

Town of Lebanon
WATER POLLUTION CONTROL AUTHORITY
Town Hall Lower Level
Monday, April 11, 2016 – 7:30 p.m.

SPECIAL MEETING MINUTES

Members Present: Yaw Nsiah, Chairman, Bill Ingalls, John Bendoraitis and David Hartley
Absent: Steve Farrick
Staff: Cheryl Ely-DeCarlo, Administrator
Also: Jason Nowosad, WPCA Field Agent

1.0 Call to Order – The Special Meeting of the WPCA was called to order at 7:30 p.m. by Chairman, Yaw Nsiah.

2.0 Public Comment – None

3.0 Minutes

- 3.1 Approval of Regular Meeting Minutes – 2/25/2016. Moved by J. Bendoraitis and seconded by D. Hartley to approve the 2/25/2016 Regular Meeting Minutes as amended; Evoqua invoice in the amount of \$4,537.50 for 1,815 gals of bioxide.
- 3.2 Motion unanimously approved.
- 3.3 Approval of Special Meeting Minutes – 3/9/2016. Moved by J. Bendoraitis and seconded by B. Ingalls to approve the 3/9/2016 Special Meeting Minutes. Motion unanimously approved.

4.0 Correspondence

- 4.1 Reviewed correspondence received. No action necessary.

5.0 Financials

- 5.1 Treasurer's Report – B. Ingalls presented the Treasurer's Report providing an update on Accounts 235, 236 and 437.
- 5.2 An invoice in the amount of \$250 was submitted for payment to Wentworth Septic Service. Two invoices from Staples totaling \$14.77 were also presented. Motion was made by Bill Ingalls to approve payment of invoices from Staples totaling \$14.77. Motion seconded by Dave Hartley. Motion unanimously approved.

6.0 New Business

- 6.1 Motion was made by B. Ingalls to bring before the Board of Selectman the recommendation by the WPCA revising the Ordinance for the Established of the Water Pollution Control Authority; Section 2, from seven (7) members to five (5) members. J. Bendoraitis seconded motion. Motion unanimously approved.

6.2 WPCA Emergency procedures were reviewed. Water Resource Technologies is the current contact point for customers experiencing problems with their grinder pumps. All other sewer related issues should be referred to WPCA Field Agent, J.Nowosad, prior to any action being taken. To ensure that all customers are aware of procedures regarding grinder pumps, WPCA will work on developing a magnetic card outlining guidelines for proper use and include emergency contact information. Additionally, this information will also be included in the next edition of Lebanon Life.

7.0 Old Business

- 7.1 Grinder pump maintenance contract – Tabled
- 7.2 WPCA Administrator will contact S. Farrick to verify that the CT DEEP Authorized Reported Application has been submitted.
- 7.3 Discussion was held on procedures for instituting penalty fee for new connections. Further discussion and research is required on this topic.

8.0 Topics for Next Agenda

- 8.1 Grinder pump maintenance contract
- 8.2 Penalty fee for new connections
- 8.3 Review of grinder pump information magnet

9.0 Adjourn Special Meeting – John Bendoraitis moved to adjourn the meeting at 8:35 p.m. Bill Ingalls seconded. Motion unanimously approved.

Respectfully Submitted By,
Cheryl Ely-DeCarlo, Administrator
April 15, 2016 (Minutes are unapproved as of transcription date.)