

**Town of Stafford**  
**Water Pollution Control Authority**  
Regular Meeting  
Monday, November 19, 2018  
5:30 P.M. - Veteran's Meeting Room

2018 NOV 21 A 9:43

  
TOWN CLERK

Members Present: Chairman Allen Warren; Scott Bonett, Paul Burns, Mandy Fisher, Roger Thomas

Also present: Superintendent Richard Hartenstein, Jr.; Jane LaMorte, Business Manager; WPCA Attorney Edward Muska; Sewer Users

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1. Call To Order
2. Minutes of October 15, 2018
3. Minutes of November 8, 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
6. New Business – WPCF Project Funding; Painting Filter Building Lower Level
7. Staff Reports (Superintendent)- Other
8. Collector of Revenue Report- Review of Department Finances; List of Delinquent Users
9. Legal- Foreclosures; Action on accounts to go to foreclosure
10. Adjournment

**1. Call To Order**

The meeting was called to order at 5:30 p.m. A quorum was established.

**2. Minutes of October 15, 2018**

*Ms. Fisher moved to accept the minutes of October 15, 2018. Mr. Thomas seconded the motion. Motion carried with a 4-0-1 vote, with Mr. Warren abstaining.*

**3. Minutes of November 8, 2018**

*Mr. Bonett moved to accept the minutes of November 8, 2018, as read. Mr. Thomas seconded the motion. Motion carried with a 4-0-1 vote, with Mr. Warren abstaining.*

*Mr. Burns moved to skip to Item 9 Legal. Ms. Fisher seconded the motion. Motion carried with a 4-0-1 vote, with Mr. Warren abstaining.*

**9. Legal**

- Foreclosures
- Action on accounts to go to foreclosure

A property owner was present to discuss waiving the 25% of total amount due while resuming a former payment plan that was abandoned and be removed from the foreclosure list.

*Mr. Burns moved to waive the 25% down payment, on hookup #000874, in lieu of a monthly payment of \$270 payment plan. The newly generated sewer fees that become due in July and January must be paid in addition to the monthly payment. Ms. Fisher seconded the motion. Motion carries with a 4-0-1 vote.*

A sewer user had not been faithful to their previously arranged payment plan. A certified letter was sent to notify the property owner that if the payment plan had not been resumed at an

agreeable schedule, the account would be turned over for foreclosure proceedings to begin. No contact was made to the office.

***Mr. Burns moved to forward hookup #000511 to the WPCA Attorney for foreclosure proceedings to begin. Mr. Bonett seconded the motion. Motion carries with a 4-0-1 vote.***

***Mr. Burns made a motion to return to Item 4 on the agenda. Mr. Bonett seconded the motion. Motion carries with a 4-0-1 vote.***

#### **4. Chairman's Comments**

- Board Members Comments

Ms. Fisher complimented Superintendent Hartenstein for his lead at the joint meeting. She mentioned that the power point presentation was informative and easy to follow and that Mr. Hartenstein covered all aspects with considerable knowledge.

- Member Appointment Date Recognition

Chairman Warren recognized Mr. Walsh for his 3 years of service to the WPCA and Mr. Thomas for his one year of service to the WPCA. Their commitment and intelligence is greatly appreciated.

#### **5. Old Business**

- Weston & Sampson – RT 190 – West St. Sewer Line Replacement  
To be discussed later on the agenda.

- Weston & Sampson – I&I SSES Phase II Update  
Dye testing began Friday, the 16<sup>th</sup> and will resume Monday, the 26<sup>th</sup>.

#### **6. New Business**

- **WPCF Project Funding**

Funding options were discussed. Funding approvals would be made by the Board of Selectmen, Board of Finance and then ultimately by the Townspeople at a town meeting. The WPCA felt that an assessment to the users directly affected by the West Street Road Reconstruction and the Route 190 Pump Station Replacement would be too great of a burden to endure for a small amount of users. These users have previously paid an assessment to the Town for the benefit of the sewer line in front of their property. The WPCA felt that there have been a number of significant, smaller projects paid for by the WPCA and could not put the burden of these new projects on the sewer user. A change like this would have to be implemented over time. The whole Town benefits from a viable sewer system. The WPCA recommended that the Town bond and fund the upcoming sewer capital projects.

- Painting Filter Building Lower Level

Superintendent Hartenstein mentioned that the painting in the lower level of the filter building is chipping due to excessive moisture. The estimated cost for repaint is \$14,700. This includes prep work of blasting and cleaning surrounding area prior to painting. This item will be discussed further at a later date.

#### **7. Staff Reports: (Superintendent)**

- Other

Superintendent Hartenstein mentioned that the manholes on Pinney School Road are being raised and new covers installed. No risers will be used due to the corrosion from salt and calcium placed on the road during cold weather season.

At a previous meeting there was discussion regarding hiring an engineer to help the WPCA model our rates to our expenditures. How does the WPCA establish funds for future projects? It was recommended that a proposal be submitted to the WPCA so that the WPCA can decide if it is something to pursue.

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

- Review of Department Finances

Total collections for the month of October were \$277,115, and total expenses were \$220,248. The balance of the sewer reserve is \$609,340 and the balance of the sewer fund is \$948,219.

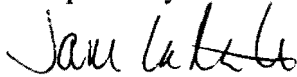
- List of Delinquent Users

A list of delinquent users was distributed to the board. It was highlighted that the collection of back sewer fees for the past four months totals \$63,426. Last year, at this time the WPCA had collected \$40,594.

#### **9. Adjournment**

*Mr. Burns moved to adjourn the meeting at 6:54 p.m. and Mr. Bonett seconded the motion. Motion carried with a 4-0-1 vote, with Mr. Warren abstaining.*

Respectfully Submitted,



Jane LaMorte  
Recording Secretary