

STAFFORD WATER POLLUTION CONTROL AUTHORITY

Special Meeting
Veteran's Meeting Room
Wednesday, June 8, 2011

Members Present:

Michael Waugh
Doug Fassett
Paul Burns
Francis Finch
Doug Minich
Herman Perlot
B. Allen Warren

Members Absent:

Earl Avery
James Tantillo

Also present were Superintendent Kevin Leslie; James Ussery, J. R. Russo & Associates; Al Seagraves, Rockledge LLC; Dan Lawrence, Weston and Samson; Ed Muska, WPCA Attorney; and Pete Williams, Town of Ellington.

1. CALL TO ORDER

The meeting was called to order by Chairman Waugh at 5:35 P.M. A quorum was established.

2. ROCKLEDGE LLC PRESENTATION FOR SEWER CONNECTION

Mr. Ussery opened discussion by presenting a conceptual drawing of the proposed development on Route 190, located near Bolles and behind. He proposed a 1,000 feet of gravity sewer to be installed by Rockledge LLC from the proposed subdivision to Chelle's Diner. There would be four new lots that would have a maximum of 2,000 gallons per day total flow impact on the treatment plant.

The Authority mentioned that this area was not in the Sewer Service Area previously approved by DEP and OPM. Mr. Ussery stated that DEP asked that he obtain WPCA approval to install sewers prior to DEP approval. There will also be pipes installed to resolve drainage issues on property.

A Developer's Agreement would be drafted for sewer line requirements and ownership upon construction.

Mr. Minich made a motion to support the installation of sewers from Chelle's Diner to the proposed development by Rockledge LLC on Route 190. Separate well meters would be installed at each property for flow calculation. Mr. Fassett seconded the motion. Motion carries unanimously.

3. LEGAL – STATUS OF COLLECTIONS

Attorney Muska stated that the collection letters had been sent out on May 16, 2011. He stated that he was unable to deal with one account due to a conflict of interest. A response to the letter was requested within 30 days.

Mr. Minich made a motion that no further action will take place on the accounts that received a collection letter from Mr. Muska until the next WPCA meeting dated Wednesday, July 6, 2011. Mr. Burns seconded the motion. Motion carries unanimously.

Mr. Burns made a motion to skip to Item 11, OLD BUSINESS, Route 190 Force Main Break. Mr. Fassett seconded the motion. Motion carries unanimously.

11. OLD BUSINESS

- **Route 190 Force Main Break**

Mr. Lawrence of Weston & Sampson Engineering, Inc. stated that the line was TV inspected and there is evidence of corrosion and water entering the force main. He stated it would be a waste of money to do test pits since it is evident that there is corrosion in the line.

Mr. Lawrence stated that with the addition of the West Stafford School, JMH and additional connections the pipe size would not need to be increased. With a larger pipe you will also need larger pumps and that would be quite costly.

There are 3 alternatives for pipe repair:

1. New Parallel force Main
2. New Force Main Outside of Pavement Limits
3. Directional Drilling

The direction drilling was the most cost effective and least time consuming.

Mr. Burns made a motion to select Alternative 3 – Directional Drilling – as the best choice to repair the force main on Route 190. Mr. Minich seconded the motion. Motion carries unanimously.

Mr. Burns made a motion to authorize Chairman Waugh to enter into agreement with Weston and Sampson for the design and bid package. Mr. Perlot seconded the motion. Motion carries unanimously.

The meeting resumed original agenda.

4. FACILITY PLAN UPGRADE – MONTHLY PROGRESS MEETING

Superintendent Leslie stated that the project was just about complete. The contractor is 99% off-site with only a few items on a punch list to be addressed.

5. MINUTES OF MAY 2, 2011

Mr. Burns made a motion to accept the minutes of May 2, 2011. Mr. Fassett seconded the motion. Motion carries unanimously.

6. SUPERINTENDENT'S REPORT

Superintendent Leslie submitted weekly reports for review.

7. SEWER CONNECTIONS

- **Levinthal Run – Modular Classrooms**

Nothing new to report. Final inspection has not been requested.

8. REVIEW OF DEPARTMENT EXPENDITURES

A detailed sheet was distributed to all members. There were many accounts that are over expended and transfers need to be made. The Treasurer's Office would be contacted to see if these transfers could be made at the July meeting or if they had to be done prior to the end of this fiscal year.

9. BUDGET FISCAL YEAR 2011-2012

- **Discussion of Revenues**

The sewer rate structure for fiscal year 2011-2012 is as follows as filed in the Town Clerk's Office on May 8, 2008:

| | | |
|---------|---|----------|
| Level 1 | Residence, Per Single Unit | \$220.00 |
| Level 2 | 0 - 65,000 Gallons Per Year | 238.00 |
| Level 3 | 65,001 - 100,000 Gallons Per Year | 298.00 |
| Level 4 | 100,001 - 200,000 Gallons Per Year | 469.00 |
| Level 5 | 200,001 - 300,000 Gallons Per Year | 640.00 |
| Level 6 | 300,001 - 400,000 Gallons Per Year | 811.00 |
| Level 7 | 400,001 - 500,000 Gallons Per Year | 982.00 |
| Level 8 | Over 500,001 will be \$1.71 per 1,000 gallons or portions thereof and \$126.50 per line charge. | |
| Level 9 | Septic Dumpings will be \$100.00 for the first 1,200 gallons and \$50.00 per 500 gallons or portions thereof after the first 1,200 gallons. | |

Mr. Minich made a motion to approve the sewer user rates as previously filed in the Town Clerk's Office on May 8, 2008, for fiscal year 2011-2012, and that the sewer user fees be due and payable July 1, 2011, and January 1, 2012, with bills under \$100 due and payable in one installment.

10. 5 YEAR CAPITAL IMPROVEMENT PLAN

This item was tabled to next month's meeting.

11. OLD BUSINESS

- **Collection Procedures – Warrants Update**

Previously discussed under Item 3 – Legal – Status of Collections

- **Staff Education and Training Update**

There is no training scheduled at this time.

- **Stafford-Ellington Inter-Municipal Agreement Update**

A letter was received from the legal counsel for the Town of Ellington. The letter stated that the Town of Ellington felt their portion of the WPCF upgrade was \$65,295.00. The Town of Stafford WPCA does not accept this proposal and will send the Town of Ellington a bill at project completion. The matter will then fall into the hands of legal counsel.

12. NEW BUSINESS

This item was tabled to next month's meeting.

13. ADJOURNMENT

Mr. Burns made a motion to adjourn at 7:00 P.M. Mr. Minich seconded the motion. Meeting adjourned.

Respectfully Submitted:

Jane LaMorte
Office Manager WPCA