

**WINDHAM WATER POLLUTION
CONTROL AUTHORITY**

MINUTES

May 26, 2015

The April WPCA meeting was cancelled due to a lack of a quorum. The Windham Water Pollution Control Authority held its meeting on May 26, 2015 in the Windham Wastewater Treatment Facility Conference Room. Chair Rene Goss called the meeting to order at 6:30 P.M. Members present were Stanley Morytko, Mary Burnore (Conference Call) and Rene Goss. Also present was Plant Superintendent David Garand.

I) Public Comment

There was no public comment.

II) Correspondence

There was no correspondence.

III) Approval of Minutes

The minutes March 24, 2015 were approved on a motion made by Mary Burnore and seconded by Stanley Morytko. The motion carried unanimously.

IV) Reports

A) Chairman

No report

B) Plant Superintendent

Plant Performance

- 1) All permit requirements were met for the month of March and April. Plant Superintendent Garand said the Plant process is running extremely well. He reviewed the March and April 2015 Effluent Quality Reports. The BOD, TSS and Nitrogen readings are excellent. There was a one week period during the last week in April when we experienced elevated BOD and TSS levels due to taking an aeration tank out of service for routine maintenance.

Administration & Finance

a) Monthly Budget Report

Plant Superintendent Garand said revenues collected through March 31 were \$2,539,900. This represents 68% of budgeted revenue collected through 75% year completed. The expenses through March 31 were \$2,428,250. This represents 65% of budgeted expenses through 75% year completed. Plant Superintendent Garand said revenues collected through April 30 were \$2,790,395. This represents 75% of budgeted revenue collected through 83% year completed. The expenses through April 30 were \$2,956,087. This represents 79% of budgeted expenses through 83% year completed.

b) Significant Non-recurring Expenses

March: Network computer replacement and software upgrade (\$21,150), 2 Flygt float switches (\$630), Camera Truck starter replacement (\$616), Stock Risers for paving projects (\$4,533) Maintenance kit & reagent set for chlorine analyzers (\$1,392).

April: Basement cleanup & sanitizing from sewer main blockage (\$11,000), Replacement jet nozzle for flusher truck (\$3,400), 4 inch plug valve (\$530).

c) A/R Aging Summary

Plant Superintendent Garand reviewed the A/R Summary as of April 7, 2015. There is one hauler in the over 90 day category. Mr. Garand said he would continue to contact all haulers over 90 days past due and request payment.

Plant Superintendent Garand reviewed the A/R Summary as of May 26, 2015. There are three haulers in the over 90 day category. Mr. Garand said he would continue to contact all haulers over 90 days past due and request payment.

d) Sludge Storage Upgrade.

The contracts have been signed with CH2MHILL and Nickerson & Co. and notice to proceed has been given. Site mobilization and construction start up is scheduled to begin in June.

e) Multi Bank Securities

One 3 month security in the amount of \$249,000 paying 0.2% was purchased 3/30/2015.

f) Annual Special Sewer Rate Renewal

A motion was made by Mary Burnore to approve General Cable's application for Annual Special Sewer Rate Renewal and Stan Morytko seconded the motion. The motion carried unanimously.

g) Annual Collection System Report

Plant Superintendent Dave Garand reviewed all work performed on the collection system for the period of 5/1/2014 to 5/1/2015.

h) Town Council Public Hearing Request

A motion was made by Mary Burnore to respectfully decline the Town Council's request to hold an additional public hearing to raise sewer user and setage tipping fees beginning 7/1/2015, Stan Morytko seconded the motion. The motion carried unanimously.

i) Annual F.O.G. A.G.R.U. Exemption

A motion was made by Mary Burnore to approve an Annual F.O.G. A.G.R.U. Exemption for all food preparation establishments listed on attachment 8 of the April 28, 2015 Superintendents report. Stan Morytko seconded the motion. The motion carried unanimously.

j) C.A.W.P.C.A. Bi-Annual meeting report

Rene Goss, Stan Morytko and Dave Garand attended. Topics discussed were: Wastewater Reuse Applications in Ct.; Sewer Collection System Capacity, Management, Operation and Maintenance; Infiltration and Inflow Identification Methods; Ct. D.E.E.P. Updates.

k) 2014/2015 W.P.C.A. Budget Increase

A motion was made by Stan Morytko to increase the 2014/2015 W.P.C.A. budget in the amount of \$500,000 dollars to cover construction and engineering cost for the current budget period. The additional funds will be taken from the W.P.C.A. Capital Reserve Account managed by Multi Bank Securities. Mary Burnore seconded the motion. The motion carried unanimously.

Customer Relations

There were no sewer blockages in our lines through 5/26/2015..

The meeting was adjourned at 7:30 P.M. on a motion made by Mary Burnore and seconded by Stanley Morytko. The motion carried unanimously.

The next meeting will be held on June 26, 2015.

RECEIVED FOR RECORD 6-8-15
AT 5:00 pm
ATTES Patricia P. Spruner TOWN CLERK

Respectfully submitted,
Lillian Murray, Clerk