

**WINDHAM WATER POLLUTION  
CONTROL AUTHORITY**

**MINUTES**

**July 24, 2012**

The Windham Water Pollution Control Authority held its meeting on July 24, 2012 in the Windham Wastewater Treatment Facility Conference Room. Chairman Rene Goss called the meeting to order at 6:30 P.M. Members present were Patti Lein, Stanley Morytko, Rene Goss and Mary Burnore. Also present was Plant Superintendent David Garand.

**I) Public Comment**

There was no public comment.

**II) Correspondence**

Chairman Rene Goss reviewed a letter he received from Town Manager Neal Beets. The letter states that the Town of Windham is the employing authority under the Municipal Employee Relations Act (MERA) for all employees including those who work at the Wastewater Treatment Plant. He goes on to say the WPCA is a policy making body for the operations of the Plant. However, the WPCA Board is not the Town's representative for purposes of engaging in collective bargaining. Bargaining is conducted by the Town's staff, led by the Town Manager, WPCA Superintendent, and Personnel Director. The Town Council makes all final decisions for the Town regarding union agreements.

The letter goes on to say that Denise Washman, Administrative Assistant at the WPCF, may have a dispute with her union. He said it is not the role of the Town to resolve that dispute by engaging in individual bargaining with one union member, or on one union member's behalf. Therefore, he has asked that the Chairman and other members of the WPCA (and all town staff) refrain from engaging in discussion with individual members of a bargaining unit about wages, benefits or any other element subject to mandatory bargaining under MERA. He said it would not be appropriate to indicate to a bargaining unit member that the WPCA board will support benefits for one bargaining unit member that are not available under the collective bargaining agreement to other bargaining unit members. He concludes by saying that the Town legally cannot, and will not intervene between a union member and his or her union.

Plant Superintendent David Garand said the Town Charter, indeed, gives the W.P.C.A. responsibility to engage in the collective bargaining process. WPCA members were in agreement that the Plant Superintendent contact Attorney Rich Cody for clarification as to its role in the bargaining process.

Mary Burnore made a motion directing Plant Superintendent David Garand to contact Attorney Rich Cody to respond to Mr. Beets' letter regarding the W.P.C.A.'s role in the collective bargaining process and to further identify the WPCA's role with regard to raises. Patti Lein seconded the motion. The motion carried unanimously.

### **III) Approval of Minutes**

The minutes of June 26, 2012 were approved on a motion made by Mary Burnore and seconded by Stanley Morytko. The motion carried unanimously.

### **IV) Reports**

#### **a) Chairman's Report**

The Chairman had nothing to report.

#### **b) Plant Superintendent's Report**

Plant Superintendent David Garand reported on the following:

#### **Construction**

Contractors are working on punch list completion. Secondary Clarifier #1 Off line for equipment replacement. Failed paint has been removed on submerged surfaces and submerged surfaces have been repainted. Secondary clarifier should be on line on Mon. (July30, 2012). Sherwin Williams said if the paint fails again they will redo the work.

Siemens (Secondary Clarifiers): Paying for additional warranty work to improve clarifier performance.

#### **Plant Performance**

All permit requirements were met for the month of June. Garand reviewed the June 2012 Effluent Quality Report. He said he is pleased with the BOD and TSS numbers.

#### **Administration & Finance**

**a) Monthly Budget Report** - Garand reviewed the Monthly Budget Report through 6/30/12. **Revenue Collected \$3,399,519.** This is 100% revenue collected with 100% of the year complete. **Expenditures totaled \$3,344,995.** This is 98% of budget spent with 100% of the year complete. Garand reviewed line items. He said repairs and new Lakeside expenditures make up the 10% difference.

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

Garand reviewed the A/R summary. He said El Pilon Restaurant is no longer in business. He asked Gaye in the Billing Department to remove them from the Sewer Dept. list. Aero Diner is also having problems. Garand said water/sewer bills are the responsibility of the property owner and not the tenant.

**c) Significant non-recurring expenses June 12, 2012 to July 24, 2012.** These expenses include construction costs with Wright Pierce, and Carlin Co., repairs to the 2 HP sewage pump, construction negotiated settlement with Carlin Co., and rewire Lakeside system (EES). In addition, repairs to Sewer 3 and Sewer 5 (water pump, hoses, fuel tank support, transmission fluids, kits and vehicle repair parts.

**d) 2010/2011 Audited Financials**

Plant Superintendent Garand reviewed his letter to Tom Pesce regarding the 2010/2011 Audited Financials. He pointed out several mistakes that he picked up while preparing his 2010/2011 audited financials. In particular, Debt Service, line item 52810-235 shows \$0 principal and \$1,458. interest paid for the year. He said he paid \$18,352 principal. Line item 52819-235 shows that he paid \$253,553 interest and \$29,763 principal. The actual interest payment was \$11,316.00. Line item 52816-258 shows \$18,248 less than what he spent. He questioned why these discrepancies were not picked up. He asked where is the money not spent by the WPCA in 2010/2011, but shown as being spent.

He said he is requesting that the mistakes be corrected and a representative of the accounting firm which performed the audit make himself available at the WPCA meeting in August to answer questions and address concerns of the WPCA.

**e) Annual User Newsletter versus a Quarterly newsletter.**

Plant Superintendent Garand said that Williams Printing Group will be printing the WPCA newsletter. After some discussion, WPCA members voiced their preference of a quarterly newsletter versus an annual newsletter

Mary Burnore made a motion to direct Garand to publish a quarterly newsletter opposed to an annual newsletter. Patti Lein seconded the motion. The motion carried.

**f) Customer Relations**

There were no blockages in lines through 7/24/12.

There being no further business, the meeting was adjourned at 7:35 P.M. Motion made by Mary Burnore and seconded by Stanley Morytko. The motion carried unanimously.

Respectfully submitted,

Lillian Murray, Clerk

