

STAFFORD WATER POLLUTION CONTROL AUTHORITY

Regular Meeting
Veteran's Meeting Room
Monday, November 2, 2009

Members Present:

Paul Burns
James Tantillo
Francis Finch
Doug Fassett
Doug Minich
B. Allen Warren
Michael Waugh

Members Absent:

Herman Perlot
Earl Avery

Also present were Superintendent Kevin Leslie, and Peter Williams of the Town of Ellington.

1. CALL TO ORDER

The meeting was called to order by Chairman Waugh at 5:38 P.M. A quorum was established.

2. FACILITY PLAN UPGRADE – MONTHLY PROGRESS MEETING

- Construction Meeting Wednesday, November 4, 2009 Cancelled

Chairman Waugh stated that the November construction meeting for the Upgrade was cancelled. Nickerson has not been on site for the last month but should be back on site in November.

Chairman Waugh stated that he met with CDM and RD recently to discuss the recent change orders submitted. C.O. No. 5 was submitted in the amount of \$47,599.99 for a previously negotiated contract with Entex and ARRA requirements. Also, C.O. No. A-3 was submitted for CDM Amendment 3 in the amount of \$107,500 for ARRA requirements and enhanced design.

C.O. No. A-3 was pre-approved at the meeting but C.O. No. 5 was not. RD would need more time to look over the documents. The cost for this change order may have to be absorbed by the WPCA since it had been acted on and parts were ordered prior to RD approval.

A written approval for C.O. No. 1 has been received for the approval of the upgrade of the blowers.

Mr. Warren stated that the paperwork for the change order was not AIA compliant and it was hard to see where credits were since it was not in the proper format. Mr. Waugh stated he would look into that.

3. MINUTES OF OCTOBER 5, 2009

Mr. Minich made a motion to accept the minutes of October 5, 2009. Mr. Fassett seconded the motion. Motion carries unanimously.

4. SUPERINTENDENT'S REPORT

Superintendent Leslie reported that there is an open line of communication with himself Chairman Waugh, Data Control Manager Doug Minich and Office Manager Jane LaMorte. Weekly reports are emailed along with questions and progress reports.

Mr. Leslie stated that housekeeping was being done at the WPCF, including overhauling the lab. There was an issue with permit violations in reporting in the past. This matter has been addressed with DEP and should propose no problems. The lab sheets for solids in and solids out are now balanced.

Mr. Leslie stated that CDM had recently completed a WPCF upgrade in the Town of Suffield and suggested that Richard Hartenstein and Riccardo DeCarli visit to see the end of project results. Rick and Ric have also signed up for Wastewater classes and Rick has signed up for an exam prep course for a target exam date of July 2010. Mr. Leslie stated that they removed all the formulas out of the spreadsheets and were performing calculations by hand to gain a better understanding of the treatment process. There is now a daily check sheet and a pump check list. A maintenance log is being established on all buildings, equipment and any new items.

Mr. Leslie stated that Rick and Ric have been extremely helpful and cooperative during the transition. They both have responded really well to change and come to work with a good attitude.

Mr. Leslie commented that both vehicles were really old. It was questioned what would be more beneficial, a new 350 or a small truck for running parts. This would be looked into. The tractor is also older and it was questioned as to how many miles were on the tractor. Mr. Minich stated that the truck at the Transfer Station is in the same condition and should be replaced and maybe both tractors could be purchased together in order to save money.

5. REVIEW OF DEPARTMENT EXPENDITURES

A detailed sheet was distributed to all members. Chairman Waugh stated that Mr. Leslie is watching the expenditures closely and contacts him when a purchase is necessary. Mr. Leslie stated that his goal is to have no surprises come up on the expenditure report.

Mr. Leslie stated that there is a lot of outdated equipment in the lab and that he received prices for many new pieces totaling \$1,336.35. Also, a balance is required and would get a price soon.

6. OLD BUSINESS

- Industrial Discharge Evaluation and Surcharge Development Update

There has still been no response from Cuno (3M). It was recommended that CDM's samples be used move forward and implement a surcharge from those samples.

Mr. Leslie stated he was seeing things that he doesn't usually see and stated that Cuno comprises of 20% of the wastewater flow and 50% of that are solids. They are definitely not paying their share.

Chairman Waugh stated he would work with CDM to figure a bill and present to Cuno. If a change in the ordinance were necessary a public hearing is to be held.

Bond Counsel has prepared a resolution regarding the \$692,000 plus interest that is due to the State for Design work for the Upgrade.

7. NEW BUSINESS

- Employee Contract

Chairman Waugh stated that he had reviewed the Superintendent's employee contract with Mr. Leslie and Mr. Minich.

Mr. Finch made a motion to accept the contract for Superintendent as written, Mr. Burns seconded the motion. Motion carries unanimously.

Chairman Waugh stated that the money that was placed in the budget in the Replacement of Trucks and Equipment line item had not been transferred into the sewer reserve fund at fiscal year's end.

Mr. Burns made a motion to transfer \$27,203.32 from the Sewer Fund to the Sewer Reserve for Capital and Non-reoccurring Expenses Passbook. Mr. Finch seconded the motion. Motion carries unanimously.

8. ADJOURNMENT

Mr. Burns made a motion to adjourn at 6:53 P.M. Mr. Finch seconded the motion. Meeting adjourned.

Respectfully Submitted:

Jane LaMorte
Office Manager WPCA