantic Chronicle

1.0 Call to Order Regular Meeting – C. Morris-Scata, Chairman called the meeting to order at 7:00 p.m.

2.0 Public Hearing – C. Morris-Scata welcomed everyone to the meeting.

2.1 A proposal to reduce User Fee Rates from \$657.00 per annum to \$400 per annum for property owner(s) within the Lebanon Amston Lake Sewer District in Lebanon, CT. – C. Morris-Scata read the proposed rate change. J. Bendoraitis provided a handout to those in attendance and explained the reasoning for the proposed rate change. An audience member questioned, if the delinquent numbers were reduced, would that help reduce the costs of the fee? Would the fee need to be revisited every year? J. Bendoraitis answered that number delinquents would have an effect on the fee and that the WPCA does not want to revisit the rate every year. Consideration was given to these factors prior to proposing the fee change. Another audience member question was presented; Are you confident that Hebron will keep their rates constant? J. Bendoraitis stated that WPCA attends meetings when Hebron budgets for their rates. We don't believe Hebron would have an immediate increase. C. Morris-Scata noted the sewer system is a five member-town system – towns have different types of systems and bill differently. J. Bendoraitis noted that it is difficult to compare rates due to the differences in systems such as pressurized systems vs gravity flow systems. What we have proposed seems fair since we are trying to maintain the system and reduce user fees. B. and L. Wagner, 204 Deepwood Drive introduced themselves and stated that initially they were told that seasonal people would pay a different rate and that did not happen. On the pump replacement reserve, you estimate that it would place approximately 10% of the pumps (as the pumps start to break down). Since they all went in at the same time, year-round residents will be using the pumps more than seasonal people. J. Bendoraitis explained that \$69,300.00 has been set aside to cover replacement of 10% of the pumps. Linda Wagner stated that seasonal people were told that they would pay 70% of the fees, that did not happen. C. Morris-Scata explained that WPCA made a commitment to maintain the systems (grinder pumps) so the money would be available. J. Nowosad explained that service issues are higher for seasonal users than year-round users' due to lack of use. J. Bendoraitis explained the history of fee charges from the Town of Hebron including the reduction in fees for 2017. L. Wagner asked what

percentage of residences are year-round vs seasonal? J. Nowosad stated WPCA is working on establishing such a list. J. Tuttle asked if the Bioxide Station was included in the possible maintenance or catastrophic maintenance? An audience member questioned how a resident would know if a private pump malfunctioned? J. Nowosad indicated that an alarm would sound and the homeowner would contact F. R. Mahony (current service contractor). J. Bendoraitis noted that we have two avenues to address that; one is our Field Agent and one is F. R. Mahony who is on retainer to repair our pumps. Follow up question from the audience asked if WPCA has had failures to date? J. Nowosad responded that we have and that some were results of abuse to the system noting kitty litter, etc. A lot of service calls are due to the pump station losing its prime from lack of use. The pumps then have to be reset. J. Bendoraitis noted that we have had service issues. C. Morris-Scata inquired if there were any other questions or concerns. None were noted. C. Ely-DeCarlo indicated that no public comments or questions were received by the WPCA.

- 2.2 A proposed amendment to Article 8 of the Town of Lebanon Regulations for Use of the Lebanon Municipal Sewer System – C. Morris-Scata read the existing Article 8 and the proposed Article 8. C. Morris-Scata explained the reason for the change. Abuse to the system results in an \$850.00 service call from F. R. Mahony. With the proposed Article 8, WPCA would have it within their power to charge for repeated service calls. The cost could be up to \$850.00. C. Morris-Scata noted hopefully we won't have to use the fees, but without the regulations we can't charge the fee. WPCA is trying to be proactive and noted the penalty fees of area towns were reviewed. Some towns are more stringent than ours right now. This charge would be for users who repeatedly abuse the system; it is not a "got you". Majority of people in our program have been very cooperative hooking up to the system when they were supposed to and being responsible in terms of paying their fees etc. but we feel it is important to have this regulation in place for those individuals who may not be so cooperative and may be potentially causing an issue that would eventually result in us having to raise fees which we don't want to. J. Bendoraitis noted the financial concern and explained the costs for service calls. L. Wagner asked, presuming this passes, will there be some way to notify everyone since everyone is not here tonight? C. Morris-Scata stated that the information was already on our website. J. Bendoraitis stated that if it is adopted, the regulations would be amended and that WPCA has legal requirements in terms of posting what the commission adopts. L. Wagner suggested the changes be mailed with the new tax bills. C. Morris-Scata and J. Bendoraitis noted that was a good idea. J. Tuttle asked if the costs for the Field Agent responding to calls and related expenses were considered as part of the overall rate change? J. Bendoraitis stated that it has been considered. J. Tuttle noted the difference in costs of a service call having the Field Agent take the call vs. F. R. Mahony. J. Bendoraitis noted that was one of the reasons WPCA noted up to the contracted amount, currently \$850.00. A brief discussion was held on this process. An audience member questioned the regulation for those who have not hooked up yet. C. M Scata stated that WPCA has discussed whether or not they should penalize people who at this point have still haven't hooked up or not. We have been trying to be not punitive and for the most part people have responded to that approach. That may be something that we want to revisit again. J. Nowosad noted that the majority of not connected are vacant and/or not inhabitable. Many have been coming on line. Any properties with work being performed must comply with WPCA requirements. New installs will be the responsibility of the new owner. L. Wagner asked, "so the pumps aren't there? Are they physically there but not connected from the house to the grinder

pump? J. Nowosad note that some of them aren't there. Follow up by L. Wagner, questioning where the idle pumps would still work. J. Nowosad stated those pumps will require a start-up. C. Morris-Scata asked if there were any other questions or concerns. None were noted. C. Ely-DeCarlo stated that no comments or questions were received by WPCA.

C. Morris-Scata closed the Public Hearing portion of the meeting.

3.0 Minutes

Discuss and Act Upon:

- 3.1 Approving the Minutes from the October 23, 2017 Regular Meeting – J. Bendoraitis moved to approve the minutes from the October 23, 2017 Regular Meeting. H. Anderson seconded. Motion unanimously approved.

4.0 Field Agents Report

Discuss and Act Upon:

- 4.1 Service Issues – Field Agent J. Nowosad stated there have been no major service issues. There was one F. R. Mahony call for intermittent alarm which was reset with no further issues.
- 4.2 Manholes Located at Amston Lake – J. Nowosad noted that manhole covers are on hold due to additional paving issues. J. Tuttle, Highway Forman, referred to our last meeting when we talked about repairs to the roadway that he thinks are necessary in the immediate future. Otherwise, we may have other issues come up. WPCA has gotten quotes for manhole repairs in these areas. J. Tuttle approached a couple different companies (vendors that the town has dealt with), and provided copies of two quotes for completing repairs to road depressions and manholes. J. Tuttle stated it would be prudent to look at roads and preservation and provided an explanation of the process for making the repairs. J. Tuttle also noted that he had received quite a few calls and concerns about what could be done about the roads. He is concerned about the depressions which are getting worse and it is also impacting the condition of the road edges which are starting to break up as well. There are many areas that need to be addressed. J. Tuttle's proposal is to look at repairs and preservation. What he asked of the two companies provided proposals to mill out approximately 1 ½" in these areas and then repave them. Basically, it is a time and material type job. There are a good 35-40 spots that need immediate repair. The proposals were reviewed and a discussion was held on this process as well as funding for the project. C. Morris Scata asked if these road repairs would also take care of the manhole issues. J. Tuttle stated that what he is proposing to take care of the manhole covers at the same time. J. Tuttle also questioned where the responsibility falls between the WPCA and the town as far as the issues with the installation of the system that was done many years ago and the settling that is going on. Since this work was done before his time he does not know what the agreements were or who was in charge. He also stated that there is an issue going on that needs to be addressed. The compaction that was done on the system prior to paving wasn't done. It was not a proper compaction which is why all these trenches are settling. A brief discussion was held on the bond process for permits and the fact that this work was completed five years ago. J. Tuttle stated that this is something that was definitely overlooked, and now it is an issue. Beyond the road repairs there is some shimming that would need to be done which would come under the town and then he would be looking at preservation which would be the chip seal. Then a

year to two years out from there, we're looking at crack sealing. J. Tuttle noted road work that had been completed by the Town of Hebron. If you delay repairs too long then you get into an overlay situation, then the cost goes way up and you're looking at doing a lot of driveway aprons. A lot of the homes at the lake are below grade (below the roadway) so doing an overlay is almost out of the question because it would raise the elevation of the roadway too high. So really you would be looking at a milling operation-reconstruction. J. Tuttle noted he has the two proposals and his estimation is around \$50,000 to \$60,000 to complete the repairs. J. Bendoraitis questioned if the bid amount we received for manholes repairs would be reduced to approximately \$5,000 by combining with the road repairs. A discussion on financial responsibility for these repairs was conducted. C. Morris-Scata asked if the 5 manholes are in the 35 – 40 areas that need to be repaired. J. Tuttle confirmed that they were. He also noted there is a problem with icing in those area because water is retained. There was a definite failure here with the inspections. C. Morris-Scata noted that we have a proposal for \$21,000 and one for \$37,000 per week of work with an estimated 2 weeks of work overall. J. Bendoraitis confirmed with J. Tuttle that the work would not be able to be done until springtime. J. Tuttle noted that he would be looking to get this work done in Spring. Once that work is done then the Town can do any shimming that we need to do. There is also trunk line work that needs to be done. The additional paving that needs to be done to take care of the rutting as you drive comes under what we would be doing. There is expense to the town in additional work before we even get to put a preservation coat on it, the chip seal. C. Morris-Scata stated that she is not ready to make that decision tonight. J. Bendoraitis asked J. Tuttle when he would need to know WPCA'S decision in order to get started with the work in the Spring. J. Tuttle said he would need to know after the holidays and that he currently has two proposals and could get a third. He did approach a couple others, but they just couldn't get the information back in time for the meeting or chose not to. J. Bendoraitis stated that the WPCA has acknowledged the manhole repairs are the responsibility of the WPCA, but, we would probably want to go out with a combined bid changing the specs to say that it's manholes and road cuts. And then look at who is paying for what and how we divide that cost. C. Morris-Scata stated that she would like to have a little more information and requested J. Tuttle obtain a third proposal so that we have three proposals to look at. J. Bendoraitis and J. Tuttle noted that this is a time and materials type job so it is difficult to put a hard number on the job. J. Bendoraitis recommended that we put this topic on the December agenda. C. Morris-Scata noted by that time J. Tuttle should have more information on the combined bids.

4.3 Street Repairs – Discussed above with Manholes at Amston Lake

4.4 Storm Preparedness – J. Nowosad discussed issues that occurred after the last storm. He also noted that he purchased a 50' whip (10 gauge, 4 wire) generator cord set. Only 12 homes were pumped out. J. Nowosad noted there was no way of knowing who at Amston Lake had wells, were on city water, or had generators. J. Nowosad contacted CT Water Company to obtain a list of individuals who have CT Water. These homes may need to be pumped out in the event of an extended power outage. People on wells would not be an issue as they would not be able to pump water without power. The possibility of sending out a survey to individuals on the CT Water Company list to see who lives in their home year-round and whether or not they have a generator was discussed. This information would assist the Field Agent since it is not possible to visit every home during a storm. Further discussion was held on calls received during the storm and contingency plans for future storms. J. Nowosad

stated he would like to have a list of people who might require service during a storm. WPCA needs to make sure residents know that if they need service during a power outage, that they should call the WPCA number and we should talk about getting the WPCA number (during emergencies only) forward to Nowosad's cell phone. J. Bendoraitis noted that we would need to revisit that information often as it would become outdated very quickly. J. Nowosad stated that was the reason for the phone number, so every would know who to call. J. Bendoraitis also noted that was part of the awareness that if your power is off, there is potential for an issue. C. Morris Scata noted that some of the other towns have "Frequently Asked Questions" on their website to reinforce the fact that if you don't have power, your grinder pump isn't going to work. J. Bendoraitis asked J. Nowosad to check with the Tax Collector and find out when the bills go out. J. Nowosad stated that the Tax Collector does not stuff the bills so there would be a little lead time if we wanted to include items with that mailing. J. Bendoraitis noted that we could discuss this further at the December meeting. J. Bendoraitis requested that J. Nowosad and C. Ely-DeCarlo work on developing a draft communication to educate and solicit collection of the information that will assist the Field Agent during a storm. C. Morris-Scata suggested that we could make it a double sheet; one side with the new regulations and the other with the information that the Field Agent needs. J. Bendoraitis noted that along with that the suggestion was made earlier to include regulation change and banned substances list. If the resident doesn't have a magnet, they can refer to the website for the list. J. Nowosad stated Lebanon Life is also another avenue to get the information to the residents.

5.0 Financials

5.1 Invoices Received – Invoices received and submitted for payment were noted.

5.1.1 F. R. Mahony invoice #SL3565 in the amount of \$850.00 – J. Bendoraitis moved to approve F. R. Mahony invoice #SL3565 in the amount of \$850 for service call at 13 Woodland Road. H. Anderson seconded. Motion unanimously approved.

5.1.2 Waller, Smith & Palmer invoice #64787 in the amount of \$165.00 – J. Bendoraitis moved to approve Waller, Smith & Palmer invoice # 64787 in the amount of \$165.00. H. Anderson seconded. Motion unanimously approved.

5.1.3 Other Invoices – J. S. Sabo Electrical Services invoice E1-188296 in the amount of \$200.00. J. Bendoraitis moved to approve J. S. Sabo Electrical Services invoice in the amount of \$200.00. H. Anderson seconded. Motion unanimously approved.

6.0 New Business

Discuss and act upon:

6.1 No new business to act upon.

7.0 Old Business

Discuss and act upon:

7.1 A proposal to reduce User Fee Rates from \$657.00 per annum to \$400.00 per annum for property owner(s) within the Lebanon Amston Lake Sewer District in Lebanon, CT – J. Bendoraitis moved to adopt the new User Fee Rate of

\$400.00 per annum for property owner(s) within the Lebanon Amston Lake Sewer District in Lebanon, CT. H. Anderson seconded. Motion unanimously passed.

- 7.2 A proposed amendment to Article 8 of the Town of Lebanon Regulations for Use of the Lebanon Municipal Sewer System – J. Bendoraitis moved to adopt amendment to Article 8 of the Town of Lebanon Regulations for Use of the Lebanon Municipal Sewer System. H. Anderson seconded. Motion unanimously approved.

J. Bendoraitis moved to add Tax Sale Information to the agenda. H. Anderson seconded. Motion unanimously approved.

- 7.3 Tax Sale Information – J. Bendoraitis explained Tax Collector tax sale for properties in arrears. Property at 71 Lakeview Heights was included in the last tax sale. This property was not connected and assessment had not been paid. Property did not sell at a high enough price to cover all outstanding real estate taxes and delinquent WPCA assessments and therefore we incurred a \$2,282.32 loss on assessment, \$232.83 interest. Information only, no action taken.

- 8.0 Topics for Next Agenda – Standard Topics, USDA Repayment-Extra Payment, Road Repairs, Budget,

- 9.0 Adjournment – J. Bendoraitis moved to adjourn the meeting at 8:26 p.m. Motion seconded by H. Anderson. Motion unanimously approved.

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

Please see the minutes of subsequent meeting for the approval of these minutes and any corrections hereto.