

**WINDHAM WATER POLLUTION
CONTROL AUTHORITY**

MINUTES

March 27, 2012

The Windham Water Pollution Control Authority held its meeting on March 27, 2012 at the Windham Wastewater Treatment Facility Conference Room located at 2 Main Street, Willimantic, CT. Chairman Rene Goss called the meeting to order at 6:30 P.M. Members present were Mary Burnore, Stanley Morytko, Rene Goss and Patti Lein. 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

a) The minutes of January 24, 2012 were amended (Page 5, item h, Para 5) Mary Burnore made a motion to donate \$100.00 to Natchaug Hospital and \$100.00 to the American Cancer Society as stated above and **as approved by the Town Attorney.** Mary Burnore made a motion to approve the minutes of January 24, 2012 as amended and Patti Lein seconded the motion. The motion carried unanimously.

b) The minutes of February 28, 2012 were approved on a motion made by Stanley Morytko and seconded by Mary Burnore. Voting in favor of the motion were Stanley Morytko, Rene Goss and Mary Burnore. Patti Lein abstained as she was not present at the February meeting. The motion carried.

IV) Reports

a) Chairman's Report

Chairman Rene Goss suggested sending a card to Nancy Elliott who will be retiring from the Collection's Dept. at Town Hall. Everyone was in agreement to send a card.

b) Plant Superintendent's Report

Plant Superintendent David Garand reporting on the following:

Construction

Contractors are working on punch list completion. Secondary Clarifier #1 is off line for equipment replacement. All submerged Surfaces: Need to schedule removing and reapplying failed paint. The test panels have failed. Sherwin Williams used three different paint chips. Two of the chips failed and one of the chips was okay.

Plant Superintendent Dave Garand is in negotiations with Town Attorney Rich Cody for advice on how to proceed. A meeting with Wright-Pierce and Sherwin Williams is scheduled on Thursday March 29, 2012. Garand contacted Dennis Grecci from the D.E.E.P. requesting his opinion. It is suggested that the W.P.C.A. exclude Carlin Contractors from billing the W.P.C.A. until such time that the problem is resolved.

Plant Performance

All permit requirements were met for February. Garand reviewed the February 2012 Effluent Quality Report. He said there were a couple of BOD spikes, adding that he is not sure what the reason is, but explained that when the weather changes from cold to warm or visa versa this sometimes happens. He said total effluent nitrogen is in the range of 165 lbs/day.

Administration & Finance

a) Monthly Budget Report. Garand reviewed the Monthly Report dated 2/29/12. He said **Revenues** are \$2,270,875. This represents 67% of revenues collected with 67% of the year complete. **Expenses** are \$1,945,424. This represents 57% of the budget spent with 67% of the year complete. Garand said he made an adjustment to the line item entitled Reserve for Capital Improvements because construction interim funding was closed out early and the construction repayment began in March of 2012, six months ahead of schedule.

b) Significant Non-recurring Expenses. Garand reviewed Significant Non-recurring Expenses for February 27, 2012 to March 27, 2012. These include vehicle repair parts, major equipment repairs, a lab procedures course to be attended by three employees and Lakeside SCADA Tie-in (NIC).

c) D.E.E.P Facility Reclassification Letter. Garand reviewed the February 28, 2012 letter from Dennis Grecci, P.E., Supervising Engineer with the Bureau of Water Protection & Land Reuse which states that the appropriate classification for the Windham WPCF is a Class IV Treatment Facility. He said this is determined based on the facility's level of operations and treatment.

Garand reviewed his letter to the W.P.C.A. dated 3/26/12 which explains that the WWPCF has been classified by the CT D.E.E.P. as a Class 4 Wastewater Treatment Facility and has been given a 6 month compliance period to make arrangements for required facility staffing. A Ct. Class 3 Operator is required to be at the Treatment

Facility during all operational shifts and sewer facility after-hour emergencies. The sewer facility currently employs 2 Teamster Union members who possess a Ct. Class 3 Certification. Without the assistance of management providing necessary certifications, coverage would require the 2 Teamster individuals to work and be on call 7 days per week, every other week for a minimum of 2 ½ years. At the request of the sewer facility Teamsters, management is willing to temporarily assist the Teamsters in providing contractual sewer facility coverage during this transition staffing period resulting from the Sewer Facility reclassification. Garand said he is requesting the W.P.C.A.'s authorization for the Superintendent and the Assistant Superintendent to provide additional temporary emergency response, week-end and holiday shift coverage to the 2 Class 3 Teamsters. The compensation to be provided to management while performing these temporary duties shall be equal to the compensation given to the Teamsters (\$50 per day "On Call", time and one half for after hour sewer plant emergencies and scheduled weekend/holiday shifts). The estimated additional cost to the sewer facility labor expense would be \$13,000 annually. Garand said he gave a similar letter to Town Manager Neil Beets explaining the Management Temporary Class 3 Coverage need and was also asking for his approval.

Patti Lein made a motion to approve the Temporary Required Shift/Emergency Response Coverage (Management's Temporary Class 3 Coverage) and Mary Burnore seconded the motion. The motion carried unanimously.

d) 2012/2013 Proposed Budget. Garand reviewed the proposed 2012/2013 Budget and explained different line items. He explained that he added \$10,000 to Expense item 52801 (Overtime) for administrative overtime.

After some discussion, Mary Burnore made a motion to approve the 2012/2013 Budget as presented and Patti Lein seconded the motion. The motion carried unanimously.

e) Solar Panel Installation. Garand said he contacted a solar panel company and expressed our interest in their proposal. He also gave his expectations of no installation charges etc. He said the company responded and was not interested in pursuing this project.

Customer Relations

There were no blockages in our lines through 3/26/12.

The meeting was adjourned at 8:05 P.M. Motion by Mary Burnore and seconded by Patti Lein. The motion carried.

The next meeting is planned for April 24, 2012.

Respectfully submitted,

Lillian Murray, Clerk