

**Town of Lebanon**  
**WATER POLLUTION CONTROL AUTHORITY**  
**REGULAR MEETING**  
Town Hall – Lower Level  
Thursday, November 17, 2016 – 7:30 PM

MINUTES

Members Present: Yaw Nsiah, Chairman, John Bendoraitis, Carol Morris-Scata

Members Absent: S. Farrick, D. Hartley

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

- 1.0 Call to Order Regular Meeting – Chairman, Yaw Nsiah called the meeting to order at 7:31 p.m. Chairman Nsiah welcomed new member Carol Morris-Scata and introduced her to the members of the board.
- 2.0 Field Agents Report – J. Nowosad reported that there were no issues to report. He has been marking mains and there are sewer installs in progress. J. Nowosad noted that we have five grinder pumps and chambers in reserve and stated that WPCA may want to purchase a couple more. After a brief discussion, it was recommended that we use three of the pumps/chambers prior to purchasing additional pumps/chambers. J. Nowosad will provide pricing for these units. J. Nowosad also recommended that pumps be taken out of properties that are not connected and will review these properties to determine where this might be an option.
  - 2.1 T. Gaignat, representative from Evoqua, to discuss usage reports and bioxide system. – Todd Gaignat introduced himself to the WPCA Board and provided a brief background on Evoqua and history with WPCA Town of Lebanon. J. Nowosad explained that WPCA had experienced dosing issues over the last couple of months. T. Gaignat indicated that the dose alarm may be due to the low feed rate. However, if there is an air leak in the pump, Evoqua would fix the problem. J. Nowosad also inquired about Evoqua costs moving forward. T. Gaignat stated that the Evoqua contract was up for renewal. The requirement is to sample four times a year (in addition to monitoring). If there is a leak/issue with the system, Evoqua will respond immediately to rectify the problem. Current cost of remote monitoring is approximately \$400 a month. T. Gaignat will include actual cost information with contract renewal for WPCA consideration. Contract will be extended through the fiscal year.
- 3.0 Public Comment – None to report
- 4.0 Minutes  
Discuss and Act Upon:
  - 4.1 Approving the Minutes from the October 27, 2016 Regular Meeting – J. Bendoraitis moved to approve the Minutes from the October 27, 2016 Regular Meeting. Carol Morris-Scata seconded. Motion unanimously approved.

5.0 Correspondence – C. Ely-DeCarlo reported, no correspondence received.

6.0 Financials

Discuss and Act Upon:

6.1 Treasurer's Report – J. Bendoraitis presented the Treasurer's Report providing the balance in Accounts 229, 235, 236,437; noting that the funds in account 229 were transferred to account 236 as requested by the WPCA and approved at the Special Town Meeting held on November 1, 2016. J. Bendoraitis presented the board with an email from Veronica Calvert, Deputy Treasurer, regarding balances for Fund 235 and 236. J. Bendoraitis also provided the board with a report on Effluent Processing which included the 2015-2016 actual usage and projected usage for 2016-2017. A discussion followed on the possibility of having a reserve set aside for contingency and/or catastrophic issues. J. Bendoraitis provided three pump replacement scenarios; total replacement, 20% replacement, and 10% replacement. The board requested J. Bendoraitis figure a contingency of 15% at a replacement cost of \$1,500 per pump to present at the next WPCA meeting.

J. Bendoraitis provided members with the Amston Lake USDA Loan Analysis and stated that the next payment to USDA will be made in January 2017. It was recommended that members consider payment options to discuss at the next WPCA meeting.

6.2 Invoices Received – No invoices were presented for approval. J. Bendoraitis stated that routine invoices have been approved and submitted to Finance for payment.

7.0 New Business

Discuss and Act Upon:

7.1 New Business for WPCA – No new business to report at this time.

8.0 Old Business

Discuss and Act Upon:

8.1 Town of Hebron WPCA 2016-2017 Flow Charges – C. Ely-DeCarlo will contact Town of Hebron WPCA Chairman to set up a meeting with Town of Lebanon WPCA and Town of Hebron WPCA to discuss 2016-2017 Flow Charges.

8.2 Parts List Recommendation – J. Nowosad provided the board with the following list of recommended parts to have on hand: couplings, various size pipes, and check valves. J. Nowosad will provide a breakdown of each item and cost. Storage of parts will be located at the old fire house.

9.0 Topics for Next Agenda – Standard topics

10.0 Adjournment – J. Bendoraitis moved to adjourn the meeting at 8:55 p.m. Seconded by Carol Morris-Scata. 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.