

Town of Lebanon  
**WATER POLLUTION CONTROL AUTHORITY**  
Town Hall – Lower Level Conference Room  
Regular Meeting  
Thursday, January 24, 2019 – 7:00 PM

**MINUTES**

1. Call to Order – Chairman, C. Morris-Scata called the meeting to order at 7:02 p.m.  
Members present: Chairman, C. Morris-Scata, S Farrick, Treasurer, G. Lafontaine, H. Anderson

Staff Present: J. Nowosad, Field Agent, C. Ely-DeCarlo, Administrator

Absent: D. Hartley

2. Correspondence  
Discuss and Act Upon Correspondence Received – C. Ely-DeCarlo reported the following correspondence was received:
  - 2.1 Amston Lake Treasurer/President – List of properties not connected to the Amston Lake Sewer Association was requested by Anita Connor, Treasurer Amston Lake District. C. Ely-DeCarlo provided list as requested. An additional email was received from Frank Hoisl, President Amston Lake District requesting additional information regarding properties that are not connected to the Amston Lake Sewer System. C. Morris-Scata noted that an email was sent to Mr. Hoisl explaining the information requested will be added to the WPCA February agenda and addressed at that time.
  - 2.2 Response from Town of Hebron WPCA – October Flow Charges – C. Morris-Scata noted that an email was sent to Town of Hebron WPCA requesting an explanation of additional charges included in the October 2018 invoice. Town of Hebron WPCA responded to the request stating the additional flow charges were due to additional rainfall. C. Morris-Scata noted she attended a Joint Facilities meeting and was advised that rainfall would not affect our type of system (low pressure system). C. Morris-Scata asked Joint Facilities for supporting information. C. Morris-Scata also referenced the agreement between the Town of Lebanon and Town of Hebron that clearly states Lebanon WPCA's responsibilities.
  - 2.3 C. Ely-DeCarlo stated that an email was received from Preston Records, 52 Lakeview Heights, regarding rocks on his property where his driveway meets the road. C. Morris-Scata reviewed this issue with WPCA members noting, WPCA needs to determine costs for removing said rocks. A discussion was held on options for removing the rocks. G. Lafontaine moved to hire subcontractor, as determine by J. Nowosad, to remove the rocks since DPW was unable to address the issue of removing the rocks. H. Anderson seconded. Motion unanimously approved. C. Morris-Scata will respond to P. Records.

3. Minutes  
Discuss and Act Upon:

- 3.1 Approving the Minutes from the December 13, 2018 Regular Meeting - H Anderson moved to approve the minutes from the December 13, 2018 Regular Meeting. S. Farrick seconded. Motion unanimously approved.

4. Field Agents Report

Discuss and Act Upon:

4.1 Service Issues

- 4.1.1 F. R. Mahony Service Call(s) – Field Agent, J. Nowosad, noted there were no service calls to report. S. Farrick noted there were two invoices submitted by F. R. Mahony for service calls at 356 Deepwood Drive and 124 Deepwood Drive.
- 4.1.2 Other Service Issues – None other service issues to report.
- 4.1.3 Purchase of Grinder Pump – J. Nowosad stated he received a formal quote of \$4,758.00 for Grinder Pump and \$295.00 ea. for curb stop assemblies. Shipping costs of \$230.00 were included in the quote. J. Nowosad wants to check on shipping costs and will order pump and assemblies once shipping costs have been clarified. S. Farrick noted the pumps ordered in May 2018 were the same price.
- 4.1.4 Flow Meter – J. Nowosad provided members with a Reading and Flow Rate Analysis report and reviewed data. J. Nowosad also presented a quote received from Control Systems of Connecticut, Inc. for a replacement flow meter. Cost of Parshall Open Channel Flume with Ultrasonic Flow Level Sensor is \$20,660.00 all inclusive. S. Farrick requested that WPCA obtain a bond for this work. J. Nowosad will move forward to obtain a performance bond in the amount of \$20,660.00. G. Lafontaine moved, based on Jason's report this week, to proceed with purchase of the Parshall Open Channel Flume Ultrasonic Flow Level Sensor for \$20,660.00 requiring performance bond (\$20,660.00). S. Farrick seconded. Motion unanimously approved
- 4.1.5 Flushing Schedule & Costs – No further updates to report.

5. Financials

Discuss and Act Upon:

- 5.1 Treasurer's Report – S. Farrick presented members with a copy of the Invoice Approval Summary report noting that the only invoice that has not been approved is the last item, Hebron invoice in the amount of \$4,527.12. S. Farrick distributed a copy of the Lebanon WPCA - Effluent Processing Report to members and provided a detailed explanation of flows, processing costs and usage for 2016, 2017 and 2018. A brief discussion followed on flow and charges from Town of Hebron WPCA. G. Lafontaine suggested that we send Hebron \$3,000.00 in the interim for the December 2018 invoice. S. Farrick moved to short pay the December 2018 Hebron WPCA invoice sewer use charge with a payment of \$3,000.00, the remaining amount of the \$4,526.93 due (\$1,526.93) requiring further review. Seconded by G. Lafontaine. Motion unanimously approved.
- 5.2 Invoices Received (Mahoney, Evoqua, Others) – No other invoices were received for approval.
- 5.3 USDA Loan Payment – S. Farrick reviewed Account 235 and 236 – Enterprise Funds and provided members with an overview of the Amston Lake USDA Loan Analysis. A discussion was held on budget amounts and USDA Loan.

S. Farrick moved to approve payment of an additional \$100,000 on principal on the USDA Loan. H Anderson seconded. Motion unanimously approved. S. Farrick will notify V. Calvert of this decision. A review of Town Funded account 437 was also provided.

6. New Business

Discuss and Act Upon New Business

- 6.1 F. R. Mahony Contract – J. Nowosad state there are not issues with F. R. Mahony.
- 6.2 Evoqua Contract – C. Morris-Scata noted Evoqua has been doing a good job and discussed Evoqua contract. S. Farrick noted he has a scope of work that was drawn up for the last contract and will bring it to the next meeting. J Nowosad noted that there are a limited number of vendors providing service for this type of system. C. Morris-Scata suggested Evoqua be invited to the February or March meeting to discuss contract pricing and services provided. C. Ely-DeCarlo will contact Evoqua and invite them to attend the February or March WPCA meeting.
- 6.3 New Sewer Applications Received – None received
- 6.4 Incident Reports – None to report

7. Old Business

Discuss and Act Upon Old Business

- 7.1 Evoqua Replacement parts for VDLT Unit (Screen & Keypad) – J. Nowosad informed members that installation of these parts was completed.
- 7.2 Agreement between Town of Lebanon and Town of Hebron – Amston Lake Sewerage System – No further discussion held. C. Ely-DeCarlo will scan and email members a copy of this agreement.

8. Topics for Next Agenda – Standard Topics, Amston Lake District Information Request, Flow Meter Replacement, Flushing Schedule & Costs, F. R. Mahony Contract, Evoqua Contract, Reappointment G. Lafontaine, Amston Lake Payment Delinquencies and Amounts

9. Adjournment – H. Anderson moved to adjourn the meeting at 8:07 p.m. S. Farrick seconded. 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.