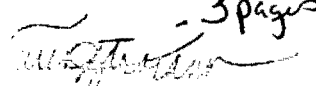


**Town of Stafford**  
**Water Pollution Control Authority**  
 Special Meeting  
 Stafford Senior Center  
 Monday, August 17, 2020  
 5:30 p.m.

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Members Present: Chairman Scott Bonett; Paul Burns; Richard Dobson Jr; Mandy Fisher; Roger Thomas, Dave Walsh and Allen Warren

Also present: Superintendent Richard Hartenstein, Jr.; Jane LaMorte, Business Manager WPCA

**Index:**

1. Call To Order
2. Minutes of July 20, 2020
3. Chairman's Comments – Board Members Comments
4. Old Business – Mixers – Update; Meadow Lane Pump Station Update; RT 140 Manhole Raising/H2S Problem - Update
5. Staff Reports (Superintendent) – Energy Audit; Plant Update After Storm
6. Collector of Revenue Report – Review of Department Finances
7. Executive Session – Personnel Discussion
8. New Business – Superintendent's Position
9. Adjournment

**1. Call To Order**

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

**2. Minutes of July 20, 2020**

*Mr. Warren moved to accept the minutes of July 20, 2020. Mr. Thomas seconded the motion. Motion carried with a 6-0-1 vote, with Chairman Bonett abstaining.*

**3. Chairman's Comments**

- Board Member Comments

Chairman Bonett opened discussion thanking Superintendent Hartenstein for his 30 years of service. He stated that he has been an extreme asset to the WPCA and will be missed.

Superintendent Hartenstein addressed a past request from members regarding 'flushable' educational materials being available to sewer users. Two flyers were distributed and were well received by the Authority. It was requested that these flyers be posted on the local webpage and distributed through social media and the town's email notification system.

**4. Old Business**

- Mixers – Update

Three of six mixers have been installed. There are a couple faulty warning lights that need to be addressed for their compatibility with SCADA. The installation crew has been very responsive and should be rectified soon. Still waiting on second panel, it is in transit from Sweden.

- Meadow Lane Pump Station Update

Shift Supervisor Steve Metsack and Head Mechanic Riccardo DeCarli met with the contractor installing the new control panel. Meadow Lane pump station is the exact replica of the high school pump station. Parts and spares will be easily accessible for maintenance.

- RT 140 Manhole Raising/H2S Problems - Update

Superintendent Hartenstein stated that the gas meter had been removed and results show a low amount of gas detected. The results are surprising due to the iron buildup in the pipes. He suggested installing the meter quarterly to see if there are any changes in future readings.

## **5. Staff Reports (Superintendent)**

- Energy Audit

Superintendent Hartenstein stated a certified energy auditor offered a contract to the WPCF that would entail a study performed on the equipment; including lighting, heat load, blowers, transformers, pumps, etc., with a rebate of up to 75% off any upgrades. A service fee of \$4,000 shall apply in the event the WPCF elects not to move forward with the energy conservation measures proposed in the study.

***Mr. Burns made a motion to thank the certified energy auditor for their offer but the WPCA is not interested at this time. Ms. Fisher seconded the motion. Motion carries with a 6-0-1 vote.***

- Plant Update After Storm

Superintendent Hartenstein stated he was unavailable during this event due to the death of his immediate family member. Ms. LaMorte informed the Authority that while there were some operational issues due to power failure, Jeremy Vail, Riccardo DeCarli and Evan Klotzer were phenomenal under pressure. They worked seamlessly together and were able to correct any situation that arose. Chairman Bonett and the Board commended the plant staff for their efforts. Chairman Bonett suggested in the event of another severe storm that an employee stays at the plant during the duration of the storm.

## **6. Collector of Revenue Report**

- Review of Department Finances

Collections have been going well. Ms. LaMorte pointed out the total collection in back fees for Fiscal Year 2019-2020 was \$133,443.

***Mr. Walsh made a motion to change the agenda order to New Business, Superintendent's Position next. Mr. Thomas seconded the motion. Motion carries with a 6-0-1 vote, with Chairman Bonett abstaining.***

## **7. New Business**

- Superintendent's Position

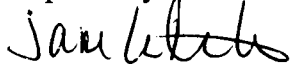
Chairman Bonett stated that the sub-committee had met in regards to developing an ad for the Journal Inquirer and job description for interested candidates for the Superintendent's position. It was suggested that the ad run in the paper for six consecutive days. The cost for this is on the order of \$573. The classified will also be placed on the NEWEA and CWPAA websites. The job description may be obtained from the WPCA office, per request. A smaller group will interview the prospective employees, consisting of Chairman Bonett, Al Warren, Paul Burns, David Walsh, Jane LaMorte and First Selectman Mary Mitta. Chairman Bonett asked that the ad and job description be reviewed and comments submitted by Friday, August 21<sup>st</sup>.

***Mr. Burns made a motion to strike Item 7, Executive Session, from the agenda. Mr. Walsh seconded the motion. Motion carries with a 6-0-1 vote, with Chairman Bonett abstaining.***

**8. Adjournment**

*Mr. Burns moved to adjourn the meeting at 6:17 p.m. and Mr. Thomas seconded the motion. Motion carried with a 6-0-1 vote, with Chairman Bonett abstaining.*

Respectfully Submitted,



Jane LaMorte  
Recording Secretary