TOWN OF LEBANON WATER POLLUTION CONTROL AUTHORITY

Remote Regular Meeting via Zoom

Thursday, July 23, 2020 7:00 pm

 **Minutes**

WPCA Members: Gregg Lafontaine (Chairman), Tony Tyler (Joined the meeting at 7:10pm), Harry Anderson, David Hartley,

Others Present: Jason Nowosad (Field Agent), Jeff Arpin (Amston Lake homeowner), Cathe McCall (WPCA Administrator)

1. Call to Order

The meeting was called to order at 7:00 pm by Chairman Gregg Lafontaine.

1. Public Comment - Limit 2 minutes per speaker

Jeff Arpin indicated that he was attending the meeting to hear an update on the mandatory connections.

1. Minutes
	1. Approval of minutes from June 25, 2020 Regular Meeting

**Motion made by David Hartley and seconded by Harry Anderson to approve the minutes for the June 25, 2020 Regular Meeting. Motion carried unanimously.**

1. Correspondence

The Board received a copy of a letter from The Town of Hebron WPCA. Gregg Lafontaine talked to Kevin Kelley from that organization and was told that because the meter was not working the charge is an estimate based on the average use of Hebron customers of 150 gallons per day per household.

1. Old Business
	1. Update on mandatory connections

To this point there has been one connection completed. Another connection is in progress, though that property was not on the list of those notified of the deadline. The Board discussed the following options:

* + - Immediately begin to take legal action.
		- Move the deadline out again (It was moved from the end of May 2020 to the end of August 2020 due to Covid-19 impact).

 **The following motion was made by Tony Tyler and seconded by Harry Anderson – Due to hardships being faced by the Covid-19 Pandemic the deadline to obtain a permit will be extended to December 31, 2020 with the connection to be completed by April 2, 2021. The motion passed unanimously.**

* 1. Generator Maintenance report from J. Nowosad.

The generators are both functional. Maintenance is not needed at this time but Nowosad indicated it would be done within the next six (6) months.

* 1. Vacuum release valve flushing.
		1. Estimate of required work, estimated cost for budgeting, and proposed flushing schedule from J. Nowosad

Nowosad provided this information to G. Lafontaine today. Mr. Lafontaine will forward this to the board for review.

J. Nowosad also reported that one valve was changed on Deepwood Drive near the meter chamber last week. The plan is to clean any valve that is replaced and reuse it again when needed, but also suggests two more be purchased as spares. The cost to purchase two new, and to remove and clean all currently installed valves yearly would be $5,016.00. With the two additional valves there would be four spares.

In the estimates provided to Mr. Lafontaine Nowosad included information on several items such as the cost of monthly meter flushing, inspection of valves, expected charges from FR Mahoney, grinder pump and chamber maintenance, etc. The numbers are based on the few times this work has been done in the past, but with limited data the amounts could be inconsistent. Nowosad expects that due to age, grinder pumps will start failing more often and maintenance costs will escalate.

* + 1. Documentation of system maintenance requirements for private roads

This information to be supplied by Jay Tuttle of DPW.

* 1. Status of Jet Truck.

Some fittings have been obtained with others still needed. Further maintenance on the truck is needed but it has been used to flush meter pipe and is working well.

* 1. Status of meter, proposed flushing schedule estimated cost for budgeting.

The meter was working but failed last month. It is sensitive to sediment buildup in the pipes. Two weeks ago, the pipes were flushed, and Paul Santoro came out and looked at the meter. At that time the signal strength still wasn’t strong. Changes were made to the jet truck fitting and the pipes were reflushed and the meter then provided a very strong signal. Paul Santoro provided a letter confirming the meter was operating with strong signal strength. It is proposed that flushing be done monthly. Another reading was done today and with 8.19 days of data the average use was 8492 gallons per day. For 30 days it would average 254,760 gallons which is only one quarter of what Hebron WPCA was estimating. Nowosad, Lafontaine and Tyler will be meeting with Hebron on August 19, 2020 to discuss this further. Gregg Lafontaine suggested Lebanon pay Hebron WPCA some of the billing charge at this time. He believes we should authorize a payment of $3,000.00.

**A motion was made by Tony Tyler to authorize a payment of $3,000.00 to The Town of Hebron WPCA toward June’s invoice. Harry Anderson seconded. The motion carried with none opposed.**

There was discussion around the possibility of having monitoring on the meter so that it would be immediately apparent if there was an issue. This would require internet service and installation of interface equipment. Jason Nowosad and Tony Tyler will follow up on this with the appropriate individuals. Nowosad added that if we are to install internet service it would also be good to have remote monitoring at the Hebron end for Bioxide efficiency.

1. Field Agent’s Report
	* 1. FR Mahoney service call(s)

A fair amount of calls have been reported to FR Mahoney of late.

* + 1. Other service issues / incident report

Issue with air vac release valve as noted previously

1. Financials
	1. Invoices received.

In addition to the invoices forwarded with the meeting materials there was one (1) from Reds Building for $14.50 and four (4) additional invoices from FR Mahoney totaling $2449.58. G. Lafontaine has approved them.

* 1. Fiscal year 2019/2020 financial summary, discuss 2020/2021 budget.

As the report provided with the meeting materials did not include the new invoices noted in item a. above, the data will be added, and the summary updated.

1. New Business
	1. Nothing to discuss
2. Topics for Next Agenda

Report on remote monitoring of the meter

Specifications for maintenance on private roads

1. Adjournment

**Motion made by Tony Tyler and seconded by Harry Anderson to adjourn the meeting at 8.08 pm. Motion carried.**

Respectfully submitted,

Catherine McCall

Water Pollution Control Authority Administrator

Town of Lebanon