

**WINDHAM WATER POLLUTION
CONTROL AUTHORITY**

MINUTES

November 26, 2013

The Windham Water Pollution Control Authority held its meeting on November 26, 2013 in the Windham Wastewater Treatment Facility Conference Room. Chair Rene Goss called the meeting to order at 6:30 P.M. Members present were Patti Lein, Mary Burnore and Rene Goss. Also present were Assistant Plant Superintendent David Gagnon and Town of Mansfield Representative Lon Hultgren.

I) Public comment

There was no public comment.

II) Correspondence

There was no correspondence

III) Approval of Minutes

The minutes of October 22, 2013 were amended ; Pg 3, item g to list Mary Burnore as attending the CAWPCA meeting on November 1, 2013. Patti Lein made a motion to approve the minutes as amended and Rene Goss seconded the motion. Voting in favor of the motion were Patti Lein and Rene Goss. Mary Burnore abstained as she was not present at that meeting. The motion carried.

IV) Reports

a) Chairman's Report

Chair Rene Goss reported that a neighbor of Stanley Morytko's complained to him about a bad odor coming from the treatment plant. Assistant Superintendent Dave Gagnon said he was not aware of any odor problem. He asked that Stan, or his neighbor, notify him when they notice the odor again and he will look into it. At our last meeting Stanley Morytko said he had read an article in the Hartford Courant recently which related to an odor problem being caused by phosphorus.

b) Plant Superintendent Report

Assistant Plant Superintendent Dave Gagnon reviewed the following:

Construction

Lakeside Warranty Work: Payment has been received and the unit is working acceptably.

Plant Performance

All permit requirements were met for the month of October. Assistant Superintendent Gagnon reviewed the October 2013 Effluent Quality Report.

Administration & Finance

a) Monthly Budget Report dated 10/31/13 – Revenues were \$735,738.08. This is 21% of revenue collected with 33% of the year complete. Expenditures were \$1,084,670. This is 29% of the budget expended with 33% of the year complete.

b) A/R Aging Summary as of November 26, 2013. Haulers are all up to date except for Kofkoff Egg Farm. They are in the 31-60 day category.

c) Significant Non-recurring Expenses

Significant Non-recurring Expenses October 22, 2013 to November 18, 2013 include:

Root control 52816-258 (collection system), Repairs to internal recycle pump#1, Start-up Hycor VFD, GPS bundled airtime, APC backups and repair lining on Main Street MH 5-8 to 5-7B

d) Stonegate Manor

Members reviewed a letter dated November 18, 2013 from Jason Russo, Development Associate, Equity Lifestyle Properties, Inc. which explains that their goal was to design a gravity/force main system to connect all the MH lots at Stonegate that are still on septic to the municipal system, but an obstacle beyond their control has arisen which will prevent them from achieving that goal on time.

The FAA is planning to forcibly take some of the land in the current non-sewered area for expansion of the visibility approach for the abutting airport. It has been determined that this project is definitely going to happen, and any design or construction in this area at this time would be a total waste. As soon as there is a definite plan as to exactly how many lots will be lost, we will immediately design and construct a sewer collection system and connect all remaining homes to the Windham municipal system. In light of this, we are requesting that Stonegate Manor be granted the “special sewer rate” until this matter is resolved, said Russo.

The members were in agreement that more information is needed regarding the FAA taking before granting the “Special Sewer Rate”. Lon Hultgren suggested contacting the FAA for additional information.

e) Process Building Upgrade

We are working with Wright Pierce on preliminary design and costs.

f) 114 Walnut Street

Mr. Bailey, 114 Walnut Street, Willimantic petitioned the Water Authority asking for a reduction in his water usage. The WPCA agreed to reduce his sewer use charges equal to any reduction given by the Water Commission. Since the Water Commission has decided not to adjust Mr. Bailey’s water bill, the WPCA will not reduce his sewer use charges.

h) Mansfield Flow Metering

Plant Superintendent Dave Garand is working with the Town of Mansfield to determine an acceptable explanation to Mansfield’s increased flow percentage.

Lon Hultgren suggested doing a sewer meter study. He said he will talk to Plant Superintendent Dave Garand about installing meters in the collection system in an attempt to determine what the flows are.

i) GPS Vehicle Tracking. The units have been installed and seem to be working well.

Customer Relations

There was one partial blockage in our lines on 11/07/2013. This occurred between manhole #7-27 to #7-59. No homeowner damage occurred. This line was added to our 3 month flushing schedule.

Miscellaneous

a) The holiday party will be held on December 20, 2013 at noon at the Treatment Plant.

b) The next meeting will be held on December 17, 2013 because the regular meeting date falls during Christmas week.

As there was no other business, the meeting was adjourned at 7:20 P.M. The motion to adjourn was made by Mary Burnore and was seconded by Patti Lein. The motion carried.

Respectfully submitted,

Lillian Murray, Clerk