

Town of Lebanon
WATER POLLUTION CONTROL AUTHORITY
Town Hall Lower Level
Thursday April 28, 2016 – 7:30 p.m.

REGULAR MEETING MINUTES

Members Present: Yaw Nsiah, Chairman, Bill Ingalls, Steve Farrick, and John Bendoraitis

Absent: David Hartley

Staff: Cheryl Ely-DeCarlo, Administrator, Jason Nowosad, WPCA Field Agent

1.0 Call to Order – The Regular Meeting of the WPCA was called to order at 7:48 p.m. by Chairman, Yaw Nsiah.

2.0 Public Comment – J. Peterson presented his plans for reconstruction of property located at 418 Deepwood Drive. Moved by B. Ingalls and seconded by S. Farrick to approve reconstruction of property located at 418 Deepwood Drive contingent on maintaining same footprint as existing structure and obtaining Surety Bond naming the WPCA – Town of Lebanon as the Bond Certificate Holder in the amount of \$5,000.00. Motion unanimously approved.

3.0 Minutes

3.1 Approval of Special Meeting Minutes – 4/11/2016. Moved by J. Bendoraitis and seconded by B. Ingalls to approve the 4/11/2016 Special Meeting Minutes. Motion unanimously approved.

4.0 Correspondence

4.1 No correspondence.

5.0 Financials

5.1 Treasurer's Report – B. Ingalls presented the Treasurer's Report providing an update on Accounts 235, 236 and 437 and noted bills submitted for payment in April 2016.

5.2 An invoice in the amount of \$827.50 was submitted for payment to Jason Nowosad, WPCA Field Agent. Motion was made by J. Bendoraitis to approve payment of invoice from J. Nowosad totaling \$827.50. Motion seconded by S. Farrick. Motion unanimously approved.

6.0 Field Agents Report – J. Nowosad, Field Agent, provided an update on the flow meter which is functioning property. Flow meter will be checked again at the beginning of May to ensure functionality. J. Nowosad requested WPCA purchase a profession snake for his use. Purchase was authorized.

7.0 New Business

7.1 Election of new Treasurer – This item was tabled until the next WPCA meeting.

- 7.2 Goldi-Locks storage unit-contract expires June 30, 2016 – Storage unit will be closed and WPCA Administrator will return keys to unit. WPCA Administrator will check on the price and availability for obtaining a unit in the future should it become necessary to do so.

8.0 Old Business

- 8.1 Grinder pump maintenance contract – S. Farrick stated that he is working on the RFP for the Grinder Pump Maintenance Contract and will be sending out a draft for members to review and provide input.
- 8.2 Completion of CT DEEP Authorized Reported Application – Application was completed and signatures were obtained. WPCA Administrator will return completed form to CT DEEP.
- 8.3 Penalty fee for new connections – Further research needs to be completed on this item. WPCA Administrator and Field Agent will work on collecting data to present at next WPCA meeting.
- 8.4 Grinder pump information magnet – WPCA Administrator provided an update on companies contacted to obtain magnets to provide customers listing items that should not be placed into the system. Administrator will continue work on this project.

9.0 Topics for Next Agenda

- 9.1 Election of WPCA Treasurer
- 9.2 Grinder pump maintenance contract
- 9.3 Penalty fee for new connections
- 9.4 Review of Grinder Pump information magnet

9.0 Adjourn Regular Meeting – S. Farrick moved to adjourn the meeting at 9:15 p.m. J. Bendoraitis seconded. Motion unanimously approved.

Respectfully Submitted By,
Cheryl Ely-DeCarlo, WPCA Administrator
(April 29, 2016 Minutes are unapproved as of transcription date.)