

**Town of Lebanon**  
**WATER POLLUTION CONTROL AUTHORITY**  
Town Hall – Lower Level Conference Room  
Regular Meeting  
Thursday, December 13, 2018 – 7:00 PM

**MINUTES**

1. Call to Order – Chairman, C. Morris-Scata called the meeting to order at 7:02 p.m.  
Members present: Chairman, C. Morris-Scata, G. Lafontaine, H. Anderson  
  
Staff Present: J. Nowosad, Field Agent, C. Ely-DeCarlo, Administrator  
  
Absent: S. Farrick, Treasurer, D. Hartley
2. Correspondence  
Discuss and Act Upon Correspondence Received – C. Ely-DeCarlo reported no correspondence received.
3. Minutes  
Discuss and Act Upon:
  - 3.1 Approving the Minutes from October 11, 2018, Regular Meeting – G. Lafontaine moved to approve the minutes from the October 11, 2018 Regular Meeting. H Anderson seconded. Motion unanimously approved.
4. Field Agents Report  
Discuss and Act Upon:
  - 4.1 Service Issues
    - 4.1.1 F. R. Mahony Service Call(s) – Field Agent, J. Nowosad, noted there were no service calls to report. J. Nowosad reported F. R. Mahony performed starts up on new grinder pumps at 461 Deepwood Drive and 71 Lakeview Heights. After installation of these two grinder pumps, J. Nowosad noted there are no grinder pumps remaining in inventory and recommended purchasing one grinder pump and two curb stops with check valves. G. Lafontaine moved to approve the purchase of one grinder pump and two curb stops with check valves. H. Anderson seconded. Motion unanimously approved.
    - 4.1.2 Other Service Issues – None to report.
    - 4.1.3 Flushing Schedule & Costs – No further updates to report.
5. Financials  
Discuss and Act Upon:
  - 5.1 Treasurer's Report – C. Morris-Scata reviewed financial information provided by Treasurer S. Farrick. Reports were provided for Accounts 235, 236, and 437 and activity in each of these accounts was reviewed. C. Morris-Scata noted receipt of \$1,845.00 from Kloter Farms for damage caused to WPCA riser. Members were provided with a copy of the Invoice Approval Summary Report. A review of invoices paid was conducted. C. Morris-Scata noted that Town of Hebron continued to invoice using estimated flows due to faulty meter when reviewing Effluent Processing Report.

- 5.2 Invoices Received (Mahoney, Evoqua, Others) – No other invoices were received.

## 6. New Business

### Discuss and Act Upon New Business

#### 6.1 Hebron WPCA Meeting November 13, 2018

6.1.1 Agreement between Town of Lebanon and Town of Hebron – Amston Lake Sewerage System - C. Morris-Scata reported she attended the November 13, 2018 Town of Hebron WPCA Regular Meeting to discuss fluctuations in rates and to notify Hebron WPCA that the Town of Lebanon WPCA would like to be involved in the budget process and be notified of cost projections for future projects. Hebron WPCA noted that they will be performing pump station upgrades and Lebanon WPCA will be responsible for a percentage of the costs. A discussion was held on the Agreement between Town of Lebanon and Town of Hebron – Amston Lake Sewerage System. J. Nowosad noted that WPCA has a drawing of our pump station. G. Lafontaine recommend having a copy of the drawing at the next meeting. G. Lafontaine also noted the importance of getting the meter fixed.

6.2 F. R. Mahony Contract – Contract period ends June 30, 2019. No action taken.

6.3 Evoqua Contract – Contract period ends June 30, 2019. No action taken. G. Lafontaine suggested we send acknowledgement of service improvements to Evoqua.

6.4 New Sewer Applications Received – C. Ely-DeCarlo noted no new applications have been received. Properties at 15 Cove Road, 71 Lakeview Heights, and 461 Deepwood Drive have been connected to the Amston Lake Sewer System and Tax Collector has been notified of connections.

6.5 Incidents Reports – None to report.

## 7. Old Business

### Discuss and Act Upon Old Business

7.1 Evoqua Replacement parts for VDLT Unit (Screen & Keypad) – C. Morris-Scata noted the cost for replacement of the VDLT Unit is \$1,382.60 as per quote provided by Evoqua. H. Anderson moved to approved purchase of the VDLT Unit (Screen and Keypad). G. Lafontaine seconded. Motion unanimously approved.

7.2 52 Lakeview Heights – Nothing new to report.

7.3 Magnetic Meter Replacement – Field Agent, J. Nowosad spoke to vendor regarding replacement of magnetic meter. J. Nowosad provided an explanation of magnetic meter. A discussion was held on the magnetic and flume meters. Vendor will be providing a quote with pricing for both types of meters. G. LaFontaine noted that we need to use the magnetic meter to comply with agreement with Hebron WPCA. After a brief discussion, G. Lafontaine recommended approving purchase of magnetic meter. G. Lafontaine moved to fund the magnetic meter with trap. H. Anderson seconded. Motion unanimously approved.

7.4 Atlantic States 2018 CT Conference & Trade Show - J. Nowosad reported that he attended both the Atlantic States 2018 CT Conference & Trade Show and & Southeastern Connecticut Council of Governments (CCOG) noting that he took a class on incident reporting to the state. He was also able to speak to vendors that may be able to assist WPCA in the future. J. Nowosad attended the CCOG, Norwich Sub Region, meeting and provided members with an overview of the meeting; discussing area treatment plant operations, FEMA issues, and planning for future growth in the area.

8. Topics for Next Agenda – Flushing Schedule & Costs, F. R. Mahony Contract, Evoqua Contract, Standard Topics, Magnetic Meter Replacement, Evoqua VDLT Unit Replacement
9. Adjournment - H. Anderson moved to adjourn the meeting at 8:05 p.m. G. Lafontaine seconded. 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.