

Town of Lebanon
WATER POLLUTION CONTROL AUTHORITY
Fire Safety Complex
Thursday, March 26, 2015 – 7:30 p.m.

REGULAR MEETING
MINUTES

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

Absent: David Martin

Staff Present: Brenda Bennett, WPCA Administrator

1.0 Call to Order: The Regular Meeting was called to order at 7:38 p.m. by the Chairman.

2.0 Public Comment – none.

3.0 Approval of Regular Meeting Minutes, 2/26/15. Moved by B. Ingalls and seconded by S. Farrick to approve the 2/26/15 Regular Meeting Minutes as presented. Motion unanimously approved.

4.0 Correspondence –

4.1 CAWPCA Annual Spring Workshop, Friday, May 8, 2015 – The Chairman will attend, registration fee is \$50.00 to be paid from Account #437-5210.

4.2 Lou Landino, 36 Ledge Road – The homeowner called the office in the fall of 2014 before leaving for Florida. He stated concerns with the condition of his property after Hubble Construction completed the installation of the grinder pump and no one had been back to make the repairs. He stated he had an immaculate lawn and the area around the grinder pump was not put back to its original condition. At the request of the Commission, the Field Agent went out to the property and reported he would leave a bag of grass seed but, this was the extent of the work to be done. The homeowner is not satisfied with the bag of grass seed and would like someone to come back this spring and he will be back in Connecticut in May, 2015. The Commission agreed, as they did in 2014, the construction project is closed and had this been reported at the time of construction the matter would have been corrected by Hubble Construction. Unfortunately, the construction project is closed and there are not funds to hire someone to bring the property back to original condition. The matter is closed.

5.0 Field Agent's Report – Amston Lake Monthly Flow Summary 12/2/13-3/2/15, average daily amounts are slightly down from last year but typical for this time of year. The bioxide levels will be checked again just before the July 4th weekend.

6.0 Application Review – none.

7.0 Old Business –

7.1 Park Road Storage Shed –Field Agent’s recommendations for expenditures was reviewed and discussed. B. Ingalls has spoken to Norman St. Jean at USDA as requested and stated the Commissions’ “use” for the remaining Construction Funds. The Commission will request the Field Agent to provide an estimate for the apron and shoulder repairs to 67 Ryan Terrace and 36 Lakeview Heights as the priority and cannot exceed \$5,300. The work in Phase 2 (engineering services) with Aeschliman Land Surveying (\$3,800) and Wentworth Civil Engineers (\$2,950) will be tabled. The Commission will opt to rent a monthly storage unit locally to avoid the Phase 2 engineering expenditure at this time.

7.2 Review Field Agent suggested expenditures for Acct #229 – Tabled to the next Regular Meeting to review storage unit quotes and parts quote from WRT and Evoqua (grinder pumps, valves, pipe, misc. equipment).

8.0 New Business/Action Items –

8.1 Discuss and Act on USDA Loan Prepayment from Fund 236 Enterprise Fund - Assessment fees – B. Ingalls provided a USDA Loan Analysis and the matter has been tabled to the next Regular Meeting when the full Commission can review, discuss and act on the matter.

8.2 Discuss and Act on Penalty Fee for new connections – A draft letter prepared by the Administrator was read aloud for comments and review. The proposed letter will be sent to the remaining property owners that have failed to file a Sewerage Connection Application and/or have failed to finalize their sewerage connection. There are approximately 66 residents who have failed to connect as of this date. The Commission approved the reading of the “draft” letter and the letter be mailed by the end of the week.

8.3 Town of Hebron, 3/11/15, February Usage, \$780.53 – Moved by Y. Nsiah and seconded by S. Farrick to approve payment from Acct #235-5398 in the amount of \$780.53. Motion unanimously approved.

8.4 Waller, Smith & Palmer, P.C., 2/28/15, Bill No. 58049, \$382.50 – Moved by Y. Nsiah and seconded by S. Farrick to approve payment from Acct #235-5468 in the amount of \$382.50. Motion unanimously approved.

8.5 Request from Collector of Revenue – Release of Assessment – The town attorney has been asked to prepare a Release for the Collector which will be provided to owners upon payoff of their Benefit Assessment. A “draft” of the document is not available for the Commissions’ review at this time and the item will be tabled to the next Regular Meeting.

- 8.6 Feedback from BOF review of WPCA accounts on March – The Chairman and B. Ingalls attended the BOF meeting in March. An estimate of the 2015-16 Enterprise 235 Fund was provided for their review. The BOF had no further questions with the WPCA budget as presented.
- 9.0 Treasurer's Report – Reports were reviewed from Accounts #437, 235, 236; reports have been provided to the Finance Director as requested for account reconciliation.
- 10.0 Topics for next Agenda – Standard agenda items.
- 11.0 Adjourn Regular Meeting – Moved by S. Farrick and seconded by B. Ingalls to adjourn the Regular Meeting at 9:05 p.m. Motion unanimously approved.

Respectfully Submitted By,

Brenda Bennett, Administrator

March 31, 2015(*Minutes are unapproved as of transcription date.*)