

**Windham Water Pollution
Control Authority**

Minutes

Feb 28, 2012

The Windham Water Pollution Control Authority held its meeting on February 28, 2012 in the Windham Wastewater Treatment Conference Room. Chairman Rene Goss called the meeting to order at 6:45 P.M. Members in attendance were Stanley Morytko, Mary Burnore, Rene Goss. Also in attendance was Plant Superintendent David Garand and Mansfield representative Lon Hultgren.

I) Public Comment

The owner of New England Pizza, Damian Tsikrikis asked for a 30 day F.O.G compliance extension, in addition to the standard 90 days provided by the WPCA. He explained his original intent was to reconnect the existing exterior grease tank however the reconnect proved to be much more complicated than he originally thought. He now plans to install an indoor AGRU. He hopes to have the unit installed prior to the 90 day deadline however he would really appreciate the extension to cover any unexpected delays.

Mary Burnore made a motion to extend the compliance date for an additional 30 days to April 14, 2012. All other F.O.G. compliance requirements shall remain in effect. Stan Morytko seconds the motion. The motion carried unanimously.

II) Correspondence

Dave Garand read a letter from Nita Giordono stating she would not be seeking an additional term as a WPCA board member.

III) Approval of Minutes

The February 2012 minutes were approved as amended: Pg 5, h), Para 5 ...American Cancer Society as **approved by town attorney Rich Cody.**

IV) Reports

a) Chairman's Report

Chairman Rene Goss had nothing to report.

b) Plant Superintendent's Report

Construction

a) Garand said contractors are working on punch list completion. Secondary Clarifier #1 is off line for new equipment coatings application. All submerged surfaces need to be scheduled for removal of failed paint and for the paint to be reapplied. The main issue is with coating failure, said Garand. Certified Coatings test panels have been installed as of 2/10/12.

Plant Performance

All permit requirements were met for January, 2012. Garand then reviewed the January 2012 Effluent Quality Report.

Administration & Finance

a) Monthly Budget Report – Garand reviewed the Monthly Budget Report ending 1/31/12. He said **revenues** are \$1,954,016. This represents 57% of revenues collected with 58% of the year complete. **Expenses** are \$1,851,422. This represents 54% of the budget expended with 58% of the year complete.

b) A/R Aging Summary. Wentworth Septic Service LLC has paid in full and his account is current, and Richard E. White & Sons have committed to full payment by 2/29/12 thanks to aggressive collection techniques by the revenue collections office.

c) Significant Non-recurring Expenses. These expenses include construction costs with Carlin, Bond Council, construction equipment purchases, Camera truck repairs and auto sampler controller replacement.

d) Multi-Bank Securities. Garand reviewed current investments sold and the 3 replacement investments purchased. #1 matures 3/10/2025 and yields 3.23% interest, #2 matures 2/3/2026 and yields 3.296% interest and #3 matures 3/10/2025 and yields 3.453% interest.

e) Rotary Club Presentation. Garand was asked to speak at a Willimantic Rotary Club meeting. He reviewed the topics of his presentation.

f) D.E.E.P. Sewer Facility Reclassification. Garand reviewed the letter and facility evaluation form from the D.E.E.P. The sewer facility will be reclassified from a class 3 to a class 4 treatment plant. The reclassification is due to the new increased wastewater treatment permit requirements and new facility equipment and technology.

g) 2012/2013 Proposed Sewer Budget. Garand asked the WPCA members to review the draft budget for discussion at the March meeting. No action can be taken until the Finance Department provides line item costs to the WPCA budget for expenses controlled by the Town and charged to the WPCA.

h) Operator 1 Probationary Employee. Garand stated the new employee appears to be a fast learner and is expected to work out well.

i) Misc. – Donations: Town attorney Rich Cody was asked for an opinion on the Ct. General Statutes regarding acceptable use of sewer funds by a WPCA regarding donations. Rich Cody stated only sewer related expenses are permitted and Donations would not fall into that category.

A motion was made by Mary Burnore to follow Rich Cody's advice and not create a contingency fund for donations. The motion was second by Stan Morytko. The motion carried unanimously.

There was not vote taken on donation request to the Magnet School.

j) Charter Revision Committee Public Hearing. Chairman Rene Goss attended the public hearing and provided the committee with a copy of the Ct. General Statutes governing Municipal Sewerage Systems. He stated he felt the new charter should limit the Town Councils authority relating to the WPCA to member appointments and term lengths. All other WPCA authorities and responsibilities should be as defined in the State Statutes.

k) W.E.F.T.E.C.H. Annual Conference. Garand asked for authorization to attend the conference in New Orleans Sept. 29-Oct. 3.

A motion was made by Mary Burnore approving Garand to attend the conference with a maximum expense reimbursement of up to \$3,000. The motion was second by Stan Morytko. The motion carried unanimously.

Customer Relations

Garand reported that there were no blockages in the lines through Feb. 28, 2012.

The meeting was adjourned at 7:55 P.M. Motion made by Mary Burnore and second by Stan Morytko. The motion carried unanimously.

Respectfully submitted,

Lillian Murray, Clerk