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Town of Stafford
Water Pollution Control Authority
Regular Meeting
Monday, January 14, 2019
5:30 P.M. - Veteran's Meeting Room

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

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

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1. Call To Order
2. Minutes of November 19, 2018
3. Minutes of December 10, 2018 – Joint & Special Meetings
4. Chairman's Comments – Board Members Comments; Member Appointment Date Recognition
5. Old Business- Weston & Sampson – RT 190 – West St. Sewer Line Replacement; Resolution Approval for Bond Funding; Rt 190 Pump Station Estimate
6. Staff Reports (Superintendent)- Wastewater Financial Model
7. Budget Discussion FY 2019-2020
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 5:30 p.m. A quorum was established.

2. Minutes of November 19, 2018

Ms. Fisher moved to accept the minutes of November 19, 2018. Mr. Thomas seconded the motion. Motion carried with a 5-0-1 vote, with Mr. Warren abstaining.

3. Minutes of December 10, 2018 – Joint & Special Meetings

Mr. Bonett moved to accept the Special Meeting minutes of December 10, 2018, as read. Ms. Fisher seconded the motion. Motion carried with a 5-0-1 vote, with Mr. Warren abstaining.

Ms. Fisher moved to accept the Joint Meeting minutes of December 10, 2018, as read. Mr. Thomas seconded the motion. Motion carried with a 5-0-1 vote, with Mr. Warren abstaining.

4. Chairman's Comments

- Board Members Comments

Chairman Warren thanked Rick for organizing the joint meeting. Having all Boards present at the same time produced great discussion and movement forward. Mr. Walsh commented that a letter was sent out to Town residents with misleading information stating the WPCA is responsible for 18.07% of the sewer related projects totaling \$2.7M. In fact, the WPCA is responsible for 18.07% of the total principal and interest payments of the bonds issued by the Town for the WPCA Project and the Infrastructure Project. Mr. Walsh also suggested that at the Town Meeting it is stressed what the WPCA does and the importance of sewers to the whole Town.

- Member Appointment Date Recognition

Chairman Warren recognized Mr. Burns for his eighteen (18) years of service to the WPCA. His knowledge and experience is greatly appreciated.

5. Old Business

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

The bid package will be made available once funding is approved for this project.

- Resolution Approval for Bond Funding

TOWN OF STAFFORD
WATER POLLUTION CONTROL AUTHORITY
RESOLUTION RECOMMENDING
WEST STREET SEWER LINE REPLACEMENT AND PUMP STATION UPGRADES
AND AGREEMENT TO PAY AMOUNTS TOWARDS BONDS

WHEREAS, the Water Pollution Control Authority (the “WPCA”) has identified projects that need to be completed; and

WHEREAS, the Board of Selectmen and the Board of Finance have recommended that the WPCA project and other town projects (the “Infrastructure Project”) be financed through the Town’s bonds and notes; and

WHEREAS, the Board of Selectmen and the Board of Finance have requested that the WPCA pay a portion of the bonds that will be issued to finance the projects; and

WHEREAS, the WPCA desires to assist the Town by paying a portion of the bonds that will be issued to finance the projects.

NOW, THEREFORE, BE IT RESOLVED, that the WPCA recommends that the Town of Stafford appropriate \$2,700,000 for (i) the design and construction of the West Street Sewer Line Replacement project, including sewers, storm drainage, manholes, catch basins and appurtenances, curbing, sidewalks, pavement replacement, and the Middle River Bridge crossing; and (ii) the design, repairs and upgrades to the Route 190 pump station for the sanitary sewer system ((i) and (ii) are collectively, the “WPCA Project”).

FURTHER RESOLVED, that the WPCA recommends that the Town of Stafford issue its bonds, notes or temporary notes to finance the appropriation for the WPCA Project.

FURTHER RESOLVED, that the WPCA shall pay to the Town amounts equal to: 18.07% of the total principal and interest payments of the bonds issued by the Town for the WPCA Project and the Infrastructure Project (the “Projects”), and 18.07% of the amount of any statutorily required paydowns of principal made by the Town on notes issued by the Town for the Projects. These amounts shall be paid by the Water Pollution Control Authority to the Town prior to the payments coming due.

Mr. Walsh made a motion to accept the resolution recommending West Street sewer line replacement and pump station upgrades and agreements to pay amounts towards bonds for these projects. Mr. Burns seconded the motion. Motion carries with a 5-0-1 vote.

- Rt 190 Pump Station Estimate

Weston and Sampson Engineers have submitted an estimate for work in the amount of \$992,000.

6. Staff Reports: (Superintendent)

- Wastewater Financial Model

Information was requested by the engineer and all was provided. We are waiting for the report to be submitted. It was a lead time of sixteen (16) weeks.

7. Budget Discussion FY 2019-2020

A budget with no increase and with an increase was distributed to the members. Superintendent Hartenstein stated that the filter repair project left a large deficit in the capital fund for equipment repair. The members were asked to look over both scenarios for discussion next month.

8. Collector of Revenue Report

- Review of Department Finances

Total collections for the month of December were \$99,507, and total expenses were \$55,340. The balance of the sewer reserve is \$609,350 and the balance of the sewer fund is \$763,423. Chairman Warren requested that information be distributed in graph form for ease of comprehension.

- List of Delinquent Users

A list of delinquent users was distributed to the board. It was highlighted that the collection of back sewer fees to date is \$90,777.

9. Legal

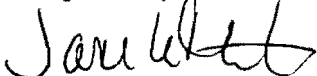
- Foreclosures

One account was paid over the last month.

10. Adjournment

Mr. Burns moved to adjourn the meeting at 6:40 p.m. and Mr. Thomas seconded the motion. Motion carried with a 5-0-1 vote, with Mr. Warren abstaining.

Respectfully Submitted,



Jane LaMorte
Recording Secretary