

Town of Stafford
Water Pollution Control Authority
 Special Meeting
 Stafford Senior Center
 Monday, March 20, 2023
 Immediately following the Public Hearing at 6:30 p.m.

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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 Ken Radizwon, Town of Ellington

Index:

- Call To Order
- 1. Fiscal Year 2023-2024 Budget Discussion and Possible Action
- 2. Fiscal Year 2023-2024 Sewer User Rates Discussion and Possible Action
- 3. Adjournment

1. Call To Order

The meeting was called to order at 6:46 p.m. A quorum was established.

2. Fiscal Year 2023-2024 Budget Discussion and Possible Action

Paul Burns made a motion to accept the proposed fiscal year 2023/2024 Water Pollution Control Facility budget in the amount of \$1,994,326, with total operating expenses of \$1,899,358 and an adjustment for uncollected fees in the amount of \$94,968, as posted in the Town Clerk's Office on March 7, 2023. Dave Walsh seconded the motion. Motion carries with a 6-0-1 vote, with Chairman Scott Bonett abstaining.

3. Fiscal Year 2023-2024 Sewer User Rates Discussion and Possible Action

Dave Walsh made a motion to accept the proposed sewer user rates as filed in the Town Clerk's office on March 7, 2023, for Fiscal Year 2023/2024, and that the sewer user fees be due and payable July 1, 2023, and January 1, 2024, with bills under \$100 due and payable in one installment. Mandy Fisher seconded the motion. Motion carries with a 6-0-1 vote, with Chairman Scott Bonett abstaining.

4. Adjournment

Dave Walsh made a motion to adjourn the meeting at 6:48 p.m. Paul Burns seconded the motion. Motion carried with a 6-0-1 vote, with Chairman Scott Bonett abstaining.

Respectfully Submitted,

Handwritten signature of Jane LaMorte

Jane LaMorte
 Recording Secretary

WPCA 2023-2024 Budget

3/21/2023

\$370.00 a Year

WPCF	Approved 2022-2023	Approved 2023-2024	% Increase or Decrease	Different	
Salaries: Operational Personnel	502,504	449,405	-10.6%	53,099	Wages for 6 WPCF employees
Salaries: Overtime-Weekends	14,000	14,500	3.6%	500	contracted weekend work
Salaries: Overtime-Call-Ins	10,000	12,000	20.0%	2,000	emergency call-ins
Salaries: Overtime-On-Call	6,225	6,225	0.0%	0	on-call
Fees: Recording Secretary	1,200	1,200	0.0%	0	\$75 per monthly meetings plus any special meetings
Uniform Allowance	4,500	3,000	-33.3%	1,500	\$1400 boot allow; \$3,100 Uniforms
FICA/Medicare Emp.	36,000	34,400	-4.4%	1,600	Federal and State withholding - taxes 7.65% of salaries
Workers Comp Policy	23,000	27,000	17.4%	4,000	annual premium allocation to USI
Unemployment			#DIV/0!	0	
Group Health & Life	142,142	135,243	-4.9%	6,899	bi-monthly payment for employee health benefits
Employee Retirement	105,571	105,575	0.0%	4	annual contribution to Pension Plan
Professional Fees	0	0	#DIV/0!	0	annual premium allocation to USI
General Liability Policy	42,000	48,000	14.3%	6,000	annual premium allocation to USI
Property Policy	0	0	#DIV/0!	0	annual premium allocation to USI
Commercial Lines Fee	0	0	#DIV/0!	0	annual premium allocation to USI
Excess Liability Policy	0	0	#DIV/0!	0	annual premium allocation to USI
Auto Policy	0	0	#DIV/0!	0	annual premium allocation to USI
Postage	2,500	2,500	0.0%	0	special mailings including postage meter
Public notices-Liens	4,750	4,750	0.0%	0	6 legals for collections @ \$500; Notices pertaining to changes; lien recordings
Legal Services	4,600	4,600	0.0%	0	2 semiannual payment of \$1000 to Paradiso and Muska for legal services;
Engineering Consultation	10,000	10,000	0.0%	0	misc. professional advice
Cont. Service/Agreements	25,000	35,000	40.0%	10,000	Collections Software Support, Copiers, Scada Security
Repair & Maintenance: Vehicles	15,000	15,000	0.0%	0	general mechanic repairs
Repair & Maint : Plant	100,000	100,000	0.0%	0	buildings, UV, filters, equipment maintenance
Continuing Education	5,000	5,000	0.0%	0	memberships to WPCA organizations, classes and books
Test: Heavy Metals & Toxic	25,000	30,000	20.0%	5,000	inf/eff samples for ammonia, copper, lead, zinc, quarterly test toxicity of sludge
Drug & Alcohol tests/misc.	750	750	0.0%	0	annual cost / random drug tests for CDL/Class A employees
Utilities: Electricity	135,000	126,285	-6.5%	8,715	Plant; Pump Stations - Lake Shore; Meadow; Orcutt; W. Staff
Utilities: Water	1,200	1,500	25.0%	300	\$375 per quarter for plant
Utilities : Heat	23,000	23,000	0.0%	0	11000 gallons @ \$1.80
Utilities: Diesel for Generators	2,000	2,000	0.0%	0	fuel to enable generators to run
Disposal of Sludge	126,000	84,000	-33.3%	42,000	monthly avg. disposal fee of \$6,000
Telephone	10,000	10,000	0.0%	0	monthly internet / phone for plant / PS alarms; cell phone reimb
Insurance Bonding	200	200	0.0%	0	Annual payment for Bond certificate for Collector of Revenues
Office Supplies	4,400	4,400	0.0%	0	Basic office needs - paper; folders; binders; clips; etc.; stationary & forms
Laboratory, Supplies & Mat.	10,000	25,000	150.0%	15,000	test papers, cylinders, filters, cones and general lab necessities New Spectrophotometer
Process Chemicals	32,700	42,000	28.4%	9,300	Oder Control Rt 190 PS, Sludge Thickening; Alkalinity for Nitrification
Equipment/Supplies	5,000	5,000	0.0%	0	General needs for facility maintenance
Vehicle Gas & Oil	12,000	13,500	12.5%	1,500	3600 avg yearly gallons x \$3.50
Sewer Line System Maintenance	100,000	110,000	10.0%	10,000	main sewer pipe maint; Manhole replacement;
Pump Stations	1,000	1,000	0.0%	0	pump station maintenance
State Inspection/Permit Fees	17,500	17,500	0.0%	0	\$2,400 NPDES Yearly Fee; \$15,000 Est Cost for Nitrogen Credit Exchanges
CAP - Spec. Rev. Comp. Fund	6,600	6,500	-1.5%	100	sinking fund for future benefit payout
CAP - Pump Stations	5,000	5,000	0.0%	0	sinking fund for future pump station improvement
CAP - Line Maint	69,000	80,000	15.9%	11,000	sinking fund for future improvements to sewer line
CAP - Equipment	70,000	67,000	-4.3%	3,000	sinking fund for future purchase of capital equipment
CAP - Vehicle Replacement	49,500	30,000	-39.4%	19,500	future purchase of trucks/equipment and 25K 10 year pay back for Vac-Con (4)
Inflow/Infiltration	100,000	100,000	0.0%	0	sinking fund for future I/I work
Rental of Sewer Pipe: RR	2,250	2,265	0.7%	15	Yearly fee for pipe and powerline crossing under tracks
BOND Payment	40,450	99,060	144.9%	58,610	Bond for RT-190 PS
TOTAL	1,902,542	1,899,358			
Adjustment for Uncollected Fees	95,127	94,968			
TOTAL EXPENDITURES	1,997,669	1,994,326			-3,343
REVENUES					
User Fees	1,829,722	1,889,526			
Prior Collections	55,000	55,000			
Septic	32,500	34,350			
Interest Earned	950	950			
Connection Fees	9,000	9,000			
Elderly Housing	5,500	5,500			
Other 3M Surcharge	65,000	0			
Cash Balance	0	0			
TOTAL	1,997,672	1,994,326			
	3	0			
Capital Savings 20% of Budget	200,100	188,500			
% of Budget Spent on Capt.	11%	10%			

**APPROVED SEWER USER RATE CHARGES
FOR
FISCAL YEAR JULY 1, 2023 THROUGH JUNE 30, 2024**

The following are the proposed sewer user charges, for Fiscal Year 2023/2024:

1. Level 1	Residence, Per Single Unit (0 – 62,000 Gallons Per Year)	\$370.00
2. Level 2	0 - 62,000 Gallons Per Year	370.00
3. Level 3	62,001 - 124,000 Gallons Per Year	740.00
4. Level 4	124,001 - 186,000 Gallons Per Year	1,110.00
5. Level 5	186,001 - 248,000 Gallons Per Year	1,480.00
6. Level 6	248,001 - 310,000 Gallons Per Year	1,850.00
7. Level 7	310,001 - 372,000 Gallons Per Year	2,220.00
8. Level 8	372,001 - 434,000 Gallons Per Year	2,590.00
9. Level 9	434,001 - 496,000 Gallons Per Year	2,960.00
8. Level 8	Over 496,001 will be \$5.97 per 1,000 gallons or portions thereof	
9. Level 9	Septic Dumpings will be \$0.085 per gallon	