

Town of Lebanon
WATER POLLUTION CONTROL AUTHORITY
Lebanon Town Hall
Thursday, September 26, 2013 – 7:30 p.m.

REGULAR MEETING MINUTES

Members Present: Brandon Handfield, Chairman, Al Wilder, Dave Martin (arrived 7:40 p.m.), Yaw Nsiah, Steve Farrick

Members absent: Paul Oliver

Staff Present: Margaret Verizzi, WPCA Clerk

1. Call To order: The regular meeting was called to order at 7:32 p.m. by the Chairman
2. Public Comment: No public comment
3. Approval of the 9/12/13 regular Meeting Minutes: The following amendments were made to the 9/12/13 regular meeting minutes (**in bold**): In item 2.0 Public Comment: **They** will be provided in the informational packet once confirmed ...”; item 5.0 Project Update: 5) “**Approximately** \$70,000 remains in the grant.”; item 6.0: “The plans have been reviewed by the Town Sanitarian, Reed Gustafson, and he has provided the Commission with his **signed** approval memo.”; item 9.2: :WPCA owes **\$34,126.00** to the town from the bond settlement on 1/17/2013.”

Y. Nsiah MOVED to APPROVE the regular meeting minutes of 9/12/13 as amended. B. Handfield SECONDED. MOTION CARRIED 5:0:0.

4. Correspondence: B. Handfield requests to have Wes Wentworth show (Reserve Area) on plan with no exceptions to sewers and to show it meets POCD standards and that public health codes are met. B. Handfield will follow through with an email to Wes concerning this.

A letter from Sandra A. Rigazio-DiGillio was sent stating appreciation for resolving paving issues.

Inform Attorney Kearney that all regulations, reports and State Consent Orders are available on the WPCA website and is open for the public’s view concerning the WPCA Amston Lake Sewer Project.

5. Project Update

5.1 Paving: B. Handfield reported that he was out at the Amston Lake sewer project today and all paving has been completed by Fuss & O'Neil. Semens Company who provided the system has installed an odor detector and will monitor for up to a month. The contract is to be finalized by WPCA.

B. Handfield made a motion to approve Haines Invoice for total amount \$27,030.00 to pay later. D. Martin approved it and Yaw Nsiah seconded. Motion carried 5:0:0.

We have 64 properties that are connected and 194 are submitted to date.

6.0 Application Review: None

7.0 Old Business

7.1 Updated List of Driveway Issues/Remediation: The following driveway issues were added to the list: 1) Delores Hamilton, property owner of 485 Deepwood Drive, said her driveway was not repaved after being dug up for the sewer project, the backyard was never seeded, and curbing at 486 Deepwood Drive is causing flooding in her front yard after heavy rain, B Handfield will follow up on this and regarding Ryan Terrace driveway buried under gravel and was never patched. This will be handled through the town. A. Wilder to provide an updated list to the WPCA staff.

2) B. Handfield will table Riley Leppo of 36 Lakeview Heights driveway apron issue for the October 10th meeting.

7.2 Winterization and homeowner mailing: The WPCA staff is working on finalizing the winterization guidelines for homeowner mailing with Water Resource. The staff is getting price quotes for the "Do's and Don'ts List: to finalize for the October meeting.

7.3 D. Schelberg, 40 Spafford Drive: B. Handfield requested an engineered plan and to issue an order to connect. B. Handfield will follow up with Fuss & O'Neil to e-mail these minutes

8.0 New Business/Action items –none.

8.1 Certificate of Substantial Completion: Brandon to sign it and date it and have Brenda follow up with it with the DEP with closure of the Consent Order.

D. Martin MOVED to ACCEPT and APPROVE the Certificate of Substantial Completion.
Y. Nsiah SECONDED. MOTION CARRIED 5:0:0. Certificate was signed by Chairman
B. Handfield.

8.2 Extension of Invitation to Connect Timeframe: Discussion on this item has been tabled for a future meeting. May extend to August, 2014

8.3 Discuss and Act on O&M Agreement with Water Resources Technologies: The Board wishes to execute the contract in the next two weeks.

8.4 Homeowner Repair Bill: Discussion followed on whether the homeowner should be charged the first time he/she does not follow maintenance requirements.

8.5 Waller, Smith & Palmer, Invoice #54085, \$1,515.00: D. Martin MOVED to approve the payment of \$1,515.00 from account #437 to Waller, Smith & Palmer. A. Wilder SECONDED. MOTION CARRIED 5:0:0.

8.6 Fuss & O'Neill, Invoice #0166659, \$9, 480.82: D. Martin MOVED to approve payment of \$9,480.82 from account #229 to Fuss & O'Neill. A. Wilder SECONDED. MOTION CARRIED 5:0:0.

8.7 Wentworth Septic Service, LLC, Invoice #266, \$230.00: Y. Nsiah MOVED to approve payment of \$230.00 from account #235 to Wentworth Septic Service, LLC. A. Wilder SECONDED. MOTION CARRIED 5:0:0.

8.8 Town of Hebron, Finance Department, \$1,084.05: D. Wilder MOVED to approve of two payments (July and August) user fee totaling \$1,084.05 from account #235 to the Town of Hebron Finance Department. A. Wilder SECONDED. MOTION CARRIED 5:0:0.

8.9 Fuss & O'Neill, invoice # 167494, \$13,701.70: Y. Nsiah MOVED to approve payment of \$13,707.70 from account #229 to Fuss & O'Neill. S. Farrick SECONDED. MOTION CARRIED 5:0:0.

9.0 Treasurer's Report: D. Martin will finalize the Treasurer's Report for the October 10, 2013 meeting.

10.0 Topics for Next Agenda: The following topics were added to the next agenda: a) Finalize the discussion on the reserve area. b) Discuss the WPCA control plan for conservation & development. c) Topics for next agenda; Updated List of Driveway Issues/remediation; Winterization and homeowner mailing; D. Schelburg, 40 Spafford Drive,, Extension of invitation to connect timeframe; Discuss and act on O & M Agreement with Water Resource Technologies ; Homeowner repair bill first time no charge?

11.0 Adjourn Regular Meeting: D. Martin MOVED to ADJOURN the meeting at 9:01 p.m. Y. Nsiah SECONDED. MOTION CARRIED 5:0:0.

Respectfully submitted by,

Margaret Verizzi, Clerk

October 2, 2013 (Minutes are unapproved as of transcription date.)