

Town of Lebanon  
WATER POLLUTION CONTROL AUTHORITY  
Regular Meeting  
Lebanon Town Hall  
Lower Level Conference Room  
Thursday, January 26, 2012 – 7:30 PM

MINUTES

Members Present: Jason Hofmann, Chairman, Al Wilder, Paul Oliver, Brandon Handfield

Absent: Yaw Nsiah, Dave Benjamin, David Martin

Also: Brenda Bennett, WPCA Clerk

1.0 Call to Order at 7:30 p.m. by the Chairman.

2.0 Approval of 12/8/11 and 1/12/12 Regular Meeting Minutes.

Moved by P. Oliver and seconded by B. Handfield to approve the 12/8/12 Regular Meeting Minutes. Motion unanimously approved.

Moved by A. Wilder and seconded by P. Oliver to table the 1/12/12 Regular Meeting Minutes to the February meeting. Motion unanimously approved.

3.0 Public Comment – none.

4.0 Correspondence –

4.1 A. Wilder received an email from a resident requesting an update on the project status.

5.0 Project Update – The signed contract with Hubble Construction will be provided to USDA and a pre-construction date will be selected next week. WPCA Commission members were asked to review the list of attendees and notify the chairman if names need to be added.

6.0 Old Business –

6.1 Atlantic States Survey – handout to members.

6.2 Funding Sources – Peter Huchins, grant administrator for the town is present to discuss possible funding sources to assist qualified low-income residents with sewer connections and electrical upgrades. Small Cities Grants have become very competitive and funding has been decreased at the federal level. The town will make application for housing rehab funds by June 3<sup>rd</sup> and the 1<sup>st</sup> Selectman will attend a mandatory workshop on February 23<sup>rd</sup>. It was recommended that all 300 Amston Lake residents are provided an *Income Survey* to determine income eligibility and funding needs when the town makes application in June. A Public Informational Meeting will be scheduled on the sewer project in the immediate future and Mr. Huckins will be invited to attend to present further information to residents.

6.3 Status of Colchester Easement – Attorneys O’Connell and Kinell continue to work on obtaining signatures.

6.4 Status of Hubble Construction representation at IWA meeting on 2/6/12. The owner of the company is currently in Florida and the Chairman will contact the owner’s son regarding his availability to be present at the meeting.

7.0 New Business/Possible Action Item

7.1 Waller, Smith & Palmer, P.C. bill #49061 for services 10/31/11-11/28/11, \$2,355.00. Moved by B. Handfield and seconded by J. Hofmann to approve payment of Waller, Smith & Palmer, P.C. bill in the amount of \$2,355.00. Motion unanimously approved.

7.2 Fuss & O'Neill, Inc., Invoice #0153026 dated 11/21/2011 for services 9/25-10/29/11 totaling \$29,026.40. Moved by A. Wilder and seconded by P. Oliver to approve payment of Fuss & O'Neill, Inc., Invoice #0153026 dated 11/21/11 in the amount of \$29,026.40. Motion unanimously approved.

7.3 Fuss & O'Neill, Inc., Amendment to Owner-Engineer Agreement, No. 3. Moved by P. Oliver and seconded by B. Handfield to approve the Amendment to Owner-Engineer Agreement No. 3. Motion unanimously approved.

7.4 2012-13 WPCA Budget – Moved by J. Hofmann and seconded by P. Oliver to approve the 2012-13 WPCA Budget with the addition of \$50,000 for Operation & Maintenance – Collection System with Town of Hebron for a total budget amount of \$79,692.00 to be submitted to the Board of Finance. Motion unanimously approved.

7.5 Discuss Status of Filing Easements and Caveat on Land Records – A letter has been prepared for the Chairman's signature to the Town Clerk requesting a waiver of fees associated with the filing of the easements and site plans. Attorney O'Connell is currently reviewing a 'draft' caveat which will also be filed on the land records.

7.6 Waller, Smith & Palmer, P.C., Invoice #49272 dated 12/31/11 for services 12/3/11-12/28/11, totaling \$1,950.00. Moved by B. Handfield and seconded by J. Hofmann to approve payment of Waller, Smith & Palmer, P.C., Invoice #49272 dated 12/31/11 in the amount of \$1,950.00. Motion unanimously approved.

8.0 Treasurer's Report – Moved by P. Oliver and seconded by J. Hofmann to table the item to the next regular meeting agenda. Motion unanimously approved.

9.0 Topics for next agenda – Project Update, Pre-construction Meeting Invitee List.

10.0 Adjournment. Moved by P. Oliver and seconded by B. Handfield to adjourn the Regular Meeting at 9:05 p.m. Motion unanimously approved.

Respectfully Submitted,

Brenda Bennett, Clerk  
January 30, 2012

(Minutes are unapproved as of transcription date.)