

**WINDHAM WATER POLLUTION
CONTROL AUTHORITY**

MINUTES

May 24, 2011

The Windham Water Pollution Control Authority held its meeting on May 24, 2011 in the Windham Wastewater Treatment Facility Conference Room. Chairman Rene Goss called the meeting to order at 6:35 P.M. Members present were Stanley Morytko, Nita Giordano, Mary Burnore and Rene Goss. Also present was Plant Superintendent David Garand.

1) Public Comment

There was no public comment.

2) Correspondence

There was no correspondence.

3) Approval of Minutes

The minutes of April 26, 2011 were approved. Motion made by Stanley Morytko and seconded by Mary Burnore. The motion carried unanimously.

4) Reports

Chairman

a) The Chairman reported that he, Plant Superintendent Garand and Mary Burnore recently attended the CAWPCA meeting. He said it was a very good conference and well worth attending.

b) Chairman Goss referred to a new employee at the Sewer Treatment Plant who completed only two days of work and decided to go back to the Public Works Dept... Goss said a new employee was recently hired and has completed two weeks of work. He will have to fulfill the customary probation period.

Plant Superintendent

1) Construction

Current Work: The New Garage Building, The Primary Settling Tanks, The Administration Building, and Aeration Tanks, - working on punch list completion. Headworks Building: working on equipment installation and electrical wiring. Secondary Clarifier #2: Need to replace/redesign influent trough skimmer.

Change Orders: No new change orders (18 total).

2) Plant Performance

Garand said we had a TSS permit violation in April due to a chemical dump in the collection system causing a process upset. Garand said he accepted material from the Windham Water Dept. that contained alum and this caused the problem. He said it took two weeks to get the system back under control. He then reviewed the April 2011 Effluent Quality Report.

3) Administration & Finance

a) Monthly Budget Report ending April 30, 2011. **Revenues** are \$2,761,295. This is 83% of revenue collected with 83% of the year complete. **Expenditures** are \$2,580,986. This is 77% of budget spent with 83% of the year complete.

b) A/R Aging Summary

Garand reviewed the Aging summary. He said he has contacted Richard White & Sons, as well as Wentworth Septic regarding outstanding balances. They both agreed to make payment. Mary Burnore questioned an outstanding balance for Carlin Contracting Co. in the amount of \$468.91. Garand said this is a portion of the gas bill **agreed to be deducted from Carlin** for this building **prior to occupancy by the Town staff**. He said it will be voided out.

c) Significant Non-recurring Expenses April 26, 2011 to May 23, 2011. These include construction costs with Carlin Contracting Co. and Wright & Pierce, **Tractor purchase for interceptor maintenance**, OFI Furniture (lateral file) and OFI **furniture** (Administration Building).

d) 2011 Collection System Annual Report from 5/1/10 to 5/1/11

Sewer Line Maintenance – Staff has cleaned, inspected and video recorded on Memory Stick approximately 16 miles of sewer main in Windham and 4,300 feet of sewer main in Mansfield.

Pump Station & Metering Station Rehabilitation to George Street, Cracow Avenue, Mansfield Avenue and Route 195.

Manhole Repair & Riser Elevation Adjustments – Replaced **8 damaged** frames and covers and installed manhole protection rings on four manholes.

Sewer Main Spot Repairs – Garand identified these locations on the map.

Sewer Main Spot Install – Added new manhole on Cottage Place and replaced manhole on Chestnut Street.

Sewer Main Lining – We lined 1,435 feet of sewer main sections. Garand said we went over budget, but the work had to be done.

Sewer Main Root Treatment –No root control applied in 2010/2011. Problem areas are on warranty.

Red Line Sections (Frequent Flushing) – He identified areas that are flushed monthly, every 3 months, every 6 months and annually.

Sewer Main Blockages - 362 Mountain Street (8/7/10) drop drain in manhole was plugged with roots from homeowner's lateral, and 1270 Main Street (9/11/10) CL&P drove replacement telephone pole through the sewer main.

Projected Work 2011/2012 includes: 1) Continue to flush and document collection system. 2) Spot Repair MH#6-120 to 6-120A. 3) Mansfield collection System – complete inspection and cleaning. 4) Eight Manhole Frames & Cover Repairs as some have cracked frames. 5) Manhole Infiltration Repair. Garand said he is looking for a company to come in repair, spray and seal manholes.

e) **Proposed** FOG General Permit Noncompliance Charge – effective 7/1/11 all Class 3 and Class 4 food preparation establishments discharging to the Windham Sanitary Sewer System are required to be fully compliant with the CT DEP Fats, Oils & Grease General Permit. Beginning 7/1/11 those establishments who are not compliant shall be classified as High Strength Generators and shall be charged a flat rate of \$10.00 per day, invoiced monthly as a separate charge to the restaurant owner, in addition to the current sewer charges. This rate will continue until the food preparation establishment has been inspected by a duly authorized representative of the Windham Wastewater Treatment Facility and is deemed compliant under the D.E.P. F.O.G. General Permit. Garand said he has spoken with DEP about setting up a class **of sewer users** and a rate. The WPCA does have the authority to set fees and go through a public hearing process, said Garand.

Mary Burnore made a motion to authorize the Plant Superintendent to follow State Guidelines for posting a public hearing to set rates for all Class 3 and Class 4 food preparation establishments who are not compliant with FOG requirements. Nita Giordano seconded the motion. The motion carried unanimously.

Garand said he would notify the establishments **and property owners** who are not compliant of the public hearing.

f) FOG General Permit Exemption. We have received a request from the Trolley Pub located on Main Street to grant them an exemption from the installation of an automatic grease retrieval unit. Garand said the establishment has been inspected by a duly authorized official and the determination has been made that they do not discharge a significant amount of fats, oils & grease into the sanitary sewer.

Nita Giordano made a motion to grant the Trolley Pub an **annual** exemption from the FOG requirements and Stanley Morytko seconded the motion. The motion carried unanimously.

g) The WPCA June meeting date will be changed to June 21, 2011 and will be posted as a special meeting.

4) Customer Relations

There were no blockages in our lines through 5/25/11.

The meeting adjourned at 7:35 P.M. Motion by Mary Burnore and seconded by Stanley Morytko. The motion carried unanimously.

Respectfully submitted,

Lillian Murray, Clerk