

**WATER POLLUTION CONTROL AUTHORITY  
WINDHAM, CT**

**MINUTES**

**December 23, 2014**

The Windham Water Pollution Control Authority held its meeting on December 23, 2014 in the Windham Wastewater Treatment Facility Conference Room located at 2 Main Street, Willimantic, CT. Chair Rene Goss called the meeting to order at 6:30 P.M. Members in attendance were Stanley Morytko, Mary Burnore 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 of November 25, 2014 were approved on a motion made by Mary Burnore and seconded by Stanley Morytko. The motion carried unanimously.

**IV) Reports**

**a) Chairman's Report**

The Chair had no report.

**b) Plant Superintendent's Report**

Plant Superintendent David Garand reported on the following:

**Plant Performance**

All permit requirements were met for the month of November. Plant Superintendent Garand then reviewed the November Effluent Quality Report. We are performing Nitrogen, BOD's & TSS exceptionally well, and are exceeding permit requirements, he added.

## **Administration & Finance**

### **a) Monthly Budget Report**

Plant Superintendent Garand reviewed the Monthly Budget Report. **Revenues** total \$1,458,137. This is 39% of revenue collected with 42% of the year complete. **Expenses** total \$1,412,750. This represents 38% of expenses expended with 42% of the year complete.

The **A/R Aging Summary** as of December 22, 2014 shows that most haulers are in the 1-30 day category with the exception of Wentworth Septic (\$137.21) which falls into the 61-90 day category and Shoreline Sewer & Drain, LLC (\$25.92) which is in the over 90 days category and are presently prohibited from dumping at the facility, said Garand.

### **b) Significant Non-recurring Expenses**

The Plant Superintendent reviewed significant non-recurring expenses November 25, 2014 to December 23, 2014. These include: **a)** vehicle maintenance (air, fuel filters, belts, **b)** LED light, harness for Sewer 4, **c)** emergency repairs to the process building boiler, **d)** yearly fire extinguisher service, **e)** staff safety shoes, **f)** oil change/tires on Sewer 1 (the Plant Superintendent's vehicle – Honda), **g)** CH2MHILL construction engineering costs (payment 1), **h)** CH2MHILL Construction engineering costs (payment 2), **i)** MH repairs – Collection System (Route 32, Riverside Drive, Ash Street, Carey Street, Moulton Court, Church Street).

### **c) Proposed New Sewer User Classification ; Users pumping to sanitary sewer**

Plant Superintendent Garand explained that there are less than one dozen sewer users with in line septic tanks and pump chambers. He said they should be charged a lower sewer user rate due to the physical nature of their discharge. Septic tank effluent does not contain organic or inorganic solids; and the cost to treat this effluent is significantly lower than treating typical wastewater. He added that the cost to maintain the septic tank and pump chamber system is significantly higher than a gravity sewer system due to the added expense of maintaining a pumping system and having a septic tank pumped regularly.

He said in an effort to charge the group of residents pumping their septic tank effluent to the sanitary system more equitably, he is proposing to create and designate a specific class of users and a specific rate for users in this classification. He said he is recommending that this class of users be charged 80% of the standard sewer user charge; a reduction of 20%.

Mary Burnore made a motion to designate a specific class for sewer users who pump their septic tank effluent to the sanitary system, and also to create a specific rate for users in this classification. She further moved to approve a 20% reduction in sewer user rates and charge this class of users 80% of the standard sewer user charge. Stan Morytko

seconded the motion. Chair Rene Goss suggested that Plant Superintendent Garand send a letter to the sewer users who will benefit from this change. Plant Superintendent Garand agreed to notify the sewer users, and he will also notify the Revenue Collection Dept of this change. The motion carries unanimously.

**d) Multi Bank Securities**

Mr. Garand reviewed the Multi Bank Securities report. He said some securities have matured, and three new securities were purchased: TCM Bank, National Association carries a maturity date of 3/19/2015, Homestreet Bank Seattle WA has a maturity date of 6/30/2015 and Bank India New York, NY has a maturity date of 7/1/2015. We have securities that will be maturing throughout the year, added Garand.

**Customer Relations**

There was one sewer blockage in our lines through 12/23/2014. The blockage was located at 3/5 Hope Street and was caused by failed brickwork on the invert in manhole #9-17. The invert created a resistance point causing rags and debris to accumulate. We removed the blockage and repaired the manhole invert. Service Master was brought in to clean and sanitize the affected basement. The D.E.E.P. was notified and provided with an incident report.

As there was no further business, the meeting was adjourned at 6:50 P.M. Motion to adjourn was made by Mary Burnore and seconded by Stanley Morytko. The motion carried. The next meeting will be held on January 27, 2015.

Respectfully submitted,

Lillian Murray, Clerk