

2018 OCT 17 P 1:02

3 pages

  
TOWN CLERK

**Town of Stafford**  
**Water Pollution Control Authority**  
Regular Meeting  
Monday, October 15, 2018  
5:30 P.M. - Veteran's Meeting Room

Members Present: Chairman Allen Warren; Scott Bonett, Douglas Fassett, Mandy Fisher, David Walsh

Also present: Superintendent Richard Hartenstein, Jr.; Jane LaMorte, Business Manager; Timothy Webb, Town of Ellington; Sewer User

Index:

1. Call To Order
2. Election of Chairman and Co-Chairman
3. Minutes of September 17, 2018
4. Chairman's Comments – Board Members Comments; Member Appointment Date Recognition
5. Old Business- Weston & Sampson – RT 190 – West St. Sewer Line Replacement; Weston & Sampson – I&I SSES Phase II Update; Filter Rehab – Update; Grit Chamber and Screen – Update
6. New Business –
7. Staff Reports (Superintendent)- Other
8. Collector of Revenue Report- Review of Department Finances; List of Delinquent Users
9. Legal- Foreclosures
10. Adjournment

**1. Call To Order**

The meeting was called to order at 5:33 p.m. A quorum was established.

**2. Election of Chairman and Co-Chairman**

*Mr. Bonett moved to nominate and elect Mr. Warren as Chairman of the WPCA 2018-2019. Mr. Walsh seconded the motion. Motion carried with a 4-0-1 vote, with Mr. Warren abstaining.*

*Ms. Fisher moved to nominate and elect Mr. Bonett as Co-Chairman of the WPCA 2018-2019. Mr. Walsh seconded the motion. Motion carried with a 4-0-1 vote, with Mr. Warren abstaining.*

**3. Minutes of September 17, 2018**

*Ms. Fisher moved to accept the minutes of September 17, 2018, as read. Mr. Walsh seconded the motion. Motion carried with a 4-0-1 vote, with Mr. Warren abstaining.*

**4. Chairman's Comments**

- Board Members Comments

The board members thanked 2017-2018 Chairman Warren for his leadership and knowledge of issues at hand. Members also thanked WPCF staff for their hard work and dedication.

- Member Appointment Date Recognition

Nothing to report.

## 5. Delinquent Sewer User Discussion and Possible Action

A delinquent sewer user had previously been on a payment plan but had missed several payments over the past year and a half. A letter was sent requesting 25% of the total bill down and a monthly payment plan to, ultimately, have their bill paid in 5 years. The homeowner explained to the board that the 25% down would be very difficult to come up with and could an alternate plan be to increase the monthly payments to still payoff delinquent charges within 5 years.

The board recommended that the delinquent user pay \$190 per month, payment to be set up through bank and automatically sent to WPCA office every month. On top of the monthly payment, the newly generated sewer fees must be paid in July and January. This agreement was accepted by the resident.

## 6. Old Business

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

A draft budget was distributed; one to include replacement the 157 feet of old, 15" existing pipe for \$1.4M and one without replacement of this pipe for \$1.26M. The date of the joint meeting was discussed to be scheduled for Thursday, November 8<sup>th</sup>, at 7:00 PM, at the Senior Center.

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

On October 24<sup>th</sup> isolation work will be performed in noted areas to locate sources of inflow and infiltration.

- Filter Rehab - Update

The project is 98% complete. Holzner is working on the punch list now. Filters have been operational for 1.5 weeks now. Sherwin-Williams tested the paint for moisture and found no trace.

- Grit Chamber and Screen - Update

Screen was rebuilt in one week. Everything was replaced new and is now operational. The grit chamber repairs were mostly made by talented staff. Pieces were fabricated and welded to allow for future repairs, if necessary. Savings from performing the repairs in house totaled almost \$30,000.

## 7. New Business

- 

Superintendent Hartenstein mentioned the possibility of hiring an engineering firm to perform a sewer rate study and report for Stafford's unique composition of users. The board suggested that this study be held off on due to the upcoming expenditures with the sewer infrastructure.

## 8. Staff Reports: (Superintendent)

- Other

WPCF staff has also installed gritty plates on the thickener gallery steps that were worn and crumbling.

**9. Collector of Revenue Report**

- Review of Department Finances

Total collections for the month of August were \$48,683, and total expenses were \$105,641. The balance of the sewer reserve is \$609,242 and the balance of the sewer fund is \$978,508.

- List of Delinquent Users

A list of delinquent users was distributed to the board. September was the largest month with collection of back sewer fees being \$21, 623.

**10. Legal**

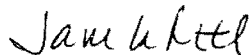
- Foreclosures

One account in foreclose was paid off in September, totaling over \$9,000.

**11. Adjournment**

*Mr. Walsh moved to adjourn the meeting at 6:57 p.m. and Ms. Fisher seconded the motion. Motion carried with a 4-0-1 vote, with Mr. Warren abstaining.*

Respectfully Submitted,



Jane LaMorte  
Recording Secretary