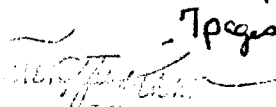


Town of Stafford
Water Pollution Control Authority
 Special Meeting
 Stafford Senior Center
 Thursday, August 5, 2021
 5:30 p.m.

NEEDLESS
 STAFFORD, CT
 2021 AUG -9 AM 8:17
 - 7 pages

 TOWN CLERK

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; and Timothy Webb, Town of Ellington

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1. Call To Order
2. Minutes of June 21, 2021
3. Chairman's Comments – Board Members Comments
4. Old Business – ARPA Money – SCADA; New Employee Hiring; RT 190 Sewer Line – Soil Testing; Westford Ave – Sewer Lining – Possible Action
5. New Business – Grant Ave Ext. Manhole Installation; Rt-19 Manhole Raising Quotes – Possible Action; Tolland Ave Sewer Line Repair – Possible Action; Orcuttville Pump Station – Possible Action; Route 190 Sewer Extension Expenditures – Possible Action; Highland Terrace – Possible Action
6. Staff Reports (Superintendent) – Plant Update
7. Collector of Revenue Report – Review of Department Finances; FY Budget 20-21 Transfers
8. Adjournment

1. Call To Order

The meeting was called to order at 5:34 p.m. A quorum was established.

2. Minutes of June 21, 2021

Paul Burns moved to accept the regular and special meeting minutes of June 21, 2021. Richard Dobson seconded the motion. Motion carried with a 3-0-1 vote, with Chairman Scott Bonett abstaining.

3. Chairman's Comments

- Board Member Comments

Chairman Scott Bonett reminded the members that there would be no regular meeting for August, previously scheduled for Monday, August 16th.

4. Old Business

- ARPA Money - SCADA

The Town has committed \$250,000 of ARPA money for the WPCA to update their SCADA system. The Board discussed pro and cons of updating existing equipment versus replacing the existing system with a new system. It was agreed upon to have Wright Pierce prepare a needs assessment to compare the two and prepare a scope of work.

- New Employee Hiring

The job advertisement has provided no candidates for employment. Stafford's pay scale is lower than surrounding towns starting wage, which makes it tough to appeal to the new

employees. Also, current employees are exploring options to work at surrounding Towns. The staff wages will be discussed further at an upcoming meeting.

- RT 190 Sewer Line – Soil Testing

Superintendent Rick Hartenstein explained that ledge and excess water were discovered during construction of the sewer line extension on RT 190. Soil in this area was tested for contamination, results came back negative and was hauled away to be used as fill.

- Westford Ave – Sewer Lining – Possible Action

Three bids were received and opened for the 2021 Sewer Mains CIPP Project. The apparent low bidder is Insituform Technologies at \$68,080 and is recommended by DPC Engineering. There is a sewer line close to the area to be relined that is in a swampy area. This area is scheduled to be cameraed in August.

Paul Burns made a motion to hire Insituform Technologies for the proposed CIPP Project on Westford Ave and have Rick Hartenstein investigate and negotiate additional relining to adjacent lines, if necessary. Richard Dobson seconded the motion. Motion passes with a 3-0-1 vote, with Chairman Scott Bonett abstaining.

5. New Business

- Grant Ave Ext. Manhole Installation

Superintendent Rick Hartenstein showed a map of the sewer line on Grant Ave Extension, it services four (4) houses. There have been plug ups in the past and they are reoccurring. Rick Hartenstein recommended putting in a manhole that would allow for staff to access this line and free future plug-ups. The Board was in agreement that this cleanout would be beneficial to staff and to those connected to the line.

- RT-19 Manhole Raising Quotes – Possible Action

Superintendent Rick Hartenstein stated that five (5) total bids for Raising of Sanitary Sewer Manholes had been received. The apparent low bidder is Prime Electric, at \$63,000. Traffic control is not included in this figure.

Dave Walsh made a motion to hire Prime Electric for the raising of sanitary sewer manholes on RT 19. Paul Burns seconded the motion. Motion carries with a 3-0-1 vote, with Chairman Scott Bonett abstaining.

- Tolland Ave Sewer Line Repair – Possible Action

There is a large rock protruding through the sewer line located on Jennifer Lane. Spazzarini Construction gave a quote of time and materials to fix the pipe, with an estimate of \$10,000.

Dave Walsh made a motion to hire Spazzarini Construction to repair the sewer line on Tolland Ave, with being invoiced for time and materials. Richard Dobson seconded the motion. Motion carries with a 3-0-1 vote, with Chairman Scott Bonett abstaining.

- Orcuttville Pump Station – Possible Action

Superintendent Rick Hartenstein informed the members that there had been a pump out for repair, for 6 weeks, at Orcuttville Road pump station. There was only one pump at the station during the heavy rains and that pump faulted. Staff was able to obtain the portable pump and get it connected prior to any flood at the station. This happened all during working hours and may have had a different outcome if happened during the night or weekend. It was suggested that the

portable pump be stored at the Orcuttville Road pump station, in a shed, rather than purchase a backup pump that will sit on a shelf.

Paul Burns made a motion to purchase a shed from The Barn Yard in the amount of \$7,420. Richard Dobson seconded the motion. Motion carries with a 3-0-1 vote, with Chairman Scott Bonett abstaining.

- Route 190 Sewer Extension Expenditures – Possible Action

The excess ledge and water created an overage in expenditures for the Route 190 Extension, due to the removal of dirt, soil testing and traffic control, in the amount of \$8,635.

Paul Burns made a motion to pay the project overage in the amount of \$8,635. Dave Walsh seconded the motion. Motion carries with a 3-0-1 vote, with Chairman Scott Bonett abstaining.

- Highland Terrace – Possible Action

CT Water is replacing their line on Highland Terrace. WPCF was approached to see if they wanted to replace the sewer lines at the same time. A survey is being performed, project expected to begin in 2022. The Board was in agreement to work with CT Water in doing a survey of the lines.

6. Staff Reports (Superintendent)

- Plant Update

During the heavy rains in July, the plant had a peak flow of 5.5 million gallons per day, averaging 3.5 million gallons per day, with a normal of 1 million gallons per day. Staff will be in the camera truck at the end of August to look for possible leaks that attributed to the massive flow.

7. Collector of Revenue Report

- Review of Department Finances

The final budget for FY 20-21 was reviewed for its overages.

- FY Budget 20-21 Transfers

Dave Walsh made a motion to approve the following transfers for FY 20-21 sewer fund. Richard Dobson seconded the motion. Motion carries with a 3-0-1 vote, with Chairman Scott Bonett abstaining:

TRANSFER REQUEST AS FOLLOWS

FISCAL YEAR 2020-2021

From	To	Amount
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SEWER FUND

SEWER FUND

25-340-7235 (CAP: Spec Rev Comp)	25-340-1180 (Sal: Operational)	\$ 11,393
25-340-1183 (CAP: Spec Rev Comp)	25-340-1182 (Sal: OT)	\$ 8,444
25-340-1183 (Sal: OT Call Ins)	25-340-1181 (Sal: Office Personnel)	\$ 8,000
25-340-2030 (Group Health & Life)	25-340-1181 (Sal: Office Personnel)	\$ 2,253
25-340-5100 (Office Supplies)	25-340-1184 (Sal: On Call)	\$ 785
25-340-2030 (Group Health & Life)	25-340-2015 (Fice/Medicare)	\$ 1,656
25-340-2030 (Group Health & Life)	25-340-3304 (Cont Serv-Office Machines)	\$ 1,893
25-340-3325 (Repair & Maint)	25-340-4130 (Disposal of Sludge)	\$ 9,143
25-340-4103 (Utilities: Heat)	25-340-4500 (Telephone)	\$ 610
25-340-3325 (Repair & Maint)	25-340-5102 (Process Chemicals)	\$ 746
25-340-3325	25-340-5110	\$ 1,500

(Repair & Maint)	(Supplies/Repair)	
25-340-3325	25-340-6500	\$ 4,665
(Repair & Maint)	(Pump Stations)	
25-340-6110	25-340-7241	\$ 5,244
(Sewer Line System Maint)	(CAP – Line Maint)	
25-340-5320	25-340-7241	\$ 5,200
(Vehicle Gas & Oil)	(CAP – Line Maint)	
25-340-3325	25-340-7241	\$ 13,631
(Repair & Maint)	(CAP – Line Maint)	
25-340-4100	25-340-7242	\$ 28,950
(Utilities: Electricity)	(CAP – Equipment)	
25-340-4103	25-340-7242	\$ 4,630
(Utilities: Heat)	(CAP – Equipment)	
25-340-3208	25-340-7242	\$ 8,251
(Engineering Consultant)	CAP – Equipment)	
25-340-3320	25-340-7242	\$ 8,810
(Repair & Maint: Vehicles)	CAP – Equipment)	
25-340-3805	25-340-7242	\$ 4,070
(Continuing Education)	CAP – Equipment)	
25-340-2030	25-340-7242	\$ 3,198
(Group Health & Life)	CAP – Equipment)	

25-340-5101 (Lab Supplies & Materials)	25-340-7242 CAP – Equipment)	\$ 3,200
25-340-3200 (Legal Services)	25-340-7242 CAP – Equipment)	\$ 1,836.27
25-340-7025 (State Inspection/Permit Fees)	25-340-7242 CAP – Equipment)	\$ 1,815
25-340-2121 (Public Official Policy)	25-340-7242 CAP – Equipment)	\$ 789

Paul Burns made a motion to make the following transfers from the sewer fund to the Sewer Reserve Capital Expense Passbook in the amount of \$168,024. Dave Walsh seconded the motion. Motion carries with a 3-0-1 vote, with Chairman Bonett abstaining:

TRANSFER REQUEST AS FOLLOWS

FROM FISCAL YEAR 2019-2020

BALANCES:

<u>From</u>	<u>To</u>	<u>Amount</u>
SEWER FUND	SEWER FUND	
25-340-7240 (Cap – Pump Stations)	SEWER RESERVE CAP. EXP. PASSBOOK	\$ 5,000
25-340-7242 (Cap – Equipment)	SEWER RESERVE CAP. EXP. PASSBOOK	\$ 83,500

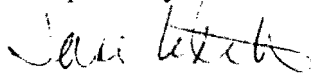
25-340-7245	SEWER RESERVE	\$ 34,524
(Vehicle Repair/Replacement)	CAP. EXP. PASSBOOK	
25-340-7241	SEWER RESERVE	\$ 45,000
(Major Sewer Line Repair/Replacement)	CAP. EXP. PASSBOOK	
25-340-7235	SEWER RESERVE	\$ 0
(Special Revenue Compensation)	CAP. EXP. PASSBOOK	

TOTAL TO SEWER RESERVE PASSBOOK \$168,024

8. Adjournment

Paul Burns moved to adjourn the meeting at 6:41 p.m. and Dave Walsh seconded the motion. Motion carried with a 3 -0-1 vote, with Chairman Bonett abstaining.

Respectfully Submitted,



Jane LaMorte
Recording Secretary