

WINDHAM WATER POLLUTION
CONTROL AUTHORITY
MINUTES

May 24, 2016

The Windham Water Pollution Control Authority held its meeting on May 24, 2016 in the Windham Wastewater Treatment Facility Conference Room located at 2 Main Street, Willimantic, CT. Chair Andrew Carey called the meeting to order at 6:35 P.M. Members present were Victor Rayhall, Andrew Carey, Charles Kratt, Stanley Morytko and Mary Burnore. Also present was Plant Superintendent David Garand.

Public Comment

There was no public comment

Correspondence

There was no correspondence.

Approval of Minutes

The minutes of April 26, 2016 were approved on a motion made by Victor Rayhall and seconded by Stanley Morytko. Voting in favor of the motion were Victor Rayhall, Stanley Morytko and Andrew Carey. Charles Kratt and Mary Burnore abstained as they did not attend the April meeting. With three votes in favor and two abstentions the motion carried.

Reports

Chairman's Report

The Chair had no report

Plant Superintendent Report

Plant Performance

All permits were met for the month of April. Plant Superintendent David Garand reviewed the April, 2016 Effluent Quality Report. BOD, TSS, and Nitrogen discharges are all below permit requirements. He said the Plant continues to function extremely well.

Administration & Finance

Monthly Budget Report for April

Mr. Garand reviewed the report as follows: Adjusted **Revenues** total \$2,664,854. This represents 77% of revenue collected with 83% of the year complete. **Expenses** total \$2,665,707. This represents 75% of

the budget spent with 75% of the year complete. Mr. Garand then reviewed adjustments made to line items.

A/R Aging Summary Report

Mr. Garand reviewed the A/R Aging Summary as of May, 2016. He said most haulers are current with a small percent in the 30-60 day aging category.

Significant Non-recurring Expenses

Plant Superintendent David Garand reviewed Significant Non-recurring Expenses for April 2016. These include engineering construction costs – CH2MHill - \$7,058.00, and construction costs – Nickerson Co. - \$40,590.00.

Sludge Storage Upgrade Update

Mr. Garand said construction is nearing completion. Mr. Garand added that work is expected to be completed within the next few weeks. The project went extremely well. It came in on time, under budget with no additional costing change orders.

Multi-Bank Securities, Inc.

Mr. Garand reviewed the Settlement Instruction received from Multi-Bank Securities. New purchases amount to \$248,000. This amount will come from the Capitol Reserve cash account. Two of the investments will carry an interest rate of 0.700% to maturity (1 year) while one investment will carry an interest rate of 0.750% until maturity (1.5 years).

Sewer Collection System Annual Report

Plant Superintendent Garand reviewed the Collection System Annual Report from 1/1/15 to 1/1/16. He said staff has cleaned and inspected approximately 36 miles of sewer main.

The Mansfield Collection System is inspected and cleaned twice per year (2015). We have provided a report of system conditions to John Carrington (2016).

Manhole repairs & riser elevation adjustments: We have replaced damaged frames and covers and have added asphalt to frame repair.

We have uncovered buried manholes/ patch asphalt.

Sewer main spot repairs completed on Spring Street, South Park Street, and Walnut Street U.S.P.S. Parking lot behind post office – excavate to locate and remove cameras stuck in the sewer main.

Sewer main spot lining repairs: Four trenchless repairs completed.

Sewer Main Lining: 485 feet of sewer main lining completed (2 sections).

The Red Line Sections are areas that require frequent flushing (monthly). These areas contain tree roots etc. He then went on to identify areas that require monthly, 3 month, 6 month and annual flushing.

He said there was one sewer main blockage in the Windham Collection System. This occurred on 3/7/15 at 173 Lauter Avenue and was found to contain grease, roots & rags. The sewer main was inspected and cleaned.

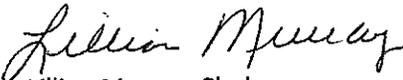
Mr. Garand then went to review projected Work scheduled to be completed in the Windham Collection System during 2016. The estimated cost for the collection system work is \$33,000. \$50,000 has been budgeted for collection system work in fiscal year 2016/2017.

F.O.G. Annual Exemptions

Rob Meduna (staff employee) provided a report of all facilities that have had an annual inspection (of their facility), and found to not discharge a significant amount of Fats, Oils and Grease into the sewer system. . The report includes a list of facilities who are seeking to renew their F.O.G. exemption for the 2016/2017 year. He said St. Joseph & St. Mary's school are not included on the list. Victor Rayhall made a motion to approve the exemption list as submitted and Mary Burnore seconded the motion. The motion carried unanimously.

There being no further business, the meeting was adjourned at 7:15 P.M. The motion to adjourn was made by Mary Burnore and seconded by Stanley Morytko. The motion was unanimous.

Respectfully submitted,


Lillian Murray, Clerk