

Town of Lebanon
WATER POLLUTION CONTROL AUTHORITY
Special Meeting
Lebanon Town Hall
Thursday, December 20, 2012 – 7:30 p.m.

SPECIAL MEETING MINUTES

Members Present: Jason Hofmann, Chairman, Brandon Handfield, Yaw Nsiah, Paul Oliver, David Martin, Al Wilder

Absent: Dave Benjamin

Also Present: Brenda Bennett, WPCA Clerk, Attorney Matthew Kinell, Waller, Smith & Palmer, P.C.

- 1.0 Call to Order. The Special Meeting of the WPCA was called to order at 7:30 p.m. by the Chairman.
- 2.0 Approval of the 11/8/12 Regular Meetings Minutes. Moved by Y. Nsiah and seconded by P. Oliver to approve the Regular Meeting Minutes of 11/8/12. Motion unanimously approved.
- 3.0 Public Comment – None
- 4.0 Correspondence – None
- 5.0 Project Update – The Chairman reported on the status of the project. The install of the grinder pumps and sewer laterals has been completed. A letter will need to be issued to DEEP to include: Certificate of Completion - will work with Fuss & O'Neill and contractor to obtain; A punch-list and walk-thru with Fuss & O'Neill; all calls fielded by the engineers office will be referred back to the WPCA office; the Bioxide Station will be completed in the Spring with new pole and circuit; pumps at Hebron end will be installed this week or next; Attorney Matthew Kinell reported on the numbers of homes pulling permits, tying into electrical and pulling building and health departments permits. No Order has been issued to residents to pull any permits or make connections. Attorney Kinell recommended issuing a Cease and Desist. The property at 174 Deepwood Drive received a building permit and sign-off from the building and health department to demolish and rebuild without any discussion and/or further consideration by this commission. Plans are to rebuild a 5-bedroom home with sewer accessibility. A meeting will be established with the Land Use and WPCA to develop a plan for WPCA sign-off on new building permits. Also, further discussion on setting a date for WPCA to conduct a Public Hearing to approve Sewer Regulations, Assessment/Use Charge Implementation.
- 6.0 Old Business – Regarding the destruction of an easement for a property that no longer exist – “a legal opinion is recommended”. This question was posed by Norman Nadeau, 59 Ledge Road.

7.0 New Business/Action Items:

7.1 Day Pitney, LLP, Invoice 33723730 dated 11/13/12, totaling \$9,000. Moved by J. Hofmann and seconded by A. Wilder to approve payment to Day Pitney, LLP in the amount of \$9,000.00. Motion unanimously approved.

7.2 Anchor Engineering Services, Inc., no action taken.

7.3 Hain Materials Corp., Invoice 5464, totaling \$161.147.25 and Hubble Construction, Payment No. 9, totaling \$272,371.24. Moved by J. Hofmann and seconded by A. Wilder to approve payment to Hain Materials Corp., Invoice 5464, totaling \$161.147.25 and Hubble Construction, Payment No. 9, totaling \$272,371.24. Motion unanimously approved

7.4 Waller, Smith & Palmer, P.C., Invoices 51492, totaling \$1,072.50, Invoice 51641, totaling \$330.00, Invoice #51926 totaling \$870.00. Moved by J. Hofmann and seconded by B. Handfield to pay Invoice 51492, totaling \$1,072.50, Invoice 51641, totaling \$330.00, Invoice #51926 totaling \$870.00. Motion unanimously approved.

7.5 Fuss & O'Neill, Invoices 160072, totaling \$42,078.47, Invoice 160866, totaling \$33,583.68, Invoice 161815, totaling \$43,777.32. Moved by J. Hofmann and seconded by D. Martin to approve payment of Invoices 160072, totaling \$42,078.47, Invoice 160866, totaling \$33,583.68, Invoice 161815, totaling \$43,777.32. Motion unanimously approved.

7.6 2013 WPCA Meeting Schedule. Moved by B. Handfield and seconded by Y. Nsiah to approve 2013 WPCA Meeting Schedule. Motion unanimously approved.

8.0 Treasurer's Report – D. Martin presented the latest WPCA Invoice Summary.

9.0 Topics for next Agenda – next meeting is a Special Meeting scheduled for January 10, 2013 for review and finalization of WPCA Regulations. A Public Hearing will be scheduled on January 24, 2013 at 7:30 p.m. followed by the WPCA Regular Meeting.

10.0 Adjournment. Moved by B. Handfield and seconded by Y. Nsiah to adjourn the Special Meeting at 8:47 p.m.

Respectfully submitted,
Brenda Bennett, Clerk

December 31, 2012

(Minutes are unapproved as of transcription date)