

Town of Lebanon

**WATER POLLUTION CONTROL AUTHORITY**

Regular Meeting

Lebanon Town Hall  
Lower Level Conference Room

Thursday, October 22, 2009 – 7:30 PM

**MINUTES**

Members Present: Jason Hofmann Chairman, Yaw Nsiah, Vice Chairman, David Benjamin, Brandon Handfield, Al Wilder, Paul Oliver, David Martin

- 1.0 The meeting was called to order at 7:30 p.m. by Chairman Hofmann.
- 2.0 Approval of Minutes~ October 8, 2009 Special Meeting Sitewalk. A. Wilder motioned, B. Handfield seconded, and members voted unanimously to approve the minutes as presented.
- 2.1 Approval of Minutes~ October 8, 2009 Regular Meeting. B. Handfield motioned, P. Oliver seconded, and members voted unanimously to approve the minutes as presented. Abstained: D. Martin, J. Hofmann
- 3.0 There was no public comment this evening.
- 4.0 Correspondence: 1) A letter dated 10/13/09 from owner at 52 Ryan Terrace inquiring if the sewer project will affect his home. 2) A letter dated 10/22/09 from Keith Wentworth, requesting Wright Pierce Engineers be disqualified from the bidding process due to potential conflict of interest. A. Wilder made a motion that no action be taken regarding the letter from Keith Wentworth, B. Handfield seconded. Vote: Approved unanimously.
- 5.0 Pre-Bid Mandatory Meeting: Tabled until 7:45 p.m.
- 6.0 Discuss/Act on Funding Options: A. Wilder noted that a resolution has been created to allow Chairman Hofmann to represent and sign future agreements for the WPCA during the funding process. He noted the CWF application is now complete and ready for member's review.
- 7.0 Discuss/Act on Consent Order: Corrections to the Consent Order are as follows:
  - a) Page 2, Section A.8, Line 2, add "potential" lake water disposal
  - b) Page 2, Section B.1.b, Line 1, change "August 31, 2010" to "within 90 days Of approval of passing of Item 1.a".Additional discussions of the draft Consent Order will be scheduled for next meeting.

(7:45 p.m.) At this time, the WPCA took up 5.0 Pre-Bid Mandatory Meeting with remaining agenda items to follow.

- 5.0 Pre-Bid Mandatory Meeting 7:45 p.m.: Chairman Hofmann welcomed the attendees and requested that all sign in. B. Handfield gave a brief overview for submitting proposals,

noting that only bids from those in attendance at this meeting will be accepted. He also noted the following addendum will be formally issued: Each bidder will be required to submit descriptions of three completed similar scope projects. A question and answer period followed.

8.0 Old Business:

- a) An agreement letter was received from Atty. Ed O'Connell at Waller, Smith & Palmer. The letter and a list of action items and associated State Statutes will be forwarded to members.
- b) D. Martin motioned, P. Oliver seconded, to open the vote on 2.1 Approval of Minutes. Vote: Approved unanimously.  
Approval of Minutes ~ October 8, 2009 Regular Meeting Minutes. P. Oliver motioned, D. Benjamin seconded to add on page 1 that both J. Hofmann and D. Martin were absent from the regular meeting in order to attend the Board of Finance meeting on behalf of the WPCA.
- c) Chairman Hofmann and D. Martin reviewed discussion at the BOF meeting on October 8, 2009

9.0 New Business: Clerk will check the availability of adding two additional meetings on Thursday, November 19, Tuesday, December 29, 2009.

10.0 Topics for next Agenda:

- Call to Order
- Approval of Minutes
- Public Comment
- Correspondence
- Opening of Bids
- Discuss/Act on Consent Order
- Old Business
- New Business
- Topics for next Agenda
- Adjournment

- 10.0 Moved by P. Oliver, seconded by D. Martin to adjourn the meeting at 9:18 p.m.  
Vote: Approved unanimously.

Respectfully Submitted,

Holli E. Pianka, Clerk  
October 28, 2009

*(Minutes are unapproved as of transcription date.)*