

Town of Stafford
Water Pollution Control Authority
Special Meeting
Monday, March 18, 2019
Immediately Following Public Hearing at 6:30 p.m.

2019 MAR 20 P 1: 58

4 pages

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; First Selectman Mary Mitta; Director of Public Works Rick Zulick; Dave McKay, Weston & Sampson Engineers

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1. Call To Order
2. Minutes of February 11, 2019
3. Chairman's Comments – Board Members Comments
4. Sewer Rates and Budget FY 2019-2010 - Action
5. Old Business- Weston & Sampson – RT 190 – West St. Sewer Line Replacement; Rt 190 Pump Station; Meadow Lane Pump Station; Wastewater Financial Model; GIS – CMOM Program
6. New Business – Employee Union Contract
7. Staff Reports (Superintendent)- Facility/Plant Update
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 6:41 p.m. A quorum was established.

2. Minutes of February 11, 2019

Ms. Fisher moved to accept the minutes of February 11, 2019. Mr. Thomas seconded the motion. It was noted that under Item 4 Old Business that the bid opening should read to be held on Tuesday, March 14, 2019 at 2:00 p.m. and not Tuesday, March 5, 2019 at 2:00 p.m. Motion with notation carried with a 4-0-1 vote, with Mr. Warren abstaining.

Mr. Burns made a motion to move to Item 5 Old Business. Mr. Thomas seconded the motion. Motion carried with a 4-0-1 vote, with Mr. Warren abstaining.

5. Old Business

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

David McKay, of Weston & Sampson, stated that the bid proposals have been reviewed. The scope of work consists of the installation of approximately 2,030 linear feet of gravity sewer, 1,195 linear feet of storm sewer, installation of 13 manholes and 13 catch basins, reclamation of 3,730 square yards of Town road and milling and overlay of 3,830 square yards of State road. Five (5) bids were received with the highest being \$2,799,860 and the lowest being \$1,560,390. The bids have been verified for mathematical correctness and it has been found that

bids received from B&W Paving and Landscaping, LLC and VMS Construction Company exceed the allowable maximum 5% mobilization bid item. The bids all exceeded the engineer's opinion of probable cost. Because the bids exceeded the budgeted contract value, Weston & Sampson is evaluating possible modifications to the project that could be discussed with the bidders prior to award of the contract. If the work on the south side of the Middle River is negotiated out of the contract the bids would be closer to the budgeted contract value. Weston and Sampson will continue to contact references and will discuss the results of the reference checks with Town Staff and the Town's Attorney prior to recommending a course of action.

Director of Public Works, Rick Zulick, stated that he inspected the drainage pipe 150 feet south of the bridge and found it to be in fair to good condition. He stated that in an effort to work together as a team with the project, this section would not be replaced.

- Rt 190 Pump Station

Weston and Sampson Engineers have completed specs for this project. A Special Meeting will be held on Monday, April 1, 2019 at 5:30 p.m., to discuss the Rt 190 Pump Station Project and the Rt 190 – West St Sewer Line Replacement.

- Meadow Lane Pump Station

This project is in the 2018-2019 budget in the amount of \$35,000. Superintendent Hartenstein referred to the board for opinion regarding obtaining a quote from Weston and Sampson to do the design-build of the pump station. The board concurred that there is no risk in obtaining a quote for the project by Weston and Sampson.

- Wastewater Financial Model

The Wastewater Financial Model was completed by DPC Engineering, LLC. It was distributed to the board members for review. This item will be discussed at the next meeting.

- GIS – CMOM Program

DEEP has requested that all CT towns have a Capital Improvement Plan and a Wastewater Collection System Capacity, Management, Operation and Maintenance Program in place. The total cost for these programs is \$73,000, with a recurring cost of \$1,900 per year. This will be discussed further at the April meeting.

Mr. Burns made a motion to return to Item 3 and resume the order of the agenda. Ms. Fisher seconded the motion. Motion carries with a 4-0-1 vote, with Mr. Warren abstaining.

3. Chairman's Comments

- Board Member Comments

4. Sewer Rates and Budget FY 2019-2020 - Action

Mr. Burns moved to accept the proposed Water Pollution Control Facility Budget for fiscal year 2019-2020, in the amount of \$1,807,026, with total operating expenses of \$1,720,977, and an adjustment for uncollectable fees of \$86,049, as posted in the Town Clerk's Office on March 4, 2019. Mr. Thomas seconded the motion. Motion carries with a 4-0-1 vote, with Mr. Warren abstaining.

Mr. Bonett made a motion to approve the proposed sewer user rates for fiscal year 2019-2020, as posted in the Town Clerk's Office on March 4, 2019. Mr. Burns seconded the motion. Motion carries with a 4-0-1 vote, with Mr. Warren abstaining. Rates as follows:

**APPROVED SEWER USER RATE CHARGES
FOR
FISCAL YEAR JULY 1, 2019 THROUGH JUNE 30, 2020**

The following are the approved sewer user charges for Fiscal Year 2019/2020:

1. Level 1	Residence, Per Single Unit	\$320.00
	(0 – 65,000 Gallons Per Year)	
2. Level 2	0 - 65,000 Gallons Per Year	320.00
3. Level 3	65,001 - 130,000 Gallons Per Year	640.00
4. Level 4	130,001 - 195,000 Gallons Per Year	960.00
5. Level 5	195,001 - 260,000 Gallons Per Year	1,280.00
6. Level 6	260,001 - 325,000 Gallons Per Year	1,600.00
7. Level 7	325,001 - 390,000 Gallons Per Year	1,920.00
8. Level 8	390,001 - 455,000 Gallons Per Year	2,240.00
9. Level 9	455,001 - 520,000 Gallons Per Year	2,560.00
8. Level 8	Over 520,001 will be \$4.92 per 1,000 gallons or portions thereof	
9. Level 9	Septic Dumping will be \$0.075 per gallon	

6. New Business

- Employee Union Contract

The WPCF employees' union contract will be expiring on June 30, 2019. The WPCA Chairman will sit in on negotiations.

7. Stafford Reports

- Facility/Plant Update

The sodium hydroxide tank has been giving staff trouble. The chemical has been crystalizing due to the cold weather and the feed lines have been becoming clogged. Different procedures are being looked into to rectify this situation.

8. Collector of Revenue Report

- Review of Department Finance

Total collections for the month of February were \$39,462, and total expenses were \$78,766. The balance of the sewer reserve is \$609,350 and the balance of the sewer fund is \$1,053,402.

- List of Delinquent Users

A list of delinquent users was distributed to the board. It was highlighted that the collection of back sewer fees has already surpassed what was collected in 17-18.

9. Legal


- Foreclosures

Nothing new to report.

10. Adjournment

Mr. Burns moved to adjourn the meeting at 7:58 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