

**Town of Stafford**  
**Water Pollution Control Authority**  
 Regular Meeting  
 Stafford Senior Center  
 Monday, November 20, 2023  
 5:30 p.m.



Members Present: Chairman Paul Burns; Mandy Fisher; Dave Walsh and Allen Warren

Members Absent: Scott Bonett; Richard Dobson Jr.; and Roger Thomas

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 October 16, 2023
3. Chairman's Comments – Board Members Comments
4. Old Business – SCADA Project Upgrade Update; WPCF Expansion Discussion Update; Weston & Sampson Manhole Inspections Update
5. New Business – 32 Willington Ave Sewer Connection Exemption Request; 2 Middle River Drive Grease Trap; LED Light Upgrade
6. Staff Reports (Superintendent) – Plant Update; Blower Failure; Vacant Position Update; NEWEA Award Recognition
7. Collector of Revenue Report – Review of Department Finances; Transfer of Sewer Funds for Balance of SCADA Project Upgrade
8. Adjournment

**1. Call To Order**

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

**2. Minutes of October 16, 2023**

*Dave Walsh made a motion to accept the regular meeting minutes of October 16, 2023. Mandy Fisher seconded the motion. Motion carries with a 3-0-1 vote, with Chairman Paul Burns abstaining.*

**3. Chairman's Comments**

- Board Member Comments

Al Warren questioned if wording could be added to the Regulations regarding members of the WPCA, their terms and code of conduct for dismissal.

**4. Old Business**

- SCADA Project Upgrade Update

The equipment will be installed in December. Licensing and reporting software is being set up.

- WPCF Expansion Discussion Update

This item is tabled to January, when a joint meeting with the EDC, BOF and BOS will be scheduled.

- Weston & Sampson Manhole Inspections Update

The work was rescheduled to 12/4 due to the trunkline being too wet for access.

**5. New Business**

- 32 Willington Ave Sewer Connection Exemption Request

The property owner is within the sewer service area but will have to add 800 feet of pipe and tear up the existing paved driveway for sewer connection. A request for exemption to connect was requested.

*Dave Walsh made a motion to approve the exemption to connect with the condition of approval of the Health Department. Mandy Fisher seconded the motion.*

Al Warren wanted more information from the Health Department regarding space for a new septic system prior to approval.

*Dave Walsh rescinded his motion. Mandy Fisher rescinded her second.*

More information will be provided at the December meeting.

- 2 Middle River Drive Grease Trap

Domino’s will be installing a 1,000-gallon tank outside the facility.

- LED Light Upgrade

The Town’s electrical supplier wanted to conduct a study on the lighting at the treatment plant. The study would consist of a change from fluorescent lights to LED lights. The members all agreed that gathering data and reviewing the study would be acceptable.

**6. Staff Reports**

- Plant Update

1. Blower Failure

On 11/12 there was a scheduled power outage, by Eversource, that affected the two 50 Hp blowers. They would not come back online despite several attempts. The 100 Hp blower has been in use, but it puts out too much air. There is a \$3,600 fee to have a Neuros technician come out to repair the blowers. Through conversations with the vendor, it was suggested that the VFD be replaced. The replacement of a VFD did fix one 50 Hp blower but the other remains offline. Repair is ongoing.

2. Vacant Position Update

There were no qualified applicants at this time.

3. NEWEA Award Recognition

Superintendent Rick Hartenstein announced that Jane LaMorte has been chosen as the recipient of the E. Sherman Chase Award. This award will be presented at the NEWEA annual conference in January.

**7. Collector of Revenue Report**

- Review of Department Finances

Total collections for the month of October were \$251,492 and the expenditures totaled \$197,615. The balance of the sewer reserve is \$898,465 and the balance of the sewer fund is \$1,759,889.

- Transfer of Sewer Funds for Balance of SCADA Project Upgrade

*Mandy Fisher made a motion to transfer the following:*

**FISCAL YEAR 2023-2024**

From \_\_\_\_\_ To \_\_\_\_\_ Amount \_\_\_\_\_

**SEWER FUND**

25-02-020-201

(Usable Cash Surplus)

**SEWER FUND**

25-340-7242

(Capital Equipment)

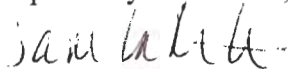
\$ 500,000

*Dave Walsh seconded the motion. Motion carries with a 3-0-1 vote, with Chairman Paul Burns abstaining.*

**8. Adjournment**

*Dave Walsh made a motion to adjourn the meeting at 6:27 p.m. and Mandy Fisher seconded the motion. Motion carried with a 3-0-1 vote, with Chairman Paul Burns abstaining.*

Respectfully Submitted,



Jane LaMorte  
Recording Secretary