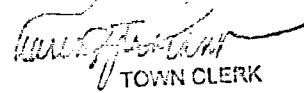


2017 AUG 30 A 9:49


TOWN CLERK

Town of Stafford
Water Pollution Control Authority
Special Meeting
Monday, August 28, 2017
5:30 P.M. - Veteran's Meeting Room

Members Present: Chairman Paul Burns; David Walsh; Scott Bonett; Douglas Fasset; B. Allen Warren

Also present: Superintendent Richard Hartenstein, Jr.; Business Manager Jane LaMorte; Mandy Fisher, 111 West Stafford Rd.

Index:

1. Call To Order
2. Minutes of July 17, 2017
3. Facilities Evaluation Project- Scope of Study (Wright-Pierce)
4. Staff Reports- Meadow Lane Pump Station Rebuilding; Operator I Position
5. New Business- Furnace Ave. Manhole Raising; Clarifier Painting; Thickener Painting
6. Old Business- UV System; Tank Trailer; JMH Update
7. Collector of Revenue Report- Review of Department Finances; List of Delinquent Users; Transfer FY 2016-17
8. Legal- Foreclosures
9. Adjournment

1. Call To Order

The meeting was called to order at 5:37 p.m. A quorum was established.

2. Minutes of July 17, 2017

Mr. Walsh moved to accept the minutes of July 17, 2017, as read and Mr. Bonett seconded the motion. Motion carried with a 4-0-1 vote, with Mr. Burns abstaining.

3. Facilities Evaluation Project

- Scope of Study- Wright-Pierce

CT DEEP is currently evaluating the scope of work for the facilities evaluation.

4. Staff Reports

- Meadow Lane Pump Station Rebuilding

Mr. Hartenstein is compiling a request for proposals for rebuilding the pump station. A complete rebuild is necessary, due to the age and obsolescence of the electronic equipment.

- Operator I Position

Mr. Hartenstein has released to the public a job description for an Operator I/CDL holder with tanker endorsement. The previous employee in this position has separated employment from the Town of Stafford WPCF, as the position requires an Operator I certificate within two years of the date of hire. The employee in question took the Operator I exam in July 2017 for the fourth time and did not pass.

Mr. Hartenstein explained that hiring an Operator I/CDL holder at current pay rates will be difficult. The board discussed possible solutions but no decisions were made regarding this item.

5. New Business

- Furnace Avenue Manhole Raising

VMS Construction has finished raising the manholes on Furnace Avenue that were affected by the new paving.

Mr. Fassett moved to appropriate funds for payment to VMS Construction Company, not to exceed \$25,000, for the raising of twenty-one manhole covers. Mr. Walsh seconded the motion and the motion carried with a 4-0-1 vote, with Mr. Burns abstaining.

- Clarifier/ Thickener Painting

The surface scrapers of the clarifiers and thickeners have been touched up with epoxy paint since their installation in 2010. Mr. Hartenstein would like to have them professionally sandblasted and repainted to increase their usable lifespan.

No decisions were made regarding this item.

6. Old Business

- UV System

The first bank of UV lights has been rebuilt and is working well.

- Tank Trailer

The new tank trailer has been ordered and is expected to arrive in approximately two months. Mr. Hartenstein has received a bid for the old tank trailers, in the amount of \$17,500 for both. This money will be turned over to the Town of Stafford treasurer.

- JMH Update

Johnson Memorial Hospital will be upgrading their sewer treatment plant, by order of CT DEEP, and will not require connection to the Stafford WPCF.

7. Collector of Revenue Report

- Review of Department Finances

Total collections for the month of July were \$329,740, and total expenses were \$198,313. The balance of the sewer reserve is \$398,907 and the balance of the sewer fund is \$1,025,114.

- List of Delinquent Users

Ms. LaMorte distributed an updated list of delinquent users. \$9582.67 in back fees was collected in July. Ms. LaMorte is working with the state marshal to compile a list of accounts that will be returned to the WPCA then sent to foreclosure.

- Transfer FY 2016-17

Ms. LaMorte presented the list of monies to be transferred out of the sewer reserve capital expense passbook for replacement of the vacuum truck.

Mr. Bonett moved to approve the following transfer into the sewer fund, and Mr. Fassett seconded the motion. Motion carried with a 4-0-1 vote, with Mr. Burns abstaining.

TRANSFER REQUEST AS FOLLOWS

**FROM FISCAL YEAR 2016-2017
BALANCES:**

<u>From</u>	<u>To</u>	<u>Amount</u>
PASSBOOK	SEWER FUND	
SEWER RESERVE	25-340-7245	\$ 246,246
CAP. EXP. PASSBOOK	(Vehicle Repair/Replacement	

8. Legal

- Foreclosures

Four account holders have made partial payments. Mr. Muska has filed the court documents for another account.

9. Adjournment

Mr. Fassett moved to adjourn the meeting at 6:20 p.m. and Mr. Warren seconded the motion. Motion carried with a 4-0-1 vote, with Mr. Burns abstaining.

Respectfully Submitted,

Blake Smith

Blake Smith
Recording Secretary