

Town of Lebanon

**WATER POLLUTION CONTROL AUTHORITY**

Regular Meeting

Lebanon Town Hall  
Upper Level Conference Room

Thursday, July 22, 2010 – 7:30 PM

**MINUTES**

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

- 1.0 Call to Order at 7:35 pm by Chairman Hofmann
- 2.0 Approval of Minutes – June 24, 2010 Meeting Minutes approved, P. Oliver motioned, seconded by Al Wilder, Dave Martin abstained, otherwise approved.
- 3.0 Public Comment - none
- 4.0 Correspondence – a) email from Mr. Beaufort, seasonal resident, with several questions regarding the sewer project, Chairman Hofmann sent him the power point presentation given at public meetings this past spring.  
b) WPCA also received responses from USDA regarding the preliminary engineering report and environmental report components of funding application.
- 5.0 Review of Implementation Schedule Progress – WPCA tasks reasonably on schedule.
- 6.0 Old Business – USDA Application, open items include addressing issues in environmental and pre-engineering reports, bank bid process which still needs to be completed and submitted, and intent to file for Federal funding notification. Chairman Hofmann to discuss appropriate open issues with WMC to develop responses. Chairman Hofmann also presented an initial O&M cost summary for the Amston Lake District for review and discussion. Each line item was discussed and some revisions will be incorporated prior to submission to the USDA.

- 6.1 Review of Engineering RFQs - Committee discussed research conducted on each of the five screens bids including project references, experience with low pressure system designs and capacity to handle project work. Input also received from Michael LaLima, Utility Engineer, Norwich Public Utilities on the selected five engineering firms as requested by the WPCA. After much discussion, three firms; URS, Fuss & O'Neil and WMC were approved and will be requested to attend detailed review panel on August 5<sup>th</sup>. Dave Martin motioned, A. Wilder seconded the list of firms to be interviewed. Motion approved with one opposed. Chairman Hofmann will coordinate assembly of panel to include Brandon Handfield, other professionals from local WPCA Committees and municipalities and a member from the board of selectman.
- 7.0 New Business - none
- 8.0 Subcommittee Report – Funding; CWF request for reimbursement for initial Wright Pierce Study has been tentatively approved by the State of Connecticut and fund transfer is imminent. WPCA will be notified when this is completed. The CT DEP Municipal Facilities Section has submitted notification of the approved FY10 & FY11 Priority List for Clean Water Fund program. The funding subcommittee will contact the CTDEP to obtain guidance on accessing this program for the Amston Lake project, if feasible.
- 8.1 Subcommittee Report – Assessments; no report as this time
- 9.0 Treasurer's Report – none available, WPCA account status will be requested from Town Treasurer's Office for next meeting.
- 10.0 Topics for next Agenda –
- 1.0 Call to Order
  - 2.0 Approval of the July 8, 2010 Regular Meeting Minutes
  - 2.1 Approval of the July 22, 2010 Regular Meeting Minutes
  - 3.0 Public Comment
  - 4.0 Correspondence
  - 5.0 Review Implementation Schedule Progress
  - 6.0 Old Business
  - 6.1 Review of Recommendations from Selection Board.
  - 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
- 11.0 Mr. Handfield motioned, Mr. Martin seconded, and members voted unanimously to adjourn the meeting at 8:44 p.m.

Respectfully Submitted,  
Albert Wilder, Acting Clerk  
July 26, 2010

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