

**WINDHAM WATER POLLUTION
CONTROL AUTHORITY**

MINUTES

Jan. 29, 2013

The Windham Water Pollution Control Authority held a special meeting on January 29, 2013 in the Windham Wastewater Treatment Facility Conference Room. Chair Rene Goss called the meeting to order at 6:30 P.M. Members in attendance were Patti Lein, Stanley Morytko, Mary Burnore and Rene Goss. Also present were Assistant Superintendent David Gagnon and Mansfield representative Lon Hultgren.

Chair Rene Goss referred to item one on the agenda and explained that Mike Curtis from RCM Technologies would not be available to attend this evening's meeting to give an update regarding a potential Tenant Lease Agreement between RPM, the WPCA and the Town of Windham.

I) Public Comment

There was no public comment.

II) Approval of Minutes

The minutes of December 18, 2012 were approved on a motion made by Mary Burnore and seconded by Patti Lein. The motion carried unanimously.

III) Reports

Plant Superintendent's Report

Assistant Superintendent David Gagnon reviewed the Plant Superintendent's Report dated January 29, 2013.

Construction

Lakeside: The housing unit has a split in the stainless steel on the bottom of the tank. A warranty correction is being performed.

Washpactor warranty repair. We returned the unit to Schloss for warranty repair and a spare unit was installed. Schloss was notified that the seal is leaking on the spare unit. The repaired unit is scheduled to be received by the end of January.

Plant Performance

All permit requirements were met for the month of December. Assistant Superintendent Gagnon reviewed the December 2012 Effluent Quality Report. He added that everything at the Plant is working well.

Administration & Finance

a) **Monthly Budget Report** ending December 31, 2012. **Revenues-** \$1,643,359. This is 48% of revenue collected with 50% of the year complete. **Expenses-** \$1,753,317. This is 51% of the budget spent with 50% of the year complete.

b) **A/R Aging Summary** as of January 22, 2013. We have two accounts in the 31-60 day category; C&J Septic Service LLC and the Town of Mansfield. Lon Hultgren explained that this is the Town of Mansfield's portion of construction costs. He said the meters are being calibrated, and once this is completed Plant Superintendent Garand will calculate Mansfield's charges and issue a credit. This should be completed within the next couple of months, said Hultgren.

c) **Significant Non-recurring Expenses** – these include vehicle repair parts to Sewer 4 (camera/flusher truck), vehicle repair parts to Sewer 5 (sander cross bar parts), Lab supplies Benchtop meter, PH gel probe. Also assorted tool sets and workbenches for the new maintenance workshop. Vehicle parts for the camera kit skids, and to strip & wax floors. Also, one major equipment repair to the compact Logix Processor.

b) **Multi Bank Securities Quarterly Report.** We replaced two matured securities; one carries an interest rate of 3.51% and the other an interest rate of 3.15%. We have a number of securities coming due this year (1-9-13 thru 11-14-13). Plant Superintendent Dave Garand will review this at the February meeting.

Miscellaneous

RPM Industries - Chairman Rene Goss referred to a telephone conference call held last week between Plant Superintendent Dave Garand, Chairman Rene Goss, WPCA member Mary Burnore, and representatives from RPM Industries, Siemens and Wright Pierce regarding the old sludge processing plant building. RPM Industries would like to enter into an arrangement with the WPCA and the Town of Windham to lease space at the Sewer Treatment Plant. They would like to build out a full scale FOG to Bio-Diesel facility at the WWTF in the former sludge processing space. The plan would be to take down the old sludge processing plant building, which is approximately 40 years old, and replace it with a new building. It is estimated the cost to build a 1-floor building to be approximately \$1,500,000. Adding a second floor would probably cost another

\$1,500,000. It is proposed that the old building would be taken down to ground level. New tanks would be installed in the new building, as well as a new belt press to process the sludge.

Siemens is performing an analysis to determine the annual savings from an upgrade to the process building. The focus of the upgrade is converting from liquid to cake sludge disposal. Siemens has offered to design the new building and shoulder some of the expense. RPM would use the Plant lunchroom temporarily until the new building is completed.

After further discussion, Patti Lein made a motion directing the Plant Superintendent to further investigate the concept of the Siemens proposal regarding the sludge processing building, and Mary Burnore seconded the motion. The motion carried unanimously.

Customer Relations

There were no blockages in our lines through 1/22/2013.

As there was no further business, the meeting was adjourned at 7:20 P.M. Motion made by Mary Burnore and seconded by Stanley Morytko. The motion carried unanimously. The next meeting is scheduled for February 26, 2013.

Respectfully submitted,

Lillian Murray, Clerk