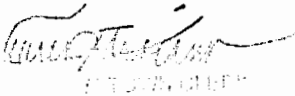


Town of Stafford
Water Pollution Control Authority
 Regular Meeting
 Stafford Senior Center
 Monday, July 17, 2023
 5:30 p.m.

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Members Present: Chairman Scott Bonett; Paul Burns; Mandy Fisher; Roger Thomas; and

Members Absent: Richard Dobson Jr. and Allen Warren

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

Index:

1. Call To Order
2. Minutes of May 15, 2023
3. Chairman's Comments – Board Members Comments
4. Old Business – SCADA Project Upgrade Update; WPCF Expansion Discussion Update
5. New Business – First Selectman Email Discussion
6. Staff Reports (Superintendent) – Plant Update
7. Collector of Revenue Report – Review of Department Finances; Transfers FY 22-23; 36 East Main Street – Sewer Reduction Request
8. Adjournment

1. Call To Order

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

2. Minutes of May 15, 2023

Paul Burns made a motion to accept the regular meeting minutes of May 15, 2023. Roger Thomas seconded the motion. Motion carries with a 4-0-1 vote, with Chairman Scott Bonett abstaining.

3. Chairman's Comments

- Board Member Comments

WPCA members welcomed new Town of Ellington DPW Superintendent Tom Modzelewski.

4. Old Business

- SCADA Project Upgrade Update

Equipment has been delivered to Aaron Associates. Programming and testing are being performed. Equipment should be ready for the plant in 3 months.

- WPCF Expansion Discussion Update

A Memorandum was prepared by CDM Smith regarding a study on the capacity of the existing clarifiers. The study supported the idea that future connections will put a significant strain on the process at the plant. During high flow events, polymer is added to enhance settling but solids continue to be washed out of the secondary clarifiers and overload the effluent filters. When this happens, the filters go into continuous backwash which results in a cycle of additional

flow and loading to the clarifiers. The plant has difficulty maintaining effluent quality during high flow events. For the plant to handle larger flows, without sacrificing effluent quality, an option would be to increase the available surface area by putting in additional clarifiers. An estimate for this project is \$15.3 million. Board members are to provide any comments on the report in a timely manner to Mr. Hartenstein.

The study indicated that this lack of clarifier capacity is limiting the plant's ability to consistently treat intermittent elevated flows associated with wet weather. If the sewer service area is expanded and /or additional customers are added, effluent quality is likely to be negatively impacted on a recurring basis and the WPCF would be at risk of permit violations.

During the most recent rain event, flow went from 1.1 million gallons to 4.2 million gallons in less than 2 hours. There is flow/runoff coming into the plant from an unknown source of inflow and infiltration. During the Infiltration and Inflow study by Weston and Sampson performed in 2015, the source of this excess was not discovered. It was suggested that Weston and Sampson be contacted as to the potential cost and timing to install flow meters in the downtown area to try and isolate where the extra flow is coming from.

The study raised concern among the Board as a whole. Discussion of a potential future moratorium on new sewer connections was discussed, but a timeline was not discussed and no action taken on this item.

5. New Business

• First Selectman Email Discussion

Rick Hartenstein received an email from the First Selectman regarding the debt service and the contributing amount by the WPCA. The Selectman asked that the WPCA to pay 60% of the total debt service for treatment plant projects previously completed by the Town, for the WPCA. The Board discussed that the projects and associated debt service had been previously approved and voted on by the Town a number of years ago. In the previously referenced email, a combined meeting was requested with the WPCA Board, Board of Finance, Board of Selectman and Town Attorney Rich Roberts. Rick Hartenstein responded to the email inquiring about tentative dates for a meeting to check availability with WPCA members. There has been no more correspondence.

6. Staff Reports

• Plant Update

The thickener concrete deterioration quote was received in the amount of \$9,100. This project will be scheduled.

The OSHA standard railing quote came in at \$470,000. Rick Hartenstein was able to negotiate with OSHA and get the railing repair job, with materials and labor, to \$6,400.

A lab analyzer was placed in the 23-24 budget and is ready to purchase. The analyzer will be able to do the COD tests in-house and save \$25/week in outside lab fees.

Greg Carreira passed his Operator I test and is now working toward his Class II. Greg has expressed an interest in getting his CDL Class B license and has asked the WPCA to pay for it. Tom Modzelewski offered training for this at a discounted fee if there was enough interest from Ellington staff. He would let Rick know. Discussion continued with potentially generating language regarding the WPCA paying all or a portion of fees associated with current employee training for a CDL license contingent on successful acquisition of the license, an agreed upon length of service, and a prorated payback clause from the employee to the WPCA, if employee wished to terminate employment before the agreed upon length of services was completed.

7. Collector of Revenue Report

- Review of Department Finances

Total collections for the month of June were \$11,696 and the expenditures totaled \$119,000. The balance of the sewer reserve is \$897,237 and the balance of the sewer fund is \$1,741,397.

- **Transfers FY 22-23**

Dave Walsh made a motion to transfer the following:

TRANSFER REQUEST AS FOLLOWS

FISCAL YEAR 2022-2023

| <u>From</u> | <u>To</u> | <u>Amount</u> |
|--------------------------|----------------------|---------------|
| SEWER FUND | SEWER FUND | |
| 25-340-1183 | 25-340-1180 | \$ 6,250 |
| (Sal: Overtime Call Ins) | (Sal: Operational) | |
| 25-340-1183 | 25-340-1182 | \$ 1,550 |
| (Sal: Overtime Call Ins) | (Sal: Overtime) | |
| 25-340-2015 | 25-340-1182 | \$ 1,030 |
| (FICA/Medicare) | (Sal: Overtime) | |
| 25-340-2030 | 25-340-3825 | \$ 1,450 |
| (Group Health & Life) | (Test: Heavy Metals) | |
| 25-340-2030 | 25-340-5102 | \$ 1,350 |
| (Group Health & Life) | (Chemicals/Chlorine) | |
| 25-340-2030 | 25-340-6110 | \$ 5,150 |
| (Group Health & Life) | (Sewer Line Maint) | |

| | | |
|--|---------------------------------------|-------------|
| 25-340-3208 (Engineering Consultant) | 25-340-5110 (Equipment & Supplies) | \$ 900 |
| 25-340-3200 (Legal Services) | 25-340-5320 (Vehicle Gas & Oil) | \$ 3,000 |
| 25-340-7025 (State Ins – Permit Fees) | 25-340-7241 (CAP – Line Maint) | \$ 9,800 |
| 25-340-4103 (Utilities: Heat) | 25-340-7241 (CAP – Line Maint) | \$ 7,866.16 |

Mandy Fisher seconded the motion. Motion carries with a 4-0-1 vote, with Chairman Scott Bonett abstaining.

Mandy Fisher made a motion to transfer the following:

TRANSFER REQUEST AS FOLLOWS

FROM FISCAL YEAR 2022-2023

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 | SEWER RESERVE | \$ 70,000 |

| | | |
|---------------------------------------|--------------------|-----------|
| (Cap – Equipment) | CAP. EXP. PASSBOOK | |
| 25-340-7245 | SEWER RESERVE | \$ 10,697 |
| (Vehicle Repair/Replacement) | CAP. EXP. PASSBOOK | |
| 25-340-7241 | SEWER RESERVE | \$ 29,000 |
| (Major Sewer Line Repair/Replacement) | CAP. EXP. PASSBOOK | |
| 25-340-7235 | SEWER RESERVE | \$ 6,600 |
| (Special Revenue Compensation) | CAP. EXP. PASSBOOK | |

TOTAL TO SEWER RESERVE PASSBOOK \$121,297

Paul Burns seconded the motion. Motion carries with a 4-0-1 vote, with Chairman Scott Bonett abstaining.

• **36 East Main Street – Sewer Reduction Request**


The property owner at 36 East Main Street requested that a reduction be considered due to the efforts by the property owner to keep usage down and the units being small and single occupancy. The same property owner recently acquired another rental unit at 4 Willington Avenue with similar circumstances.

The members stated that sewer use charges are based on the occupancy listed on the Assessor's card. Changes in use can only be done if the Assessor determines the property to be of a lessor occupancy. It was requested that a letter be sent to the property owner regarding this matter.

8. Adjournment

Dave Walsh made a motion to adjourn the meeting at 6:40 p.m. and Paul Burns seconded the motion. Motion carried with a 4-0-1 vote, with Chairman Scott Bonet abstaining.

Respectfully Submitted,



Jane LaMorte
Recording Secretary