

Town of Lebanon
WATER POLLUTION CONTROL AUTHORITY

Special Meeting

Lebanon Town Hall
Lower Level Conference Room

Thursday, November 18, 2010 – 7:30 PM

MINUTES

Members Present: Jason Hofmann, Chairman
Yaw Nsiah, Vice Chairman
David Benjamin
Brandon Handfield
David Martin
Paul Oliver
Albert Wilder
Also Present: Fran Kefalas, Norwich Bulletin

1.0 Call to order at 7:40 p.m. by Chairman Hofmann

2.0 **Approval of Minutes:**

A motion was made (Al Wilder/Paul Oliver) to approve minutes of October 28, 2010, as amended. The Authority voted to approve minutes as amended, under agenda Item #5, line 3, added end of line 3 "discussion with only Hebron on Inter-municipal agreements (IMA). Abstained: David Martin and David Benjamin.

3.0 **Public Comment:** Fran Kefalas of Norwich Bulletin was introduced.

4.0 **Correspondence:** None.

5.0 **Review Implementation Schedule Progress:**

The chairman announced that WPCA tasks/schedule is on schedule. Fuss & O'Neill has submitted to USDA PER and ER and has been received. Chair met George Hicks and reports that Mr. Hicks is encouraged with the pace of progress made by the WPCA. WPCA will continue to send to him minutes of our meetings as usual. The Chair will continue discussions with Hebron on inter-municipal agreements(IMA).

6.0 **Old Business:**

The Vice Chair (Y.Nsiah) presented the final draft of secretary/clerk job description to the WPCA for discussion and approval. The Authority unanimously approved the draft and requested Yaw to circulate final draft among members.

7.0 **New Business:**

- a) Copies of the Town of Lebanon POCD were given to all members of the Authority. No new meeting is planned with Colchester, however WPCA would like to know or be aware of Colchester's plans regarding their current upgrade of their sewage treatment plant.
- b) Payment of outstanding bills. A motion was made by Brandon Handfield, seconded by Paul Oliver, to approve payment of following outstanding bills. Approved unanimously.
 - 1) Waller Smith & Palmer for professional services 10/20/2010, \$330.00
 - 2) Fuss & O'Neill, professional services (PER, ER and contract review), \$12,160.52.

8.0 **Subcommittee Report ~ Funding:** No report at this time.

8.1 **Subcommittee Report ~ Assessments:** No report at this time.

9.0 **Treasurer's Report:** WPCA Counsel and Fuss & O'Neill will be asked to attend meetings to give and receive updates of the project implementation schedule.

10.0 **Topics for next Meeting Agenda:**

- 1.0 Call to Order
- 2.0 Approval of the November 18, 2010 Special Meeting Minutes
- 3.0 Public Comment
- 4.0 Correspondence
- 5.0 Project Update
- 6.0 Old Business
- 7.0 New Business
- 8.0 Inter-Municipal Agreements (IMA) Review
- 9.0 Subcommittee Report ~ Funding
- 9.1 Subcommittee Report ~ Assessments
- 10.0 Treasurer's Report
- 11.0 Topics for Next Agenda
- 12.0 Adjournment

11.0 **Adjournment:**

Brandon Handfield made a motion to adjourn the meeting at 8:00, seconded by Paul Oliver. Approved unanimously.

Respectfully Submitted,

Yaw A. Nsiah, Acting Clerk

November 18, 2010

(Minutes are unapproved as of transcription date.)