

Town of Lebanon
WATER POLLUTION CONTROL AUTHORITY
REGULAR MEETING
Lebanon Town Hall
Upper Level Conference Room
Thursday, March 28, 2013 – 7:30 PM

MINUTES

Members Present: Brandon Handfield, Chairman, Al Wilder, David Martin, Steve Ferrick, David Benjamin

Absent: Yaw Nsiah, Paul Oliver,

Also: Brenda Bennett, WPCA Clerk, Atty. Ed O'Connell and Matt Kinell, Waller, Smith & Palmer,

1.0 Call to Order – The Regular Meeting was called to order at 7:30 p.m. by B. Handfield.

2.0 Approval of 3/14/13 Regular Meeting Minutes. Moved by D. Martin and seconded by A. Wilder to approve the 3/14/13 Regular Meeting Minutes with correction. Section 6.2 – Add *“CL&P Invoice #4E320194 in the amount of \$611.39”* for payment. Abstaining: D. Benjamin. Motion approved.

3.0 Correspondence

3.1 Ron Bourque, 14 Andrews Road, email dated 3/18/13. The email will be forwarded to Fuss & O'Neill for a response regarding a sinkhole around the pump and B. Bennett will email Mr. Bourque and let him know that the contractor will be on site next week.

3.2 Murtha Cullina workshop on April 26, 2013.

3.3 Diane Johnson, P.E., ERP Report & Vulnerability Assessment for review and distribution for file, 1st Selectman and Emergency Management Director.

3.3 Fuss & O'Neill correspondence regarding Project Update. This will be discussed further under New Business.

3.A Public Comment

3.A.1 Jeff Walsh, resident and attorney is representing a buyer in a real estate transaction for a property on Amston Lake. Mr. Walsh had the following questions: 1) Homeowners are in limbo with the new Conversion process and what does this entail? 2) Buyer needs to know if the Assessment is “due upon sale” and also needs to let the lender know for financing. 3) The buyer needs to meet the Conversion criteria and cannot purchase the property until the Conversion has been met or an upgrade current septic system; any consideration for a provisional certificate? Mr. Walsh to follow-up with an email.

3.A.2 Barbara McShane, Red Cedar Lake – made the recommendation to have Public Hearing in 4 weeks rather than 2 weeks for consideration of other out-of-state homeowners coming back into town.

4.0 Project Update

4.1 O&M Cost – A review/comparison of Fuss & O'Neill “Non-Conservative Annual O&M Opinion of Cost dated 3/22/13” and 2013-2014 WPCA budget detail to set User Fees. The unknowns were: cost of electricity, diesel for the generators, Hebron payment, bioxide. More research will be conducted by contacting other towns to determine what, if any, town funds in their budget and will adjust the User Fees accordingly. Discussion of WPCA as a self-sufficient entity?

5.0 Old Business

5.1 Sewer Benefit Resolution – “Due Upon Sale” clause (option 9b) was discussed and chosen for Sewer Benefit Resolution. User Fees will be discussed further at a Special Meeting on Thursday, April 4th at 7:00 p.m.

5.2 Outstanding Easements – Currently there are 6 outstanding easements with technical error and B. Bennett will continue to contact homeowners to make corrections.

5.3 Sewer Plan & Sewer District Map – Wright Pearce Map was reference and to be provided by D. Martin at a future meeting.

5.4 Permitting Process/Applications – Routing Sheet, Sewer Abandonment Procedures, Application for Sewer Connection to be forwarded the building department.

5.5 Town Hall Digital Filing – A. Wilder emailed webpage manager to confirm server capacity and back-up files frequency. Walker tech support will assess B. Bennett’s computer to determine if it’s due for a replacement with increased use. Current machine has Office 2003 and Adobe Reader installed.

6.0 New Business/Action Items

6.1 Fuss & O’Neill invoices (December, January, February). Moved by D. Martin and seconded by A. Wilder to approve the December bill dated 1/25/13, Invoice #0162492 in the amount of \$3,311.56; January bill dated 2/14/13, Invoice #0162538 in the amount of \$1,331.77; February bill dated 3/5/13, Invoice #0163331 in the amount of \$9,570.43. Motion unanimously approved.

6.2 Chronicle Printing, rescind approval for \$124.39 payment dated 1/25/13 (approval 2/28/13). Moved by D. Martin and seconded by A. Wilder to rescind approval of bill. Motion unanimously approved.

6.3 Chronicle Printing, payment of Invoice #240, Acct. 982 dated 1/15 and 1/19/13 totaling \$179.14. Moved by D. Martin and seconded by A. Wilder to approve the Chronicle Printing Invoice #240 in the amount of \$179.14. Motion unanimously approved.

6.4 Waller, Smith & Palmer, P.C., bill dated 3/6/13 in the amount of \$945.00. Tabled to next meeting.

6.5 Gulemo Printing, bill dated 3/22/13, Invoice #127648, \$69.56 (postcards); bill dated 3/25/13, Invoice 127649, \$82.77 (postage). Moved by B. Handfield and seconded by D. Martin to pay Gulemo Printing Invoice #127648, \$69.56 and Invoice #127649, \$87.77. Motion unanimously approved.

7.0 Treasurer’s Report – Review Trial Balance reports and update at next meeting.

8.0 Topics for Next Agenda – Special Meeting on Thursday, April 4 at 7:00 p.m.; Sewer Benefit Resolution; User Fees, Waller, Smith & Palmer bills; Schedule Public Hearing for User Fees & Assessments; Approve draft of Legal Notice

9.0 Adjournment. Moved by D. Martin and seconded by A. Wilder to adjourn the Regular Meeting at 9:11p.m. Motion unanimously approved.

Respectfully Submitted,

Brenda Bennett, Clerk

Dated April 4, 2013

(Minutes are unapproved as of transcription date.)