

**Town of Lebanon
WATER POLLUTION CONTROL AUTHORITY
SPECIAL MEETING**

Community Center – Panel Room
Tuesday, July 19, 2016 – 7:30 PM

MINUTES

Members Present: Steve Farrick, Dave Hartley, and John Bendoraitis

Staff present: Jason Nowosad, WPCA Field Agent and Linda H. McDonald, Recording Secretary

Others Present: Kathleen Feldman, Dan Feldman, Keith Wentworth

1.0 Call to Order Special Meeting: Acting chairman, J. Bendoraitis called the meeting to order at 7:32 p.m.

2.0 Public Comment
Discuss and Act Upon:

2.1 K. Feldman - 7 Deepwood Drive

J. Nowosad reported the lot would support a home even without sewers. The town will need an easement from the property owners to be recorded with the town clerk and town would provide the grinder pump. J. Nowosad said who would install grinder pump and line to the system. Pump location is good.

Discussion followed on requirements for the grinder pump installer. If properly licensed and bonded. The board could ask for an increase in bonding requirement to \$25,000.00. The Field Agent will enforce as bonding requirement on the remaining properties that need installation.

Discussion followed on the number of bedrooms the system could support. J. Nowosad will check the code for clarification.

S. Farrick MOVED to give WPCA approval for the construction of the proposed dwelling at 7 Deepwood Drive contingent upon clarification of regulations regarding number of bedrooms by the Field Agent, recording of an easement with the town and a \$25,000.00 bond for installation of the grinder pump. D. Hartley SECONDED. MOTION CARRIED 3:0:0.

2.2 K. Wentworth reported that the emergency number on the grinder pump has not been changed to the new company, F. R. Mahony & Associates Inc. He said it is important for the committee to come up with a source list for spare parts and have them available for repairs. K. Wentworth will work with J. Nowosad to come up with a priority parts list.

3.0 Minutes
Discuss and Act Upon:

3.1 Approving the Minutes from the June 16, 2016 Special Meeting:

D. Hartley MOVED to approve the minutes from the June 16, 2016 special meeting. S. Farrick SECONDED. MOTION CARRIED 2:0:1 with J. Bendoraitis abstaining.

4.0 Correspondence

Discuss and Act Upon:

4.1 Town of Hebron WPCA – Discuss Response Received from Town of Hebron WPCA in Reply to Inquiry From Town of Lebanon WPCA to Substantiate and Explain Increase in Flow Charges for FY 2016-2017.

The board expressed its concern with the response and explanation from the Town of Hebron, regarding the increase in flow charges for FY 2016-2017. The consensus of the members is to have dialogue with Hebron to get a breakout of the shared services to determine what is benefitting the Town of Lebanon. Members had no issue with paying share of services that directly benefit Lebanon but questioned many of the costs built into the rate as they appear to have no direct relationship to Lebanon's charges. Currently, Lebanon is paying for grinder pump maintenance and administrative costs and it appears that the new rates include paying a share of those same items for Hebron. The WPCA needs a several year forecast of rate increases in order to prepare budget and determine if the rate it charges customers has to be increased due to increases in the flow charges.

J. Nowosad reported that he spoke with the Field Agent from Hebron who said it is his opinion that the two chairmen of the respective WPCA's have to talk. The consensus of the board was to table action to September when Chairman Y. Nsiah returns.

5.0 Financials

Discuss and Act Upon:

5.1 Treasurer's Report: J. Bendoraitis reviewed the finances in the operating budget and funds for FY 15/16.

5.2 Invoices Received: D. Hartley MOVED to pay Field Agent invoice of \$247.50 from fund 235. S. Farrick SECONDED. MOTION CARRIED 3:0:0.

6.0 Field Agents Report: J. Nowosad reported Mahony & Associates has received one call since 7/1/16. He has received one call because the pump breaker was not turned on. J. Nowosad will remind WPCA Administrator C. Ely-DeCarlo to get an address list to Mahoney & Associates. When received, the company will deliver in person their own magnets when applying stickers to pumps. The WPCA is waiting for contract from Mahony & Associates for signature.

J. Nowosad reviewed the list of properties without easements and grinder pumps and commented many of the properties with unconnected grinder pumps and easements are vacant. One property has been connected but there is no easement. J. Bendoraitis will ask C. Ely-DeCarlo to research this property and he will check if sewer bills have been paid.

7.0 New Business

Discuss and Act Upon:

7.1 WPCA Approval of Application for Sewerage Connection – 52 Ryan Terrace:

Discussion followed on bringing these permit applications to WPCA approval for connection if the installers are shown to be licensed and bonded and the process of notifying the Tax Collector when a property is connected. Consensus of the board is to have staff provide information of future connections to the WPCA at meetings. These applications will no longer require WPCA approval. Discussion followed on possible actions by WPCA for delinquent property owners.

S. Farrick MOVED to approve the application for sewerage connection at 52 Ryan Terrace. D. Hartley SECONDED. MOTION CARRIED 3:0:0.

8.0 Old Business

Discuss and Act Upon:

8.1 Grinder Pump Information Magnet – Review and Approve Magnet Proof: Action on this item was tabled as Mahony & Associates Inc. will be providing magnets.

8.2 Penalty Fee for New Connections: S. Farrick said there is no strategic advantage in adding a penalty fee for new connections. Consensus of the board was to remove this item from future agendas.

9.0 Topics for Next Agenda: Staff will provide a parts list recommendation for discussion at the next meeting. S. Farrick suggested that J. Nowosad keep a close check on the bioxide levels as there was a past issue one summer where the line broke and the bioxide ran dry. He recommended that staff call and schedule a delivery a week early to ensure a full tank for the summer months.

10.0 Adjournment: S. Farrick MOVED to adjourn the meeting at 9:02 p.m. D. Hartley SECONDED. MOTION CARRIED 3:0:0.

Respectfully Submitted,
Linda H. McDonald, Recording Secretary

Please see the minutes of subsequent meetings for the approval of these minutes and any corrections hereto.