

Town of Lebanon
WATER POLLUTION CONTROL AUTHORITY
SPECIAL MEETING
Lebanon Town Hall
Lower Level Conference Room
Thursday, April 4, 2013 – 7:00 PM

MINUTES

Members Present: Yaw Nsiah, Paul Oliver, David Benjamin, Al Wilder, David Martin, Steve Farrick

Absent: Brandon Handfield

Also: Brenda Bennett, WPCA Clerk, Atty. Matt Kinell, Waller, Smith & Palmer

1.0 Call to Order – The Regular Meeting was called to order at 7:01 p.m. by Y. Nsiah.

2.0 Correspondence - none

3.0 Project Update

3.1 As of today's date, the Certificate of Substantial Completion has not been signed. Once the document has been signed, the 1 year warranty will begin. All project questions, comments or concerns regarding the project should be forwarded to Fuss & O'Neill for review and comment.

4.0 Old Business

4.1 Sewer Benefit Resolution – a copy of the "draft" Sewer Benefit Resolution will be filed with the town clerk 10 days prior to the public hearing. The assessment benefit was calculated by dividing the total loan amount by the 306 Amston Lake properties. The *Sewer Benefit Resolution* and *Sewer User Charge Resolution* documents were provided by Atty. Kinell, Waller, Smith & Palmer and reviewed by the Commission.

Moved by A. Wilder and seconded by S. Farrick to approve the draft of the *Sanitary Sewer Benefit Resolution for the Lebanon Amston Lake Sewer District* and *Sanitary Sewer User Charge Resolution for the Lebanon Amston Lake Sewer District* dated 4/5/13 prepared by Waller, Smith & Palmer. Abstaining: P. Oliver. Motion approved.

4.2 Sewer User Fees and Assessments – The Commission corrected the semi-annual user charge to be set at a flat rate of \$328.50.

Moved by D. Benjamin and seconded by A. Wilder to approve the Sewer User Fees with correction to be set at a flat rate of \$328.50. Motion unanimously approved.

5.0 New Business/Action Items

5.1 Set Public Hearing date for User Fees & Assessment – The Commission agreed to schedule the Public Hearing for Sewer Use and Assessment for Thursday, April 25, 2013 at 7:30 p.m. with location to be determined.

5.2 Approve Draft of Legal Notice – As recommended by Attorney Kinell, there should be two separate Legal Notices, one for User Fees and one for Assessments with the location of each property within the Amston Lake Sewer District.

5.3 Approve Waller, Smith & Palmer bills – continued to next Regular Meeting.

6.0 Treasurer's Report –

6.1 Review USDA Reporting Coversheet – continued to next Regular Meeting.

7.0 Adjournment. Moved by A. Wilder and seconded by S. Farrick to adjourn the Regular Meeting at 8:12 p.m. Motion unanimously approved.

Respectfully Submitted,

Brenda Bennett, Clerk

Dated April 11, 2013

(Minutes are unapproved as of transcription date.)