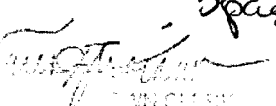


Town of Stafford
Water Pollution Control Authority
 Special Meeting
 Stafford Senior Center
 Monday, October 5, 2020
 5:30 p.m.

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3 pages

 SCOTT BONETT

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

Also present: Jane LaMorte, Acting Superintendent/Business Manager WPCA

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1. Call To Order
2. Minutes of August 17, 2020
3. Chairman's Comments – Board Members Comments
4. Old Business – Mixers – Update; Meadow Lane Pump Station Update
5. Staff Reports (Superintendent) – Plant Update; Route 319/190 Roundabout Sewer Extension; Aeration Tank Cleaning/Valve Discussion/Paint Failure; Septic Tank Actuator Replacement
6. Collector of Revenue Report – Review of Department Finances; FY 19-20 Electricity Transfer; Resolution for Banking Institution Change
7. Superintendent's Position
8. New Business
9. Adjournment

1. Call To Order

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

2. Minutes of AUGUST 17, 2020

Mr. Burns moved to accept the minutes of August 17, 2020. Mr. Walsh seconded the motion. Motion carried with a 6-0-1 vote, with Chairman Bonett abstaining.

3. Chairman's Comments

- Board Member Comments

No comments.

4. Old Business

- Mixers – Update

The mixers have been installed. They are functioning but there are connectivity issues. There is no communication through SCADA; upon power failures, all mixers do not come back online, and the control panel does not read to proper mixer. Wright Pierce has been onsite to diagnose the problems, along with Applied Control Engineering. Waiting for GA Fleet to coordinate a meeting with everyone involved to get these problems rectified.

- Meadow Lane Pump Station Update

Shift Supervisor Steve Metsack and Head Mechanic Riccardo DeCarli have completed the site work at the Meadow Lane location. The control panel has been installed and mounted. The communication from the pumps to the panel will be completed this Fall. The Board concurred that the installation looked good.

5. Staff Reports (Superintendent)

- Plant Update

Staff has been working hard. The aeration tank was emptied and cleaned, and also the wet well. An ongoing projects list has been created that is updated each week with anything new that arises. This list is gone over in a group, and everyone is working very well together.

- **Route 319/190 Roundabout Sewer Extension**

Previously, a developer had interest in extending the sewer from 107 West Stafford Road to their sub-division on West Stafford Road. This project is no longer happening. Tonight the Board of Selectman will be attending the Board of Finance meeting and proposing extension of the sewer through the roundabout this spring. Since the contractor and equipment will already be on site and the road will be opened, there is a great opportunity to install the sewer extension at an economical price. An estimate of \$158,000 was received by Spazzarini. If this were to be done after the roundabout is completed, the cost could be two to three times that value and CT-DOT would need to grant permission. The Board was in agreement that this is a capital project and the fees should come out of the general fund.

- Aeration Tank Cleaning/Valve Discussion/Paint failure

Upon draining tank 2 the drain valve failed. The valve was part of the original plant and not replaced. Plant staff plugged the opening and the tank was able to be drained more efficiently through the plant's portable pump. This will not need to be repaired.

While cleaning the tank, there were two (2) areas found to be of concern. There was a 6-foot piece of paint that was peeling away from the side of the tank and a smaller bubble that made a hole toward the bottom of the tank. All tanks were sealed and painted in 2012. The contractor and manufacturer of the paint will be coming to look at the problem areas. The paint is no longer under warranty, so the WPCA will need to pay for the repair.

- Septic Tank Actuator Replacement

The actuators at the septic tank are failing. The cost for 2 Rotork actuators and drive bushings is \$11,098.

Mr. Walsh made a motion to approve the purchase of the two (2) Rotork actuators and drive bushings for \$11,098. Mr. Burns seconded the motion. Motion carries with a 6-0-1 vote, with Mr. Bonett abstaining.

6. Collector of Revenue Report

- Review of Department Finances

Ms. LaMorte stated that collections for the current year have gone very well. Accommodations were made for users who preferred to pay in person. There were no complaints received regarding the office being closed. We have remained closed to the public since March. A phone number to call is listed on the entrance door in order to help those that do come to the building. The Board appreciated the plant's effort to accommodate ratepayers by accepting payments outdoors, and encouraged the plant to remain closed to the public until the pandemic is under control.

- FY 19-20 Electricity Transfer

Mr. Burns made a motion to approve the following transfer:

FISCAL YEAR 2019-2020:

<u>From</u>	<u>To</u>	<u>Amount</u>
SEWER FUND	SEWER FUND	
25-340-4104	25-340-4100	\$ 1,500
(Utilities: Diesel For Generators)	(Utilities: Electricity)	
SEWER CASH	25-340-4100	\$ 19,635
FUND BALANCE	(Utilities: Electricity)	

Mr Walsh seconded the motion. Motion carries with a 6-0-1 vote, with Chairman Bonett abstaining.

- Resolution for Banking Institution Change

The Town Treasurer and Tax Collector have approved moving their banking accounts from Key Bank to Webster Bank. The fees that were charged by Key Bank seemed excessive in the amount of approximately \$7,000 per year. Webster Bank's earning credit is .85, compared to Key Bank's .20 earning credit. Webster Bank will supply a security truck for deposits to the Town.

Mr. Thomas made a motion to accept the Resolutions for banking changes to Webster Bank for the Collector of WPCA Revenues. Ms. Fisher seconded the motion. Motion carries with a 6-0-1 vote, with Chairman Bonett abstaining.

7. Superintendent's Position

Chairman Bonett stated that 2 applications have been received. The acceptance of applications will remain open until position is filled. The hiring sub-committee will meet via conference call on Tuesday, October 13, 2020 at 5:30pm to discuss the applications received.

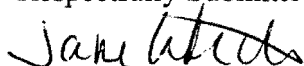
8. New Business

No new business.

9. Adjournment

Mr. Walsh moved to adjourn the meeting at 6:15 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