

Town of Lebanon

WATER POLLUTION CONTROL AUTHORITY

Minutes - Special Meeting Tuesday, August 13, 2019 – 7:00 PM

Members Present: Carol Morris-Scata, Chairman, David Hartley, Gregg Lafontaine

Absent: Harry Anderson

Others in attendance: Catherine McCall, Scribe

1. Call to Order - 7:00 pm
2. Correspondence
Discuss and Act Upon Correspondence Received
 - 2.1 J. Polulech, P.E., Civil Engineer – Amston Lake Association – Discussion of engineering report.
 - 2.2 CT Water Company – Confidentiality Request – The Lebanon WPCA has been notified that we are not to share information regarding who is connected to the CT Water Company. C. Morris-Scata signed the document.
 - 2.3 Waller, Smith & Palmer – Correspondence outlines legal steps that can be taken to bring owners of unconnected buildings or structures into compliance. Plans concerning this will be discussed once possible changes to the Board are determined.
 - 2.4 C. Morris-Scata – Chairman Resignation October 2019 – the chair will be stepping down and leaving the board at the end of October
 - 2.5 C. Ely-DeCarlo – Administrator Resignation August 2019
3. Minutes -
Discuss and Act Upon:
 - 3.1 Approving the Minutes from July 2, 2019, Special Meeting - Motion to accept D. Hartley / Second G. Lafontaine. Motion passed unanimously.
4. Field Agents Report Discuss and Act Upon:
 - 4.1 Service Issues
 - 4.1.1 F. R. Mahony Service Call(s) – Carol approved invoice SL19056-IN with Invoice Date 6/17/19.
 - 4.1.2 Other Service Issues
 - 1 Rock issue at 72 Lakeview Heights has been resolved
 - 2 J. Nowosad did a start-up at 5 Scanlon Terrace
 - 3 Faulty vacuum release valve on Ryan Terrace that has been changed. K. Wentworth was called twice to pump out the chamber.
 - 4.1.3 Flow Meter – Engineer provided a letter outlining our flow at the town line.

4.1.4 Flow Meter – Replacement – Quote, Installation Date, and Fee(s)
(Magnetic Meter Replacement)

1. Proposal received from Introl, LLC Paul J. Santoro for materials and services to measure flow. Proposal outlines how the job will be done and what assistance will be needed from the town. J. Nowosad agrees with the plan and will handle scheduling and the necessary people if approved. B. Petrie will provide DPW services for any traffic control necessary. If the WPCA Board approves the proposal the town will move it forward. Motion D. Hartley to approve. / G. Lafontaine seconded, and the motion passed unanimously.

The Board would like to have J. Nowosad involved in future flow readings with Hebron once the new meter is in place. Meter calibration should be done yearly going forward, and this will be discussed further in the next meeting.

4.1.5 Flushing Schedule & Costs – Once the new flow meter is installed a flushing schedule should be implemented. The Board will ask J. Nowosad to follow up with K. Wentworth about taking responsibility for this. Information is needed regarding what contractual arrangements would be required.

5. Financials

Discuss and Act Upon:

- 5.1 Treasurer's Report – C. Morris-Scata distributed the Trial Balance obtained from Finance Office. Last meeting S. Farrick indicated that the budget was in good shape. The Chair approved a payment to the Town of Hebron for \$2,000 plus but did not approve the amount being charged for additional monies requested to cover Lebanon's malfunctioning meter. S. Farrick's records can be made accessible and will eventually be provided to the correct individual(s). The information provided to WPCA members includes documentation of activity and account data from 2018 to present.
- 5.2 Invoices Received (Town of Hebron, Mahoney, Evoqua, Others) – Chair discussed invoices approved this month.

6. New Business

Discuss and Act Upon New Business

- 6.1 Replacement of Board Treasurer – No one agreed to take on this responsibility. This may be discussed in the October meeting after the September meeting with BOS where the future of this Board will be determined.
- 6.2 New Sewer Applications Received – no applications received
- 6.3 Incident Reports – outlined under 4.1.2 Other Service Issues

7. Old Business

Discuss and Act Upon Old Business

- 7.1 Unconnected Properties - As per our Attorney we now know steps that can be taken to bring these properties into compliance. Future planning will need to be done regarding this.

8. Topics for Next Agenda

- 8.1 Joint meeting with Board of Selectman to discuss the town assuming responsibility for sewer system with the possible establishment of Sewer / Water department.
- 8.2 Discussion of public meeting to begin the process of bringing unconnected properties into compliance.
- 8.3 Flushing schedule and costs to include J. Nowosad reaching out to K. Wentworth to discuss contract for this work
- 8.4 Review of flow meter work
- 8.5 Discussion and preparation of a calendar outlining what maintenance actions, correspondence, and activities for operation are needed when.
- 8.6 October meeting should include creation of 2020 meeting schedule.

9. Adjournment 7:50 G. Lafontaine motioned to adjourn / D Hartley seconded. Motion passed.

Respectfully Submitted,
Catherine McCall, Scribe