

**Town of Stafford**  
**Water Pollution Control Authority**  
Special Meeting  
Stafford Senior Center  
Monday, June 27, 2022  
5:30 p.m.

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*[Signature]*  
TOWN CLERK

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

Members Absent: Roger Thomas

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

Index:

1. Call To Order
2. Minutes of April 25, 2022
3. Chairman's Comments – Board Members Comments
4. Old Business – New Sludge Hauling Class 2 CDL Vehicle
5. New Business – 22-23 Sewer Mains CIPP Project
6. Staff Reports (Superintendent) – Plant Update
7. Collector of Revenue Report – Review of Department Finances; Fiscal Year 21-22 Transfers
8. Adjournment

**1. Call To Order**

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

**2. Minutes of April 25, 2022**

*Dave Walsh made a motion to accept the minutes of April 25, 2022. Mandy Fisher seconded the motion. Motion carries with a 5 -0-1 vote, with Chairman Scott Bonett abstaining.*

**3. Chairman's Comments**

- Board Member Comments

Chairman Scott Bonett and the board welcomed Paul Burns Jr, who was shadowing Superintendent Rick Hartenstein to fulfill a requirement of the Manager's Program sponsored by the CWPAA; and also, congratulated Tim Webb on his retirement and welcomed Ken Radziwon as his replacement.

**4. Old Business**

- New Sludge Hauling Class 2 CDL Vehicle

Superintendent Rick Hartenstein stated that he has investigated the prospect of obtaining a Class 2 vehicle. The wait for this vehicle is one year. The make, model and specifications desired were reviewed.

**5. New Business**

- 22-23 Sewer Mains CIPP Project

Superintendent Hartenstein distributed a tentative pipe relining list. This list included Parkess Street to Quinn Street; Olympic Circle; Converse Street; Furnace Avenue to High Street; and mobilization. The total estimated project cost is \$143,130. This will be discussed again next month, along with another estimate for the work to be performed.

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

- Plant Update

CDM Smith has completed 30% of the SCADA Upgrade design phase. Recently, the SCADA system went down at 1:30 a.m. Superintendent Hartenstein recognized employee Jeremy Vail for his swift and prudent action to bring the plant back to optimum treatment. He was able to make all necessary adjustments to have the plant run in manual mode. A letter of praise will be written for his file. CDM Smith prepared a plan of action if this were to happen again.

An A/C unit was installed in the electrical room. The server will be installed there.

3M has been shut down for 10 days, to change over to the new system. Plant operators were able to take down, clean and do preventative maintenance on the clarifiers during this time. 3M solid loading has decreased but are not meeting permit. Permit compliance is for November.

The new employees have been working out very well. They have been great additions and both have excelled in their given tasks.

The Town is considering a complete road reconstruction on Willington Avenue. ARPA money is to be used for the design work by Weston & Sampson. A grant is being looked into for the construction portion of the project. Sewer replacement is favorable in this area. The Board would like an estimate for installation. This item to be discussed next month.

## **7. Collector of Revenue Report**

- Review of Department Finances

The total delinquent sewer fees collected, for fiscal year 2021-2022, is \$139,679.

Total collections for the month of May were \$55,503 and the expenditures totaled \$119,087. The balance of the sewer reserve is \$895,802 and the balance of the sewer fund is \$1,408,804.

- Fiscal Year 21-22 Transfers

***Dave Walsh made a motion to approve the following transfers. Paul Burns seconded the motion:***

**TRANSFER REQUEST AS FOLLOWS**

**FISCAL YEAR 2021-2022**

<u>From</u>	<u>To</u>	<u>Amount</u>
<b>SEWER FUND</b>	<b>SEWER FUND</b>	
25-340-1180 (Sal: Operational)	25-340-1182 (Sal: OT)	\$ 11,500
25-340-1505 (Fees: Recording Sec)	25-340-2121 (Public Official Policy)	\$ 141
25-340-1180 (Sal: Operational)	25-340-2123 (General Liability Policy)	\$ 3,000
25-340-4100 (Utilities: Electricity)	25-340-3208 (Engineering Consultant)	\$ 27,000
25-340-4100 (Utilities: Electricity)	25-340-3325 (Repair & Maint)	\$ 5,000
25-340-1180 (Sal: Operational)	25-340-4103 (Utilities: Heat)	\$ 7,800
25-340-2035 (Employee Retirement)	25-340-5100 (Office Supplies)	\$ 2,000
25-340-1180 (Sal: Operational)	25-340-5102 (Process Chemicals)	\$ 16,200
25-340-1183	25-340-5102	\$ 500

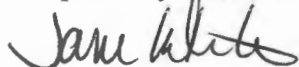
(Sal: Call in)	(Process Chemicals)	
25-340-7241	25-340-7244	\$ 13,132
(Cap: Line Maint)	(Inflow/Infiltration)	
25-340-6110	25-340-7244	\$ 57,368
(Sewer Line System Maint)	(Inflow/Infiltration)	
25-340-7241	25-340-7242	\$ 34,500
(Cap: Line Maint)	(Cap: Equipment)	
25-340-3200	25-340-2015	\$ 2,450
(Legal Services)	(Fica/Medicare)	
25-340-1183	25-340-5350	\$ 500
(Sal: Call in)	(Vehicle: Gas & Oil)	
25-340-1183	25-340-7242	\$ 9,000
(Sal: Call in)	(Cap: Equipment)	
25-340-2030	25-340-7242	\$ 9,900
(Group Health & Life)	(Cap: Equipment)	
25-340-4103	25-340-7242	\$ 3,000
(Utilities: Diesel for Gen)	(Cap: Equipment)	
25-340-7025	25-340-7242	\$ 4,600
(State Inspection/Permit Fees)	(Cap: Equipment)	

***Motion carries with a 5-0-1 vote, with Chairman Scott Bonett abstaining.***

**8. Adjournment**

*Paul Burns made a motion to adjourn the meeting at 6:28 p.m. and Dave Walsh seconded the motion. Motion carried with a 5 -0-1 vote, with Chairman Scott Bonett abstaining.*

Respectfully Submitted,



Jane LaMorte  
Recording Secretary