

Town of Lebanon
WATER POLLUTION CONTROL AUTHORITY
SPECIAL MEETING
Lebanon Town Hall
Lower Level Conference Room
Thursday, January 10, 2013 – 7:30 PM

MINUTES

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

Absent: David Benjamin

Also: Brenda Bennett, WPCA Clerk, Joyce Okonuk, 1st Selectman, Veronica Calvert, Finance Director

1.0 Call to Order at 7:36 p.m. by the Acting Chairman.

2.0 Approval of 12/20/12 Special Meeting Minutes.

Moved by D. Martin and seconded by B. Handfield to approve the 12/20/12 Special Meeting Minutes. Motion unanimously approved.

3.0 Public Comment –

3.1 Diane Johnson, P.E., USDA presented to the Commission. The USDRA Rural Development office is assisting municipalities that have received grant and/or loans from the USDA to do sewer related projects. As part of the loan/grant agreement with USDA, the town is responsible for preparing a sewer/wastewater related Emergency Response Plan (ERP) and Vulnerability Assessment (VA). The Commission agreed that the project engineer nor any other source has completed this task. The services if free, with assistance and input from the WPCA and town staff. A Certificate of Compliance was provided to the Commission that must be completed when these 2 documents have been completed and submitted to USDA Rural Development. The Commission agreed to allow Ms. Johnson to proceed with the preparation of these reports “free” of charge to comply with the USDA request. Ms. Johnson will the Commission with a project update.

Ms. Johnson also agreed to look into an possible low-interest loans through USDA that may be available to the residents in the District for assistance with sewer hook-ups, etc.

Moved by A. Wilder and seconded by P. Oliver to authorize Diane Johnson, P.E., to complete the Emergency Response Plan (ERP) and the Vulnerability Assessment (VA) study for the Lebanon Water Pollution Control Authority in the Amson Lake District. Motion unanimously approved.

4.0 Correspondence –

4.1 Letter of Resignation from Jason Hofmann was noted for the record and has been acted upon by the Selectman.

5.0 Project Update –

5.1 Joyce Okonuk, 1st Selectman and Veronica Calver, Finance Director were present to report on the status of the short-term bond. The bond will be closing on January 17, 2013, bond payback is \$6,442.292, all invoices submitted by WPCA have been paid.

5.2 It was noted that residents in the lake area may be working without proper permits from the building department as well as making grinder pump connections. This will be brought to the Building Official's attention to investigate.

5.3 It was agreed that a post-card needs to be mailed to all Amston Lake residents that the WPCA has not issued any "Order to Connect" and doing any work will void the warranty of the mechanicals. This information will also be posted on the website. The funds for the post-card and mailings were approved in 2012.

6.0 Old Business – A draft copy of the WPCA Sewer Regulations were reviewed with minor correction. The Sewer Regulations will go to Public Hearing for formal action.

7.0 New Business/Possible Action Item

7.1 Amendment No. 5, Owner-Engineer Agreement. Document was signed.

7.2 Moved by B. Handfield and seconded by A. Wilder to approve Invoice #252-1675677, BNY Mellon Corporate Trust dated January 3, 2013 in the amount of \$190.00 and 12/20/12 BNY Mellon Corporate Trust in the amount of \$500.00. Motion unanimously approved.

8.0 Treasurer's Report – the latest Trial Balance was provided by D. Martin.

9.0 Topics for next agenda – Review draft version of the Sewer Connection Permit, Discuss and Act upon WPCA Sewer Regulations; review WPCA 2013 Budget.

10.0 Adjournment. Moved by B. Handfield and seconded by D. Martin to adjourn the Special Meeting at 8:35 p.m. Motion unanimously approved.

Respectfully Submitted,

Brenda Bennett, Clerk
January 18, 2013