



**TOWN OF WINDHAM  
WATER WORKS**

174 Storrs Road  
Mansfield Center, CT 06250  
Tel. 860-465-3075 • FAX 860-465-3085

**TOWN OF WINDHAM WATER COMMISSION  
Minutes of the Regular Meeting Wednesday December 10, 2014  
Windham Water Works, Conference Room**

Members Present: Chairman J. Michael Callahan, Diana Perkins,  
Daniel Roth, Elizabeth Huebner and Maxine Smith

Also Present: Jim Hooper, Superintendent, Paul Deveny, Assist Superintendent

Members Excused: Anna Hope, William Sayers

Public: None

**Chairman Callahan called the Meeting to order at 6:40 PM**

**Approval of Previous Minutes:** D. Roth motioned to approve the Minutes from the November 12th, 2014 meeting, Seconded by D. Perkins, M. Smith abstained, unanimously approved.

**Citizens & Delegations:** None

**Water Rate Review:** Discussion followed.

**Superintendent's Report:** J. Hooper addressed the Commission, see attachments.

**Citizens & Delegations:** None

D. Roth motioned to adjourn at 8:05 PM, Seconded by M. Callahan, unanimously approved.

Minutes taken by: E. Huebner

Submitted by: J. Hooper

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*Patricia P. Spence*  
WINDHAM TOWN CLERK



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## MONTHLY REPORT

November, 2014

I wish to report the following:

### Progress of the Construction Crew

- We cleaned out our residual basin #4, via pay loader and three dump trucks, hauling to the drying site in South Windham. This was a weeklong project.
- Installed a new water service on Meadowbrook Rd, Mansfield.
- Replaced a fire hydrant on Route 32.
- Repaired two fire hydrants on South Windham Road.
- Assisted contractor with a customer's side relays one on Windham Road and one on South Street.
- Replacing gate boxes curb boxes, in conjunction with the Towns sidewalk and paving projects. Union Ave, Oxbow, South St, Cherry La, Tunxis La.
- Assisted paving crews installing gate box risers.
- Inspections at E.C.S.U. contractors installing new water main.
  
- Fall preventive maintenance (mowing and leave pickup) at the WWW, Pemberton Tank, Quarry Tank and Hosmer Mountain Tank.

### Progress of Filtration Plant

- Troubleshoot the limitork valve at residual basin #1
- Repaired security lighting via bucket truck.
- General maintenance and operation.

### Anticipated Work Schedule for this month

- Updating service records, tie in locations.
- We will be giving a tour of our Plant to the Windham Stem Academy students in December.
- Complete electrical testing on our MCC panels, scheduling Cl&p shutdown.
- Birch St Easement
- Fire hydrant replacements,

**NOTES:** South Windham appraisal completed, Offer Submitted, waiting on a response.

- Garden Club in-kind service request.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Jim Hooper".

Jim Hooper