

**WINDHAM WATER POLLUTION
CONTROL AUTHORITY**

MINUTES

July 23, 2013

The Windham Water Pollution Control Authority held its meeting on July 23, 2013 in the Windham Waste Water 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 (on speaker phone) and Assistant Plant Superintendent David Gagnon.

I) Public Comment

There was no public comment.

II) Correspondence

There was no correspondence.

III) Approval of Minutes

The minutes of June 25, 2013 were amended as follows: Pg 2, item f ...it is estimated that the cost will be \$5,000,000 to \$6,000,000, which is more than we originally predicted. Stan Morytko made a motion to approve the minutes as amended and Patti Lein seconded the motion. The motion carried unanimously.

IV) Reports

a) Chairman's Report

The chairman had no report.

b) Plant Superintendent's Report

Plant Superintendent Dave Garand reported on the following:

Construction

Lakeside - We are still working through all the issues which will be warranted by Lakeside. Repair is scheduled for the weekend of 7/27/13 and we should be operational on Monday morning, July 29, 2013. Plant Superintendent Garand said he will transfer all invoices to Lakeside.

Plant Performance

All permits were met for the month of June. Plant Superintendent Garand reviewed the June Effluent Quality Report; BOD, PSS and ammonia are all below 10. This is one of our best months, he added.

Administration & Finance

a) Monthly Budget

There are no **Revenues** to report because the town's Finance Dept. was unable to forward that information to us. **Expenses** are \$3,412,640. He said 99% of the budget as been expended. Haulers are all in the 30-60 category. He reported that C&J Septic Services, LLC owes a total of \$11,784.80. Garand said he will contact them regarding payment. He then went on to review expenses.

b) Significant Non-recurring Expenses

Garand reviewed significant non-recurring expenses June 25th to July 22nd, 2013. These include NPDES Permit renewal, professional services, gravity thickener motor, Anoxic zone 2 mixer motor and camera module repair.

c) RPM Industries

We are still in negotiations regarding a Tennant Lease Agreement. Nothing seems to be going on with them, said Garand. He agreed to follow-up on their status.

d) Process Building Upgrade

Garand said we are working with Wright-Pierce on preliminary designs and costs. He said when he returns to work he will contact Chris at Wright Pierce to see where we can reduce costs.

e) Multi Bank Purchases with Matured Securities and Positions Report. Garand said he purchased two new securities. The interest rate on one of the investments which is effective 7/17/13 until maturity is 0.800%, and the interest rate on the second investment effective 7/17/13 until maturity is .500%. He said the total amount of our investments is \$11,406,867.80. We are getting a good return on our investments even in this market, he added.

f) Garand said he will be in the Sewer Treatment Plant on Thursday (7/25/13) and will meet with Grant Weaver from the Water Planet Company who will be in the Plant all day and will be looking at ammonia reduction and phosphorus reduction. Garand said ammonia is going well, but phosphorus seems to be a problem. We are showing demands & limits with biological removal under the new permit. He said Grant

Weaver's firm will do a copper analysis to try to identify the spikes. He said his company will do the analysis and report back to DEEP. Garand said we need to find out where the copper is coming from.

g) The Plant Superintendent said he should have medical clearance to return to work, without restrictions, sometime in August. He said he is seeing his doctor next week at which time he will ask him for a release to return to work.

h) Mansfield Flow Metering Credit. The data showed a decrease in plant flow resulting from the replacement of the plant flow meter. This cancelled out overcharges shown as a historical percentage of flow. Garand said we are working together to compare billed usage to metered usage in Windham and Mansfield as another reference data set.

He said he is meeting with Lon Hultgren and Grant on July 25, 2013 to review all the data listed on the spread sheet. Garand said the data demonstrates that Mansfield has been undercharged and actually has been getting a pretty good deal. It seems they were overcharged in one area, but in another area they were under-utilized

1) Customer Relations

There were no blockages in our lines through 7/23/13.

As there was no other business, the meeting was adjourned at 7:10 P.M.

Respectfully submitted,

Lillian Murray, Clerk