

Town of Lebanon
WATER POLLUTION CONTROL AUTHORITY
Town Hall – Lower Level Conference Room
Special Meeting
Thursday, June 6, 2019 – 7:00 PM

MINUTES

1. Call to Order – C. Morris-Scata, Chairman called the meeting to order at 7:02 p.m.
Members Present: Chairman, C. Morris-Scata, Treasurer, S. Farrick, D. Hartley, Greg Lafontaine.

Staff Present: C Ely-DeCarlo, Administrator

Absent: H. Anderson, J. Nowosad, Field Agent

2. Installation of Flow Meter – Amston Lake Sewer System – C Morris Scata opened with a discussion on issues associated with the installation of new flow meter for the Amston Lake Sewer System. Chairman Scata noted that the installation of a new flow meter was approved at a previous WPCA meeting. C. Morris-Scata explained that the contractor, working with WPCA on this install, requested someone sign off on the project prior to his completing the work. At the suggestion of First Selectman, B. Petrie, C. Morris-Scata contacted B. Handfield to request that he review the contractor's proposal and possibly sign-off on the project. B. Handfield indicated he was not able to do the sign off but recommended another engineer, J. Cowles, for assistance. B. Handfield sent an email to J. Cowles in which outlined the scope of the work required by Lebanon WPCA and requested that he contact Ms. Morris-Scata to indicate his interest in reviewing, approving and signing off on this project. C. Morris-Scata also followed up with an email to J. Cowles and completed an on-line review of his current work and projects. To date, no response has been received from Mr. Cowles.
3. C. Morris-Scata stated that she then contacted K. Mailman, Systems Project Manager, Fuss & O'Neil, to discuss WPCA flow meter situation. K. Mailman indicated that Fuss & O'Neil was not aware of any previous reports of problems with the Amston Lake Sewer System. However, K. Mailman suggested that the Lebanon WPCA get a forensic analysis of the system to determine what is working and what is not working in the system, before moving forward with installation of new flow meter as replacement of the meter could be costly and might not necessarily fix the problem. K. Mailman also indicated that there should be a flushing schedule for this type of system.
4. S. Farrick noted that Fuss & O'Neil was the engineering firm that designed and installed the sewer system for the Amston Lake Sewer Project. S. Farrick noted that whatever system we go with, WPCA needs to make sure the work is approved by a professional engineer. C. Morris-Scata noted that K. Mailman thought an estimated price of \$500-\$1000 would probably cover the completion of a one-day site visit and forensic analysis with a written report. S. Farrick noted that a forensic analysis would tell WPCA what is wrong, if anything, with the system. Once the engineer identifies what is wrong, the Lebanon WPCA can move forward. If a new design is required, S. Farrick emphasized that the WPCA needs to make sure that a professional engineer is hired to complete the design plan needed to resolve this issue, and that the WPCA should have a professional engineer skilled in wastewater system design and implementation to observe the installation work.

5. A discussion was held on options and steps to be taken to move forward with this project and options to consider when selecting various individuals/contractors to complete the project. C Morris-Scata noted that at her request, Mr. Mailman provided three names of companies that may be available to complete work on this project in addition to Fuss & O'Neil. S. Farrick recommended that the WPCA develop a written scope of work including expectations and timelines for work to be included in the forensic analysis, reiterating the importance of having a professional engineer to certify, fix, and provide oversight of the install. The first step would be to move forward with a forensic analysis and then move forward with options. G. Lafontaine suggested that the WPCA move forward with a forensic analysis using Fuss & O'Neil, then, evaluate information received. D. Hartley noted the importance of keeping to a timeline. S. Farrick recommended that we do not exceed \$1,000 for completion of this analysis. The general consensus of board members was that it was essential that the Lebanon WPCA receive a documented report from the analysis.

S. Farrick moved WPCA engage Fuss & O'Neil to complete forensic analysis of flow meter with a not-to-exceed price of \$1,000.00. D. Hartley seconded. Motion unanimously approved.

Adjournment – G. Lafontaine moved to adjourn the meeting at 7:51 p.m. D Hartley seconded. Motion unanimously approved.

Respectfully Submitted,
Cheryl Ely-DeCarlo, Administrator
Water Pollution Control Authority