

Town of Lebanon
WATER POLLUTION CONTROL AUTHORITY
Regular Meeting
Town Hall-Lower Level
September 22, 2016 – 7:30 PM

MINUTES

Members Present: Steve Farrick, Dave Hartley, and John Bendoraitis

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

- 1.0 Call to Order Special Meeting: Acting chairman, J. Bendoraitis called the meeting to order at 7:30 p.m.
- 2.0 Public Comment – J. Peterson, presented a proposal to adjust the existing Grinder Pump Easement at 418 Deepwood Drive. Jason Nowosad further explained Mr. Peterson's request and reviewed easement adjustment as presented on the Improvement Location Plan submitted by J. Peterson.

J. Bendoraitis moved to amend the agenda to add for consideration the proposed adjustment to the existing Grinder Pump Easement at 418 Deepwood Drive and seconded by S. Farrick. Motion was unanimously approved.

J. Bendoraitis moved to approve the proposal as submitted by J. Peterson to adjust the existing Grinder Pump Easement at 418 Deepwood Drive. Motion was seconded by S. Farrick. Motion unanimously approved.

- 3.0 Minutes
Discuss and Act Upon:

- 3.1 Approving the Minutes from the June 16, 2016 Special Meeting:

The minutes from the July 19, 2016 Special Meeting were amended as follows:

"2.1 K. Feldman – 7 Deepwood Drive

J. Nowosad reported the lot would support a home even without sewers. The town will need an easement from the property owners to be recorded with the town clerk and town would provide the grinder pump. J. Nowosad said who would install grinder pump and line to the system. Pump location is good.

Discussion followed on requirements for the grinder pump installer. If properly licensed and bonded. The board could ask for an increase in bonding requirement to \$25,000 bond due to increase in disturbance and access to the town system."

“8.2 Penalty Fee for New Connections: S. Farrick said there is no strategic advantage in adding a penalty fee for new connections to encourage remaining district residents to connect. Consensus of the board was to remove this item from future agendas. “

J. Bendoraitis moved to approve the minutes from the July 19, 2016 Special Meeting as amended. S. Farrick seconded. Motion unanimously approved.

5.0 Financials

Discuss and Act Upon:

- 5.1 Treasurer's Report: J. Bendoraitis presented the Treasurer's Report providing balances in Fund Accounts 229, 235, 236 and 437. Also reviewed were the WPCA Use Fees and WPCA Assessment Delinquency reports. A discussion was held on the remaining balance of \$31,2540.15 in Fund 229 (Construction). J. Bendoraitis recommended that WPCA closeout account 229 and move the balance into Fund 236 (Assessments) to provide more flexibility. S. Farrick requested J. Nowosad contact F. R. Mahony to inquire about the cost of purchasing new chamber/pump and control units (approximately 20 units). J. Bendoraitis moved to close Fund 229 and move balance of \$31,350.15 (plus any interest) to Fund 236, second D. Hartley. Motion unanimously approved. J. Bendoraitis will contact FDA and Town auditor for verification before completing the transfer of funds.

- 5.2 Invoices Received: None presented.

- 6.0 Field Agents Report: J. Nowosad reported that signed easements have been received for a couple more properties which had not previously provided signed easements to WPCA. Any inquiries received regarding vacant properties are directed to Uncas Health for septic approval prior to moving forward. There were two issues reported this month. One was a reset and one was a brand new connection. Power was not turned on. F. R. Mahony fixed the issue. J. Nowosad noted the importance of receiving service reports from F. R. Mahony. This information will help WPCA forecast repair costs and equipment needs. J. Bendoraitis will request F. R. Mahony provide copies of service reports prior to authorizing payment of next invoice from F. R. Mahony. J. Nowosad stated that there are no issues with F. R. Mahony at this point in time.

7.0 New Business

Discuss and Act Upon:

- 7.1 2017 Schedule of Meeting Dates for WPCA:

C. Ely-DeCarlo presented proposed meeting dates for 2017. Members reviewed the meeting dates and requested the December 2017 date be changed from December 21, 2017 to December. 14. 2017. J. Bendoraitis moved to approve the WPCA meeting dates as presented with the change for the December 2017 meeting date (December 14, 2017), second D. Hartley. Motion unanimously approved. C. Ely-DeCarlo will provide L. McDonald with a copy of WPCA 2017 meeting dates.

- 7.2 Parts List Recommendation

J. Nowosad will meet with K. Wentworth to finalize parts list. F. R. Mahony is presently servicing repair issues.

8.0 Old Business

Discuss and Act Upon:

8.1 Town of Hebron WPCA 2016-2017 Flow Charges

S. Farrick moved to table this item pending return of WPCA Chairman, Second D. Hartley. Motion unanimously approved.

9.0 Topics for Next Agenda

Town of Hebron WPCA 2016-2017 Flow Charges, Parts List Recommendation, Standard Topics

10.0 Adjournment

S. Farrick moved to adjourn the meeting at 8:35 p.m., seconded D. Hartley. Motion unanimously approved.

Respectfully Submitted,
Cheryl Ely-DeCarlo, WPCA Administrator

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