

Town of Stafford
Water Pollution Control Authority
Regular Meeting
Monday, July 16, 2018
5:30 P.M. - Veteran's Meeting Room

2018 JUL 18 P 12:00


TOWN CLERK

Members Present: Chairman Allen Warren; Scott Bonett; Roger Thomas; David Walsh

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

Index:

1. Call To Order
2. Minutes of June 18, 2018
3. Chairman's Comments – Board Members Comments
4. Old Business- Weston & Sampson – RT 190 – West St. Sewer Line Replacement; Weston & Sampson – I&I SSES Phase II Update; Filter Rehab – Update
5. New Business – Neuros Blowers
6. Staff Reports (Superintendent)- Meltric Electrical Connectors; New Employees DEEP Test; Other
7. Collector of Revenue Report- Review of Department Finances; List of Delinquent Users; Transfers FY 17-18
8. Legal- Foreclosures
9. Adjournment

1. Call To Order

The meeting was called to order at 5:42 p.m. A quorum was established.

2. Minutes of June 18, 2018

Mr. Walsh moved to accept the minutes of June 18, 2018, as read. Mr. Thomas seconded the motion. Motion carried with a 3-0-1 vote, with Mr. Warren abstaining.

3. Chairman's Comments

- Board Members Comments

Chairman Warren inquired about common practice with reoccurring vendors. Superintendent Hartenstein acknowledged that the best price for services and materials were continually being looked into.

4. Old Business

- Weston & Sampson – RT 190 – West St. Sewer Line Replacement

The draft plans are proposed to be complete by mid-August. Project anticipated being underway in October 2018.

- Weston & Sampson – I&I SSES Phase II Update

The smoke testing portion of Phase II commenced as on Monday, July 16th. They will continue through August in an effort to find breaks in the sewer laterals. Building inspections are scheduled to begin on Monday, July 23rd. The inspections are focused on finding illegal connections to the system. A report will be submitted by Weston and Sampson upon completion.

- Filter Rehab - Update

The contractors are back on site and have installed two (2) massive screens in one day. The project has one month to completion. Upon taking the filters down, the 4" air piping was

discovered to have rusted on all four (4) filters. This galvanized pipe has been in place for eighteen (18) years. Holzner Construction submitted two (2) quotes, as a change order, for replacement of these pipes: Change Order #1R1 replacement with galvanized pipe for \$4,939.25 and Change Order #1 replacement with stainless steel pipe for \$11,627.65

Mr. Bonett made a motion to approve Change Order #1R1, the cost to replace the existing 4" air piping with new galvanized schedule 80 4" pipe and galvanized steel flanges, in the amount of \$4,939.25. All labor and material to remove and install new are included for all four (4) filters. Mr. Thomas seconded the motion. Motion carries with a 3-0-1 vote, with Mr. Warren abstaining.

5. New Business

- Neuros Blowers

A proposal for an extended preventative routine maintenance plan was received in the amount of \$8,950. The plan covers two (2) 50-horsepower blowers. The blowers are an integral piece of equipment at the plant and a diagnostic test is necessary. Purchase Order for this proposal requires signature of Chairman Warren.

6. Staff Reports: (Superintendent)

- Meltric Electrical Connectors

Staff at the plant is required to pull mixers and pumps every three (3) months. Upon removal, wires are disconnected and arc flash gear is necessary. The Meltric connectors enable staff to simply unplug at connector site. The connectors, which double as a safety mechanism, are \$700-\$800 per unit and the plant requires thirteen (13).

- New Employees DEEP Test

The new employees sat for the Class I Wastewater Test Wednesday, July 11th. The results are not in but each employee felt confident that they had passed. They have both shown a great effort in preparation for the test.

- Other

Motorola two-way radios were purchased for approximately \$3,200. This includes five (5) radios, headsets and microphones, all with a seven (7) year warranty. The radios will improve communication while on the Vac truck and camera truck while providing ear protection.

7. Collector of Revenue Report

- Review of Department Finances

Total collections for the month of June were \$88,386, and total expenses were \$168,376. The balance of the sewer reserve is \$544,971 and the balance of the sewer fund is \$1,016,148.

- List of Delinquent Users

Ms. LaMorte presented the list of delinquent users to the board. A year-end report of delinquent user collections was distributed. Total back fees for the fiscal year were \$97,801.

- Transfers FY 2017-2018

Mr. Walsh made a motion, seconded by Mr. Thomas to transfer the following within the sewer fund:

<u>From</u>	<u>To</u>	<u>Amount</u>
SEWER FUND	SEWER FUND	
25-340-1180	25-340-6110	\$ 1,794
(Sal: Operational)	(Sewer Line System Maint)	
25-340-8250	25-340-4500	\$ 250
(Rental: Sewer Pipe RR)	(Telephone)	
25-340-3304	25-340-3320	\$ 195
(Cont Serv- Office Machines)	(Repairs & Maint- Vehicles)	
25-340-1520	25-340-4100	\$ 2,725.86
(Uniform Allowance)	(Utilities: Electricity)	
25-340-5101	25-340-7241	\$ 3,484.95
(Lab: Supplies, Materials)	(CAP: Line Maint)	
25-340-7025	25-340-7245	\$ 8,366
(State Insp/Permit Fees)	(CAP: Vehicle Replacement)	
25-340-3325	25-340-7245	\$ 6,433
(Repair Maint: WPCF)	(CAP: Vehicle Replacement)	
25-340-1182	25-340-7245	\$ 1,331
(Sal: Overtime)	(CAP: Vehicle Replacement)	
25-340-5110	25-340-7245	\$ 961
(Equip & Supplies)	(CAP: Vehicle Replacement)	

25-340-5320 (Vehicle: Gas & Oil)	25-340-7245 (CAP: Vehicle Replacement)	\$ 1,134
25-340-5100 (Office Supplies)	25-340-7245 (CAP: Vehicle Replacement)	\$ 780
25-340-3825 (Test: Heavy Metals & Toxic)	25-340-7245 (CAP: Vehicle Replacement)	\$ 730
25-340-2015 (Fica/Medicare: Employer)	25-340-7245 (CAP: Vehicle Replacement)	\$ 795
25-340-3180 (Public Notices/Liens)	25-340-7245 (CAP: Vehicle Replacement)	\$ 450
25-340-5101 (Lab: Supplies, Materials)	25-340-7245 (CAP: Vehicle Replacement)	\$ 470

Motion carries with a 3-0-1 vote, with Mr. Warren abstaining.

Mr. Bonett made a motion, seconded by Mr. Thomas to transfer the following from the Sewer Fund to the Sewer Reserve for Capital Expenses Passbook:

<u>From</u>	<u>To</u>	<u>Amount</u>
SEWER FUND	SEWER FUND	
25-340-7245 (Vehicle Repair/Replacement)	SEWER RESERVE CAP. EXP. PASSBOOK	\$ 25,000
25-340-7241 (Major Sewer Line Repair/Replacement)	SEWER RESERVE CAP. EXP. PASSBOOK	\$ 29,000

25-340-7235

SEWER RESERVE

\$10,000

(Special Revenue Compensation) CAP. EXP. PASSBOOK

Total of \$64,000

Motion carries with a 3-0-1 vote, with Mr. Warren abstaining

8. Legal

- Foreclosures

Attorney Muska has been working with a foreclosure account for over a year. There were promises to make payments in the past but nothing was ever received. The property went to court on Monday, July 9 and was ordered to an auction to be held on September 22nd.

9. Adjournment

Mr. Thomas moved to adjourn the meeting at 6:37 p.m. and Mr. Walsh seconded the motion. Motion carried with a 3-0-1 vote, with Mr. Warren abstaining.

Respectfully Submitted,



Jane LaMorte
Recording Secretary