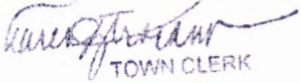


Town of Stafford
Water Pollution Control Authority
 Special Meeting
 Stafford Senior Center
 Monday, February 5, 2024
 5:30 p.m.

RECEIVED
 STAFFORD, CT
 2024 FEB -7 PM 3:35
 3 pages

 TOWN CLERK

Members Present: Chairman Paul Burns; Scott Bonett; 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; Tom Modzelewski, Town of Ellington; and Constantinos Constantina

Index:

1. Call To Order
2. Minutes of November 20, 2023
3. Chairman's Comments – Board Members Comments
4. 36 Prospect Street Sewer Connection – Discussion and Possible Action
5. Old Business – SCADA Project Upgrade Extension; WPCF Expansion Discussion Update – Tabled to January Meeting; Weston & Sampson Manhole Inspections Update
6. New Business – Manhole Relining Project; Lining of Cross-Country Line Community Center
7. Staff Reports (Superintendent) – Plant Update; Blower Failure Update; Vacant Positions Update
8. Collector of Revenue Report – Review of Department Finances
9. Adjournment

1. Call To Order

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

2. Minutes of November 20, 2023

Mandy Fisher made a motion to accept the regular meeting minutes of November 20, 2023. Rich Dobson seconded the motion. Motion carries with a 5-0-1 vote, with Chairman Paul Burns abstaining.

3. Chairman's Comments

- Board Member Comments

There were no comments.

4. 36 Prospect Street Sewer Connection – Discussion and Possible Action

The old Borough School has been purchased and is in the process of being converted into 20 apartments. Since the property has been vacant for a number of years and there is a change of use, impact fees for connection will be \$3,000 per unit, or \$60,000 total.

The property owner has requested that these fees be paid over a period of time due to the ongoing building renovations and actual occupancy occurring in the summer of 2025. It was requested that three (3) equal installments of \$20,000 be paid in February 2024; January 2025; January 2026. An agreement would be written and signed with the property owner and the WPCA.

Scott Bonett made a motion to enter into a written agreement with the property owner of 36 Prospect Street for the payment of \$60,000 for sewer connection. The

payment will be made in three (3) equal installments in February 2024; January 2025 and January 2026. Usage fees must be paid during this time. Dave Walsh seconded the motion. Motion carries with a 5-0-1 vote, with Chairman Burns abstaining.

5. Old Business

- SCADA Project Upgrade - Extension

There was a request for an extension of substantial completion due to scheduling of the blower upgrade.

Mandy Fisher made a motion to accept the request for extension of the SCADA Upgrade Project, making the substantial completion date of March 22, 2024. Rich Dobson seconded the motion. Motion carries with a 5-0-1 vote, with Chairman Burns abstaining.

- WPCF Expansion Discussion Update – Tabled to January Meeting

It was recommended that the Town schedule and hold a Public Hearing the second week of March.

- Weston & Sampson Manhole Inspections Update

Weston & Sampson completed a full day of smoke testing and made the following discoveries:

- Substantial leak in the Community Center lateral
- 5 manhole leaks
- Old Conservatories line plugged
- 8” sewer pipe on Westford Ave needs to be relined.
- Willington Ave, near firehouse, there is a 10” sewer pipe located in a steep downhill area that has a leak
- Sewer main going down route 32 may have leaks, further investigation is necessary

Currently, it is more cost effective to repair broken sewer lines than invest in a facility upgrade.

6. New Business

- Manhole Lining Rehab Project

The manholes discovered to have leaks are located at 55 West Street; Levinthal Run; 27 Furnace Ave; 76 East Main Street; and Lot behind 76 East Main Street. A quote from Savy and Sons of \$9,950 for repair was received for labor and material.

Dave Walsh made a motion to repair the 5 manholes for \$9,950. Mandy Fisher seconded the motion. There was some discussion regarding payment terms. Motion carries with a 5-0-1 vote, with Chairman Burns abstaining.

- Lining of Cross-Country Line Community Center

The cross-country line is a lateral to the Community Center and was found to have a significant leak. The Town DPW has been notified and a price for relining has been requested. The discussion of payment is ongoing.

7. Staff Reports

- Plant Update
 1. Blower Failure Update

Eversource had a scheduled outing which rendered two (2) blower VFD's inoperable. A reimbursement request was sent to Eversource for replacement. Eversource denied payment. It was recommended to have Attorney Ed Muska look over Eversource documents and to contact the Public Utilities Control Organization regarding possible failure to follow policies.

2. Vacant Positions Update

The positions of Operator I and Operator III/Lab Technician are currently vacant. Discussion ensued with the difficulty of finding qualified help. DEEP was contacted for clarification on duties of an operator. An operator is an individual who operates, is contracted to operate, or is employed by an entity to operate equipment at a wastewater treatment facility so as to affect the treatment process. A laborer can perform duties at the plant, work on equipment, perform maintenance as long as there is no process change. If the employee does not perform operational tasks then they don't need to become certified.

8. Collector of Revenue Report

- Review of Department Finances

Total collections for the month of December were \$62,093 and the expenditures totaled \$172,730. The balance of the sewer reserve is \$898,840 and the balance of the sewer fund is \$1,587,673.

The budget was presented showing no increase in sewer rates for FY 24/25. Scott Bonett recommended that more money should be allocated to sewer line maintenance, with increasing Inflow and Infiltration repairs. He also stated that the consultant prepared sewer rate study recommended that the sewer rates be increased yearly. Budget scenarios will be presented at the next meeting.

9. Adjournment

Scott Bonett made a motion to adjourn the meeting at 6:46 p.m. and Mandy Fisher seconded the motion. Motion carried with a 5-0-1 vote, with Chairman Paul Burns abstaining.

Respectfully Submitted,



Jane LaMorte
Recording Secretary