

Town of Lebanon

WATER POLLUTION CONTROL AUTHORITY

Regular Meeting

Lebanon Town Hall
Lower Level Conference Room

Thursday, February 11, 2010 – 7:30 PM

MINUTES

Members Present: Jason Hofmann, Chairman
Yaw Nsiah, Vice Chairman
David Martin
Al Wilder
Brandon Handfield
Paul Oliver
Members Absent: David Benjamin
Also Present: Holli Pianka, Clerk

- 1.0 The meeting was called to order at 7:37 p.m. by Chairman Hofmann.
- 2.0 Approval of Minutes ~ January 14, 2010 Regular Meeting Minutes.
B. Handfield moved to approve as submitted. A. Wilder seconded.
Vote: Approved unanimously.
- 2.1 Approval of Minutes ~ February 3, 2010 Special Meeting Minutes.
P. Oliver moved to approve with the following correction:
Item 2.0, Line 2, change "has prepared" to "will prepare".
Y. Nsiah seconded. Vote: Approved unanimously.
- 3.0 Public Comment: None this evening.
- 4.0 Correspondence:
 - a) February 8, 2010, Email from Arthur Hebert, 76 Lakeview Heights, inquiring whether he would need to connect to the sewer line right away even though he has just installed a new septic system at his cottage. A response letter will be drafted for inquiries such as this notifying the sender of receipt of their letter, sources of current information (i.e. website) and that additional information will be provided once it is available.
 - b) February 8, 2010, Letter to Lebanon PZC from WPCA, requesting Sec. 8-24 recommendation.
 - c) February 4, 2010, Letter from Atlantic States to USDA, requesting permission to do income study. Response has been sent.
 - d) February 8, 2010, Letter from USDA to Lebanon PZC, granting permission to do income study.

5.0 Consent Order Update: Has been signed and received.

At this time, a motion was made by Vice Chair Nsiah, seconded by Paul Oliver to take up Item 9.0. Vote: Approved unanimously.

9.0 Subcommittee Report ~ Funding

Discussion on the following:

- a) Bonding authorization requirements.
- b) Budget presentation to BOF.
- c) Income Study. The information letter concerning the Income Study was reviewed by members and modifications will be made.

(Chairman Hofmann turned the meeting over to Vice Chairman Nsiah and left the meeting room to attend the BOF meeting.)

- d) Clean Water Fund Application status. A. Wilder will complete a new application and resolution form after being notified the previously completed forms were outdated.

6.0 The Implementation Schedule was reviewed.

(Chairman Hofmann returned to the meeting room and resumed his seat on the Commission.)

7.0 Old Business:

- a) Discussed FY 2010 – 2011 budget for presentation to Finance Board.
- b) A. Wilder read the resolution to resubmit the Clean Water Fund Study Grant Request (attached). Additionally, there is a new form required called the Incumbency Certificate, which includes name, title, and date of expiration of term. Both forms to be signed by the WPCA Chair and Town Clerk.

D. Martin made a motion to approve the resolution as read, Vice Chairman Nsiah seconded. Vote: Approved unanimously.

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Certified Resolution

Be it resolved that it is in the best interests of the Town of Lebanon Water Pollution Control Authority to enter into contracts with the Department of Environmental Protection.

In furtherance of this resolution, Jason Hofmann the Chairman of the WPCA is duly authorized to enter into and sign said contracts on behalf of the WPCA. The Chairman is further authorized to provide such additional information and execute such other documents as may be required by the state or federal government in connection with said contracts and to execute any amendments, rescissions, and revisions thereto.

The Town Clerk is authorized to impress the seal of the Town of Lebanon on any such document, amendment, rescission, or revision.

I, Susan Coutu, the Town Clerk of Lebanon, do hereby certify this to be a true copy of the resolution duly adopted at the Lebanon Water Pollution Control Authority's Meeting on **February 11, 2010**, and that it has not been rescinded, amended or altered in any way, **and that it remains in full force and in effect.**

Susan Coutu

Date

[Corporate Seal or "L.S."]

- 8.0 New Business:
a) Chairman Hofmann requested assistance from members in preparation for the informational session and Town meeting.
- 9.1 Subcommittee Report ~ Assessments: No report.
- 10.0 Treasurer's Report:
D. Martin presented the following billing invoice for payment:
• H. Pianka, recording fees, \$183.75
Motion made by B. Handfield and seconded by P. Oliver to approve payment.
Vote: Approved unanimously.
- 11.0 Topics for next Agenda:
1.0 Call to Order
2.0 Approval of the February 11, 2010 Regular Meeting Minutes
3.0 Public Comment
4.0 Correspondence
5.0 Review Implementation Schedule Progress
6.0 Old Business
7.0 New Business
8.0 Subcommittee Report ~ Funding
8.1 Subcommittee Report ~ Assessments
9.0 Treasurer's Report
10.0 Topics for Next Agenda
11.0 Adjournment
- 12.0 Adjournment: P. Oliver moved to adjourn at 9:25, B. Handfield seconded.
Vote: Approved unanimously.

Respectfully Submitted,
Holli Pianka, Clerk
February 17, 2010

(Minutes are unapproved as of transcription date.)