

Town of Stafford
Water Pollution Control Authority
 Regular Meeting
 Stafford Senior Center
 Monday, December 20, 2021
 5:30 p.m.

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 TOWN CLERK

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

Members Absent: None

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

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1. Call To Order
2. Minutes of November 22, 2021
3. Calendar of Meetings 2022
4. Chairman's Comments – Board Members Comments
5. Old Business – ARPA Money – Cyber Security Update; Westford Ave – Sewer Lining Update; New Employee Hiring
6. New Business – DEEP NPDES Permit Renewal and Action; Storm Water Pollution Prevention Plan Update and Action
7. Staff Reports (Superintendent) – Plant Update
8. Collector of Revenue Report – Review of Department Finances
9. Adjournment

1. Call To Order

The meeting was called to order at 5:33 p.m. A quorum was established.

2. Minutes of November 22, 2021

Paul Burns made a motion to accept the special meeting minutes of November 22, 2021. Rich Dobson seconded the motion. Motion carried with a 6-0-1 vote, with Chairman Scott Bonett abstaining.

3. Calendar of Meetings 2022

Dave Walsh made a motion to approve the WPCA 2022 Calendar of Meetings as follows: to meet the 3rd Monday of the month, with the exception of January and February, at 5:30 pm at the Stafford Senior Center, 3 Buckley Highway. The January and February meetings will take place on the 2nd Monday of the month, at 5:30 pm at the Stafford Senior Center. Al Warren seconded the motion. Motion carries with a 6-0-1 vote, with Chairman Scott Bonett Abstaining.

4. Chairman's Comments

- Board Member Comments

Chairman Scott Bonett wished everyone a safe and happy holiday season.

5. Old Business

- ARPA Money – Cyber Security Update

Superintendent Rick Hartenstein stated that he meet with the ARPA Committee and presented the Board's recommendation of splitting the cost in half with the Town. The ARPA Committee was agreeable to this proposal. In order to apply for ARPA monies, Clean Water Fund guidelines must be followed to qualify. A Quality Based Selection process will be held to satisfy the engineering procurement requirements. The advertisement for engineering firms will be reviewed at the January or February 2022 meeting.

Discussion continued with weighing the pros and cons of switching from Citect to iFix software and if it feasible to do a design build versus a design bid project. This conversation is ongoing.

- Westford Ave – Sewer Lining Update

The relining of Westford Ave is scheduled for January 3rd, with Curtis Street to follow.

- New Employee Hiring

Three (3) applicants will be interviewed on Thursday, December 23rd. Superintendent Rick Hartenstein stated he has been working on daily duties for employees.

6. New Business

- DEEP NPDES Permit Renewal and Action

The plant's NPDES permit will expire on October 1, 2022. The renewal must be submitted to the State one hundred and eighty (180) days prior to expiration. Due to being short staffed and the demand of renewing the permit, Superintendent Rick Hartenstein sought proposals from engineering firms to assist in the permit renewal process. One proposal was received, from Blue River Engineering, LLC. The proposal included a site visit, laboratory analysis, public notice and permit preparation for a total of \$6,815. The Board all agreed to hire Blue River Engineering, LLC with an allowance of \$7,500 to complete the project.

- Storm Water Pollution Prevention Plant Update and Action

The SWPPP was last completed in 2013. There is no electronic copy to update efficiently. The permit is set to expire in 2024. This will be reevaluated in 2023.

7. Staff Reports (Superintendent)

- Plant Update

Superintendent Rick Hartenstein stated that the plant is running well. He also mentioned that it was budget season and will submit a budget with no rate increase, for review by the Board, at the January meeting.

8. Collector of Revenue Report

- Review of Department Finances

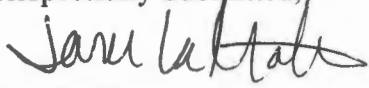
Total collections for the month of October were \$25,137 and the expenditures totaled \$111,686. The balance of the sewer reserve is \$894,370 and the balance of the sewer fund is \$1,329,159.

Since November 1st, the Marshal has collected approximately \$10,000 in back fees.

9. Adjournment

Paul Burns made a motion to adjourn the meeting at 6:12 p.m. and Dave Walsh seconded the motion. Motion carried with a 6 -0-1 vote, with Chairman Scott Bonett abstaining.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Jane LaMorte".

Jane LaMorte
Recording Secretary