

**WINDHAM WATER POLLUTION  
CONTROL AUTHORITY**

**MINUTES**

**July 22, 2014**

The Windham Water Pollution Control Authority held its meeting on July 22, 2014 in the Windham Wastewater Treatment Facility Conference Room. Chair Rene Goss called the meeting to order at 6:30 P.M. Members present were Patti Lein, Stanley Morytko, Mary Burnore and Rene Goss. 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 May 27, 2014 were approved on a motion by Stanley Morytko and seconded by Patti Lein. Voting in favor of the motion were Stanley Morytko, Patti Lein and Rene Goss. Mary Burnore abstained as she was not present at the meeting. The motion carried.

The minutes of June 24, 2014 were approved on a motion made by Mary Burnore and seconded by Stanley Morytko. Voting in favor of the motion were Mary Burnore, Stanley Morytko and Rene Goss. Patti Lein abstained as she was not present at the meeting. The motion carried.

**Reports**

**a) Chairman's Report**

The Chair had nothing to report.

**b) Plant Superintendent's Report**

Plant Superintendent David Garand reported on the following:

## **Plant Performance**

- a) There were no permit violations during the month of May, 2014
- b) One permit violation occurred on June 2, 2014. There was a fluctuation in the PH and this was reported to the State. Mr. Garand then went on to review the June 2014 Effluent Quality Report. He noted that both Nitrogen and Phosphorus removal were good.

## **Administration & Finance**

### **a) Monthly Budget Report ending 6/30/14**

Plant Superintendent Dave Garand reviewed the Monthly Budget Report. **Revenues** total \$3,220,680. This represents 93% of the revenue collected. **Expenditures** total \$3,048,620. This represents 88% of the budget spent. He said he was uncertain if all the revenue has been collected. During this fiscal year reported revenue exceeded expenses by \$ 172,000.

### **b) A/R Aging Summary**

Mr. Garand said \$66,039.72 (Sewer Miscellaneous Revenue) was collected during the period of June 1, to June 30, 2014. He said all septic haulers are within the 31-60 day category.

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

Mr. Garand reviewed significant non-recurring expenses June 23 to July 21, 2014. These include the Sigma SD900 All-weather sampler, and professional services for WPCA meetings etc.

### **d) Multi Bank Securities**

Plant Superintendent Garand reviewed the Multi Bank Securities Position Report. He said investments total \$11,976,532.25 (Market Value).

### **e) Addition of a Magnesium Hydroxide storage tank to the engineering scope.**

Mr. Garand said adding a Magnesium Hydroxide storage tank would allow him to make purchases in large quantities. He said it will be more cost effective to be able to make larger purchases.

Patti Lein made a **motion** to add a Magnesium Hydroxide storage tank to the engineering scope as recommended by the Plant Superintendent and Mary Burnore seconded the **motion**. The **motion** carried unanimously.

### **f) Conantville Interceptor**

Mr. Garand said the lining work is scheduled for the week of August 4, 2014.

**Customer Relations**

There were no blockages in our lines through July 22, 2014.

The meeting was adjourned at 7:05 P.M. Motion made by Stanley Morytko and seconded by Mary Burnore. The motion carried unanimously.

The next meeting is scheduled for August 26, 2014.

Respectfully submitted,

Lillian Murray, Clerk