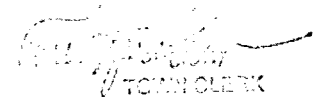


2017 APR 19 P 2:52

**Town of Stafford**  
**Water Pollution Control Authority**  
Special Meeting  
Tuesday, April 18, 2017  
6:30 P.M. - Veteran's Meeting Room



TOWN CLERK

Members Present: Chairman Paul Burns; David Walsh; Scott Bonett; Douglas Fassett

Also present: Superintendent Richard Hartenstein, Jr., Business Manager Jane LaMorte

Index:

1. Call To Order
2. Minutes of March 27, 2017
3. 2017-18 WPCF Expenditures- Discussion and Possible Action
4. 2017-18 Sewer User Rates- Discussion and Possible Action
5. WPCA Legal Opinion
6. Facilities Evaluation Project- Discussion of Wright-Pierce
7. Staff Reports
8. Collector of Revenue Report- Review of Department Finances; List of Delinquent Users
9. Adjournment

**1. Call To Order**

The meeting was called to order at 6:47 p.m. A quorum was established.

**2. Minutes of March 27, 2017**

*Mr. Fassett moved to accept the minutes of March 27, 2017, and Mr. Walsh seconded the motion. Motion carried with a 3-0-1 vote, with Mr. Burns abstaining.*

**3. 2017-18 WPCF Expenditures**

*Mr. Walsh moved to accept the proposed WPCF operational budget for fiscal year 2017-18, with operating costs of \$1,520,515 and an adjustment for uncollectable fees in the amount of \$76,026, for a total budget of \$1,596,541. Mr. Bonett seconded the motion and the motion carried with a 3-0-1 vote, with Mr. Burns abstaining.*

**4. 2017-18 Sewer User Rates**

*Mr. Bonett moved to approve the proposed sewer user rates (see attached) for fiscal year 2017-18, as filed in the Town Clerk's Office on April 5, 2017, due and payable July 1, 2017 and January 1, 2018. Mr. Fassett seconded the motion and the motion carried with a 3-0-1 vote, with Mr. Burns abstaining.*

**5. WPCA Legal Opinion**

The board discussed the legal procedure for approving the WPCF operational budget and the role of the Board of Finance in making the budget and setting sewer user rates. Mr. Hartenstein has been in contact with an outside attorney for the purpose of clarifying the issue, but has not yet reached a conclusion.

## **6. Facilities Evaluation Project**

Mr. Hartenstein and Ms. LaMorte met with representatives from Wright-Pierce Engineers last week. A scope of work for the project will be prepared for the next WPCA meeting.

The board discussed the possible connection of properties along the Route 190 corridor, including Johnson Memorial Hospital and the West Stafford School, to the sewer system, but reached no conclusions.

## **7. Staff Reports**

Mr. Hartenstein explained that, due to recent high rains, the WPCF treatment process had to be temporarily reconfigured starting on April 5. The treatment process was returned to normal as of April 17.

The plant underwent a routine surprise inspection by DEEP representatives on Thursday, April 13.

## **8. Collector of Revenue Report**

- Review of Department Finances

Total collections for the month of February were \$130,413, and total expenses were \$86,906. Total collections for the month of March were \$15,902 and total expenses were \$110,378. The balance of the sewer reserve is \$398,510 and the balance of the sewer fund is \$1,598,348.

- List of Delinquent Users

Ms. LaMorte has collected \$103,947 in back fees in fiscal year 2017-18. One foreclosure account was found to be erroneously charged as two units, and has been corrected to one unit. The foreclosure proceedings will not be altered by this change, only the amount owed.

## **9. Adjournment**

*Mr. Fassett moved to adjourn the meeting at 7:45 p.m. and Mr. Walsh seconded the motion. Motion carried with a 3-0-1 vote, with Mr. Burns abstaining.*

Respectfully Submitted,



Blake Smith  
Recording Secretary

**PROPOSED SEWER USER RATE CHARGES  
FOR  
FISCAL YEAR JULY 1, 2017 THROUGH JUNE 30, 2018**

The following are the proposed sewer user charges for Fiscal Year 2017 2018:

1. Level 1	Residence, Per Single Unit (0 – 65,000 Gallons Per Year)	\$300.00
2. Level 2	0 - 65,000 Gallons Per Year	300.00
3. Level 3	65,001 - 130,000 Gallons Per Year	600.00
4. Level 4	130,001 - 195,000 Gallons Per Year	900.00
5. Level 5	195,001 - 260,000 Gallons Per Year	1,200.00
6. Level 6	260,001 - 325,000 Gallons Per Year	1,500.00
7. Level 7	325,001 - 390,000 Gallons Per Year	1,800.00
8. Level 8	390,001 - 455,000 Gallons Per Year	2,100.00
9. Level 9	455,001 - 520,000 Gallons Per Year	2,400.00
8. Level 8	Over 520,001 will be \$4.62 per 1,000 gallons or portions thereof	
9. Level 9	Septic Dumpings will be \$0.075 per gallon	