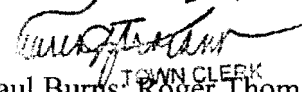


Town of Stafford
Water Pollution Control Authority
 Regular Meeting
 Monday, October 21, 2019
 5:30 p.m.

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 TOWN CLERK

Members Present: Chairman Allen Warren; Scott Bonett; Paul Burns; Roger Thomas and Dave Walsh

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

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1. Call To Order
2. Election of Chairman
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7. New Business – Aeration Tank Valve Actuator Upgrade; I&I Report and 5 Year Plan
8. Staff Reports (Superintendent) – WEFTEC Report
9. Collector of Revenue Report – Review of Department Finances; List of Delinquent Users
10. Legal - Foreclosures
11. Adjournment

1. Call To Order

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

2. Election of Chairman

Chairman Warren made a motion to nominate Mr. Bonett as Chairman for the 2019-2020 year to begin at the November 2019 meeting. Mr. Burns seconded the motion. Motion carried with a unanimous vote 5-0-0.

Mr. Walsh made a motion to nominate Mr. Burns as Co-Chairman for the 2019-2020 year to begin at the November 2019 meeting. Mr. Thomas seconded the motion. Motion carried with a 4-0-1 vote, with Mr. Warren abstaining.

3. Minutes of September 16, 2019

Mr. Burns moved to accept the minutes of September 16, 2019. Mr. Thomas seconded the motion. Motion carried with a 4-0-1 vote, with Mr. Warren abstaining.

4. Chairman's Comments

- Board Member Comments

The Board thanked Chairman Warren for his service to the WPCA as Chairman.

Board members inquired whether the traffic light at the intersection of Rt. 32 and 190 could be adjusted to blinking yellow during construction hours to eliminate confusion of motorists. Staff is aware and agrees that this light is proposing a problem with motorists but,

unfortunately, only the State Police or DOT can make adjustments to the traffic light and not all personnel have access to the key box.

5. Calendar of Meetings Approval

Mr. Burns made a motion to approve the 2020 WPCA meeting calendar for the third Monday of the month, at 5:30 pm, in the Veteran's Meeting Room of the Town Hall, with the exception of January and February; meetings are to be held on the second Monday of the month due to holidays falling on the third Monday. Mr. Thomas seconded the motion. Motion carries with a 4-0-1 vote, with Mr. Warren abstaining.

6. Old Business

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

Superintendent Hartenstein stated that the project is close to being off of Rt. 190. Paving will be completed this week and then the project will move back to West Street to do the bridge crossing, the final component of the project.

- Rt 190 Pump Station

The project was to commence last Monday. There was no one on site. Superintendent Hartenstein expressed his dissatisfaction over the lack of communication regarding the change of start dates to the 28th. The ground work will be completed prior to the winter months, including the foundation pad, site work, and soil samplings. Project will pick back up and finish in early spring.

- Garage for Pump Storage

The quoted price for the garage addition in conjunction with the pump station upgrade is \$35,000. Superintendent Hartenstein acquired quotes from Skips Outdoor Accents, The Barn Yard and Kloter Farms, each with a discount using Big E prices for a 12' x 16' stand-alone shed.

Mr. Bonett made a motion to pre-purchase the 12' x 16' shed from The Barn Yard for delivery in the spring. Mr. Burns seconded the motion. Motion carries with a 4-0-1 vote, with Mr. Warren abstaining.

- Camera Security System – Update

The new system has been installed by Marcus and is operational. There are networking issues but they are being resolved.

- Mixers Update

Mixer arrived and was installed. The mounting bracket that was made to fit the tank is not ideal. The mixer is not integrated with the SCADA system. This is being looked into and will be costly. Ms. Muir is working on the grant with Eversource and will be onsite to meter the electricity for savings.

Another existing mixer went down and is still causing problems.

- Filter Effluent Valve Actuator Upgrade

There are four (4) effluent filter building valve actuators that need replacing. The price quoted per valve is \$14,413. Discussion to continue at the next meeting.

7. New Business

- Aeration Tank Valve Actuator Upgrade

The aeration tank also needs four (4) valve actuator replacements. The replacement valves come with a 10 year warranty. The existing valve actuators are problematic and parts are not made for them anymore. Discussion to continue at the next meeting.

- I&I Report and 5 Year Plan

The I&I study is complete. In order to finalize the report a plan for correcting the discovered problem areas is required by DEEP. The area that requires most of the attention is the Borough district, mainly consisting of leaking clay pipes and roots within the pipes. Repairs will cost approximately \$1.5M. The WPCA must come up with a plan to fix the inflow and infiltration and how to pay for it. Discussion to continue at the next meeting.

8. Staff Reports (Superintendent)

- WEFTEC Report

Superintendent Hartenstein visited vendors at the exhibit. He was able to discuss a problem with the camera truck with the actual builders of the truck. They were able to fix the problem immediately.

9. Collector of Revenue Report

- Review of Department Finances

Total collections for the month of September were \$31,525, and total expenses were \$62,433. The balance of the sewer reserve is \$882,487 and the balance of the sewer fund is \$1,176,022.

- List of Delinquent Users

An updated list on delinquent users was submitted to the Board. More than half of the Demands that were received were responded to. A meeting with the State Marshall will occur next week to go over existing warrants and provide new warranted accounts.

10. Legal

- Foreclosures

A payoff was received and all foreclosure accounts were updated and those that have not made good faith with agreements with be issued letters from the attorney.

11. Adjournment

Mr. Burns moved to adjourn the meeting at 6:46 p.m. and Mr. Thomas seconded the motion. Motion carried with a 4-0-1 vote, with Mr. Warren abstaining.

Respectfully Submitted,



Jane LaMorte
Recording Secretary