

TOWN OF LEBANON WATER POLLUTION CONTROL AUTHORITY

Town Hall Lower Level Conference Room

Regular Meeting

Thursday, November 21, 2019 7:00 pm

Minutes

Members: Gregg Lafontaine (Chairman), Harry Anderson, David Hartley, Carol Morris-Scata (absent), Toni Tyler

Others in attendance: Jason Nowosad (Field Agent), Catherine McCall (WPCA Administrator)

A. Call to Order

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

B. Public Comment - Limit 2 minutes per speaker

- a. Joyce Clark, 6 Deepwood Drive, Lebanon stated that she is attending the meeting to follow what is happening with regards to unconnected properties.

C. Minutes

- a. Approval of minutes from October 24, regular meeting.

Motion made by H. Anderson and seconded by T. Tyler to accept the minutes of the October 24, 2019 regular meeting. Motion passed.

D. Old Business

- a. Continued discussion of steps / timeline for compliance of unconnected properties
Catherine Marrion of Waller, Smith & Palmer provided additional information regarding this matter. Included was an estimated cost of litigation for legal fees, publication and other costs to foreclose on a property. G. Lafontaine will ask the Tax Collector for the formula for billing penalties and interest. If they do not have the information, he will request it from legal. It was determined that the timeline should be discussed in the December meeting for January implementation. G. Lafontaine will create a schedule of proposed dates as a baseline.
- b. Updates from legal – Covered in Old Business item 'a'.

E. Correspondence – None

F. Field Agent's Report

- a. Service Issues:

- i. R. Mahoney service call (s) – No issues reported
 - ii. Other service issues/incident report – No issues reported
- b. Flow Meter – Badger Meter Calibration Certificate, Updates (recorded data) – J. Nowosad passed out meter readings that have been taken over the past month. The flow rate is low. During that time J. Nowosad was contacted by the Hebron WPCA field agent who indicated that he questioned the validity of the numbers being generated by the new meter. He stated that he would come out again on December 1, 2019. J. Nowosad believes that the calibration proves the meter is working properly. G. Lafontaine asked Nowosad to contact him following the December reading so that he is up to date on what is occurring.
- c. Flushing schedule – J. Nowosad determined the calculations at 250 and 500 gallons per site. Has contacted K. Wentworth and asked for a cost estimate for the flushing based on these numbers and the proposed schedule. Many other towns do not have to flush, but as we have had some issues Nowosad believes it necessary.

G. Financials

- a. Invoices received
 - i. Evoqua dated 10/23/19 for \$4867.60 – G. Lafontaine approved this earlier in the month. He believes the bill was consistent with the contract and similar to the one received at the same time last year.
 - ii. Evoqua dated 10/31/19 for \$275.00 – G. Lafontaine previously approved.
 - iii. Wentworth Septic Service, LLC dated November 11, 2019 for \$653.00 – This bill was incurred at the time of the meter installation.
 - iv. Town of Hebron dated 11/14/19 for \$3336.42 – October charge of 1,520.00 and supplemental charge of 1,816.17 attributed to malfunctioning flow meter. G. Lafontaine suggests the board authorize the October charge and hold off on paying the supplemental until we have better data from the new meter.

Motion made by David Hartley and seconded by Harry Anderson to approve all invoices as presented, withholding the \$1,520.00 Town of Hebron supplemental charge until better numbers can be obtained. Motion passed.

- b. Budget review – It was agreed that the board should devise an internal budget for 2020. G. Lafontaine will review past numbers to create a starting basis for discussion at the December meeting.

H. New Business:

- a. Evoqua Report – Lafontaine questioned if members of the board would like to see this report and if so, how often. There was no interest indicated. The WPCA Administrator will continue to send it to J. Nowosad weekly and notify G. LaFontaine if there are any red flags.

- b. Authorizations to approve bills for payment – Lafontaine asked that someone entertain a motion to authorize the Chairman to approve payment for regular and contracted invoices.

Anderson motioned to authorize the Chairman to approve payment for regular, budgeted and contracted invoices. Tyler seconded. Motion passed.

- I. Topics for Next Meeting –
 - a. Time line – apply dates to the timeline for connections to Amston Lake Sewer system.
 - b. G. Lafontaine suggested that officers should be elected at the December meeting. Chairman and Secretary-Treasurer positions will be determined.
 - c. The 2020 meeting schedule should be distributed to all members during the December meeting.

J. Adjournment

Motion made by D. Hartley and seconded by H. Anderson to adjourn the meeting at 7:37 pm. Motion passed,

Respectfully submitted,

Catherine McCall,
Water Pollution Control Authority Administrator
Town of Lebanon