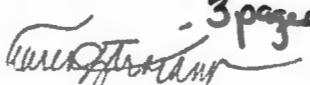


Town of Stafford
Water Pollution Control Authority
 Special Meeting
 Stafford Senior Center
 Monday, October 25, 2021
 5:30 p.m.

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 TOWN CLERK

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

Members Absent: Paul Burns

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

Index:

1. Call To Order
2. Election of Chairman and Vice-Chairman
3. Minutes of September 20, 2021
4. Chairman's Comments – Board Members Comments
5. Old Business – ARPA Money – Westford Ave – Sewer Lining Update
6. New Business – New Employee Hiring
7. Staff Reports (Superintendent) – Plant Update
8. Collector of Revenue Report – Review of Department Finances; Collection Procedures Update
9. Adjournment

1. Call To Order

The meeting was called to order at 5:32 p.m. A quorum was established.

2. Election of Chairman and Vice-Chairman

Dave Walsh made a motion to nominate Scott Bonett as Chairman of the WPCA for 2021-2022. Al Warren seconded the motion. There were no other nominations. Motions carried with a 5-0-1 vote, with Scott Bonett abstaining.

Mandy Fisher made a motion to nominate Paul Burns as Vice-Chairman of the WPCA for 2021-2022. Roger Thomas seconded the motion. There were no other nominations. Motions carried with a 5-0-1 vote, with Scott Bonett abstaining.

3. Minutes of September 20, 2021

Al Warren made a motion to accept the special meeting minutes of September 20, 2021. Dave Walsh seconded the motion. Motion carried with a 5-0-1 vote, with Chairman Scott Bonett abstaining.

4. Chairman's Comments

- Board Member Comments

Chairman Scott Bonett expressed his appreciation to Board members and staff for their efforts and commitment to the WPCA. Dave Walsh remarked that the WPCA members all have an area of expertise which makes the Board efficient and a pleasure

serving on. Mandy Fisher thanked Scott Bonett for serving as WPCA Chairman in the past and his continuation of another term. The Board members all concurred.

5. Old Business

- ARPA Money - SCADA

CDM Smith has been very attentive to their scope of work for the cyber security update. There should be a completed draft next week.

Superintendent Hartenstein stated that a committee has been formed to prioritize spending of the ARPA money. The cyber security update is a main priority.

Chairman Bonett inquired if lap tops will be included with the upgrade. This has not been requested to date.

- Westford Ave – Sewer Lining Update

The previously approved amount of funds for this project is \$125,000. The sewer lines at the intersection of Westford Ave and Willington Ave is compromised by the CT Water lines. The sewer lines go into an 'S' curve and then into a sudden drop. This 50' feet of sewer will need to be replaced. The change order is \$9,500. Members were concerned about contingency, pricing of bypass and traffic control.

Roger Thomas made a motion to increase the budget amount for the relining of Westford Ave and Willington Ave, from \$125,000 to \$150,000. Mandy Fisher seconded the motion. Motion carries with a 5-0-1 vote, with Chairman Scott Bonett abstaining.

This project will commence in 2 weeks and be completed by Thanksgiving. The WPCA Board requested that Superintendent Rick Hartenstein take pictures to show the Board the process of relining.

6. New Business

- New Employee Hiring

Superintendent Rick Hartenstein stated that the Shift Supervisor has resigned after thirteen (13) years. A restructure of the plant will be implemented so that any new employees are well rounded in plant operations. An organizational chart will be presented at the next meeting.

7. Staff Reports (Superintendent)

- Plant Update

3M is in the process of their upgrade. A plant tour was suggested for WPCA members and members of other Boards, as well as the public. This will be discussed further for the spring.

Al Warren questioned the energy efficiency of the compressor, if it were to be replaced. The compressor does not need to be replaced at this time. He also inquired if the screen that was installed at the filter effluent was reducing the problematic algae buildup. Superintendent Rick Hartenstein stated the screen has been considerably helpful.

8. Collector of Revenue Report

- Review of Department Finances

Total collections for the month of September were \$69,927 and the expenditures totaled \$177,311. The balance of the sewer reserve is \$894,370 and the balance of the sewer fund is \$1,423,864.

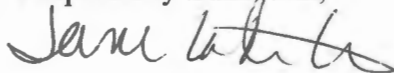
- Collection Procedures Update

The past procedures for collections were not adhered to due to COVID. Collections are now followed per policy for collections. Approximately ninety-three (93) Demands were sent October 1st. Sewer Users who do not respond by October 31st will be issued a Warrant by the State Marshall.

9. Adjournment

Dave Walsh made a motion to adjourn the meeting at 6:26 p.m. and Mandy Fisher seconded the motion. Motion carried with a 5 -0-1 vote, with Chairman Scott Bonett abstaining.

Respectfully Submitted,



Jane LaMorte
Recording Secretary