


**Town of Stafford**  
**Water Pollution Control Authority**  
 Special Meeting  
 Stafford Senior Center, ZOOM and Call-In  
 Monday, January 11, 2021  
 5:30 p.m.

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3 pages

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

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

Index:

1. Call To Order
2. Minutes of November 23, 2020
3. Minutes of December 14, 2020; and December 16, 2020
4. Election of Co-Chairman 2020-2021
5. Chairman's Comments – Board Members Comments
6. Old Business – Mixers – Update; Meadow Lane Pump Station Update; Aeration Tank Paint Failure Discussion; Route 319/190 Roundabout Sewer Extension Update
7. New Business – Facility Security; 2020-2021 Budget Discussion
8. Staff Reports (Superintendent) – Plant Update
9. Collector of Revenue Report – Review of Department Finances
10. Adjournment

**1. Call To Order**

The meeting was called to order at 5:43 p.m. A quorum was established.

**2. Minutes of November 23, 2020**

*Mandy Fisher moved to accept the minutes of November 23, 2020. Paul Burns seconded the motion. Motion carried with a 6-0-1 vote, with Chairman Scott Bonett abstaining.*

**3. Minutes of December 14, 2020; and December 16, 2020**

*Dave Walsh moved to accept the minutes of December 14, 2020. Rich Dobson seconded the motion. Motion carries with a 6-0-1 vote, with Chairman Scott Bonett abstaining.*

*Dave Walsh moved to accept the minutes of December 16, 2020. Rich Dobson seconded the motion. Motion carries with a 6-0-1 vote, with Chairman Scott Bonett abstaining.*

**4. Election of Co-Chairman 2020-2021**

The members corrected the term as Vice Chairman and not Co-Chairman per WPCA regulations.

*Dave Walsh made a motion to nominate Paul Burns as Vice Chairman for October 2020-October 2021. Roger Thomas seconded the motion. Motion carries with a 6-0-1 vote, with Chairman Scott Bonett abstaining.*

*Members then voted unanimously to elect Paul Burns as Vice Chairman of the WPCA for 20-21 with a 7-0 vote.*

## 5. Chairman's Comments

- Board Member Comments

Chairman Bonett opened discussion welcoming Superintendent Rick Hartenstein back as Superintendent and thanking Jane LaMorte for her efforts as Interim Superintendent. The entire Board echoed the sentiment.

## 6. Old Business

- Mixers – Update

A SCADA programmer has been on site and found that the mixers have a software bug. This was addressed with the manufacturing company in Sweden. The makers of the mixers are working to fix the bug, and project should be closed out soon. Operationally, the mixers are performing with no issues.

- Meadow Lane Pump Station Update

Superintendent Rick Hartenstein stated that before Christmas, CL&P was on site to determine the voltage necessary for the control panel. The correct voltage installation will be rectified this week. The project will then be ready for final completion.

- Aeration Tank Paint Failure Discussion

Superintendent Rick Hartenstein addressed the members citing the past findings of the tanks walls. The project would be costly and recommended that an engineer write specs and oversee the project. Discussion continued regarding hiring an engineering company, through the QBS process, to be an on-call firm for all the WPCA's needs. Further discussion included that if the WPCA were to hire a company then contract language will include that the WPCA can terminate the contract at any time if unsatisfied with performance. This item will be voted on at next month's meeting. The aeration tank repairs item will be tabled until an engineer is hired.

- Route 319/190 Roundabout Sewer Extension Update

A revised quote was received to include the 12" diameter ductile iron pipe for \$200,000. The Board of Selectmen approved the remainder of the West Street Sewer Replacement and Route 190 Pump Station Projects, in the amount of \$107, 716.30 to be used for this sewer extension. The quote received consisted of a price only, with no breakdown of costs.

*Paul Burns made a motion to preapprove the \$200,000 estimate received from Spazzarini Construction, contingent upon a breakdown of costs and acknowledgement from JR Russo that the price was reasonable. Dave Walsh seconded the motion. Motion carries with a 6-0-1 vote, with Chairman Scott Bonett abstaining.*

## 7. New Business

- Facility Security

The treatment facility property experienced trespassing and robbery on Christmas Eve. Money, personal items, Christmas Gifts and an employees' vehicle were stolen at 8:30 am. Superintendent Rick Hartenstein was able to retrieve video footage of criminals, via security cameras, and forward that information to the police. A quote to put in automatic gates was

obtained, in the amount of \$31,000, for the 3 gates. Superintendent Rick Hartenstein was instructed to obtain competitive quotes for the automatic gates and a notification of incoming traffic upon entering the facility.

- 2020-2021 Budget Discussion

A draft proposal was distributed. The members felt that an increase was necessary for 21-22 for the rate users and for septic discharges. A capital plan was distributed showing the repairs that will need attention in the next 5-10 years. It was requested that different rate structures be presented at the next meeting showing a \$20, \$40 and \$80 increase per unit.

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

- Plant Update

Superintendent Rick Hartenstein stated that the USDA has money to grant and/or loan for sewer expansions. The members felt that this was worth investigating providing the capacity at the plant was not jeopardized. They asked Superintendent Rick Hartenstein to look into areas in town that have multiple septic system failures.

### **9. Collector of Revenue Report**

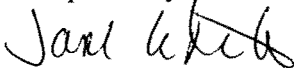
- Review of Department Finances

Total collections for the month of December were \$178,078, and total expenses were \$78,697. The balance of the sewer reserve is \$893,255 and the balance of the sewer fund is \$1,102,692.

### **10. Adjournment**

*Dave Walsh moved to adjourn the meeting at 6:53 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