

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

Town Hall – Upper Conference Room
Monday, October 23, 2017 – 7:00 PM

MINUTES

Members Present: Chairman, C. Morris-Scata, Treasurer, J. Bendoraitis, H. Anderson

Members Absent: D. Hartley, S. Farrick

Staff Present: C. Ely-DeCarlo, WPCA Administrator

Staff Absent: J. Nowosad, WPCA Field Agent

1.0 Call to Order Regular Meeting – C. Morris-Scata, Chairman called the meeting to order at 7:01 p.m.

2.0 Public Comment – None to report

3.0 Minutes

Discuss and Act Upon:

3.1 Approving the Minutes from the June 22, 2017 Special Meeting – J. Bendoraitis moved to approve the minutes from the September 25, 2017 Regular Meeting. H. Anderson seconded. Motion unanimously approved.

4.0 Correspondence – J. Bendoraitis noted email received from USDA regarding PAD (Preauthorized Debt) Payments. This item to be discussed under New Business. No other correspondence received.

5.0 Field Agents Report – Field Agent J. Nowosad was not present. No report.

Discuss and Act Upon:

5.1 Service Issues

5.1.1 F. R. Mahony Service Calls –C.Ely-DeCarlo noted a service call was made to 26 West Island Beach Road on 8/31/2017. Station was full of grease and debris, which caused the failure. A brief discussion was held on this service call. Administrator, C. Ely-DeCarlo will provide the customer with a copy of the grinder pump prohibited items list.

5.1.2 Other Service Issues – None reported.

J. Tuttle, Highway Foreman, provided input on manhole issues and shared his concerns about the condition of paved roads in the Amston Lake area. J. Tuttle stated that there are a lot of depressions in the roads that should be addressed. A brief discussion was conducted on both manhole issues and road conditions. J Tuttle will obtain additional information for repairing depression in the roads and provide at a future WPCA meeting.

5.2 Quotes Received for Manhole Repairs – This item was tabled. At this time WPCA is reconsidering scope of work and will not be proceeding with manhole repairs at this time.

6.0 Financials

6.1 Treasurer's Report – WPCA Treasurer, J. Bendoraitis, presented the Treasurer's Report providing members with the financial activity in Accounts 235, 236, and 437. J. Bendoraitis also reviewed the Effluent Processing Report.

6.2 Invoices Received – Invoices received and submitted for payment were noted.

6.2.1 F. R. Mahony invoice SL15250-IN in the amount of \$850.00 was received. J. Bendoraitis moved to approve invoice SL15250-IN in the amount of \$850.00 submitted by F. R. Mahony & Associates. H. Andersons seconded. Motion unanimously approved.

6.3 Review of User Fees – Discussed under 7.2, Preparation for Public Hearing.

7.0 New Business

Discuss and act upon:

7.1 USDA Loan Repayment – Discussion was held on correspondence received from USDA regarding new mandatory Authorization Agreement for Preauthorized Payments. Further discussion was held on paying additional principal on the existing USDA loan. No further action was taken.

7.2 Preparation for Public Hearing – C. Ely-DeCarlo provided a draft of the Legal Notice prepared for the Public Hearing to be held on November 16, 2017. Recommended changes will be incorporated. J. Bendoraitis provided information on pending rate change and a discussion was held on items to be presented at the public hearing.

8.0 Old Business

Discuss and act upon:

8.1 Joint Facilities Committee (JFC) Meeting Dates, Agendas, and Minutes – C. Ely-DeCarlo noted there were no new agendas or minutes posted to the JFS website. C. Ely-DeCarlo will contact JFC to obtain next meeting date and location.

9.0 Topics for Next Agenda – Public Hearing, Invoices Received, Manhole Covers, Street Repairs.

10.0 Adjournment – J. Bendoraitis moved to adjourn the meeting at 8:34 p.m. Motion seconded by H. Anderson. Motion unanimously approved.

Respectfully Submitted,
Cheryl Ely-DeCarlo, Administrator
Water Pollution Control Authority

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