

**WINDHAM WATER POLLUTION  
CONTROL AUTHORITY**

**MINUTES**

**September 22, 2015**

The Windham Water Pollution Control Authority held its meeting on September 22, 2015 in the Windham Wastewater Treatment Facility Conference Room located at 2 Main Street, Willimantic, CT. Chair Rene Goss called the meeting to order at 6:30 P.M. Members present were Stanley Morytko, Mary Burnore and Rene Goss. Also present was Plant Superintendent David Garand.

**I) Public Comment**

There was no public comment

**II) Correspondence**

No correspondence received.

**III) Approval of Minutes**

The minutes of August 25, 2015 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 chair had no report.

**B) Plant Superintendent's Report**

Plant Superintendent David Garand reported on the following:

**Plant Performance**

All permit requirements were met for the month of August. Plant Superintendent Garand said the BOD, TSS and Nitrogen discharges are all below permit requirements. He then reviewed the August 2015 Effluent Quality Report.

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*Barbara J. McKinney*  
WINDHAM TOWN CLERK Deputy

## Administration & Finance

### **A) Monthly Budget Report**

a) Mr. Garand said he eliminated the construction budget from the monthly budget report. This will give us a more realistic budget, he said. Mr. Garand then went on to review the Monthly Budget Report. The adjusted Year to Date **Revenue** totals \$580,146. This is 17% of revenue collected with 17% of the year complete. Adjusted **Expenditures** total \$533,392. This is 15% of budget expended with 17% of the year complete.

b) Plant Superintendent Garand then reviewed the Income by Customer Summary as of August 2015. The net income is \$120,764.97.

c) Mr. Garand reviewed the A/R Aging Summary as of August 31, 2015. He explained that the Roncalli Health Center owes \$680.00 and falls into the 91 days and over category. Mr. Garand suggested removing their bill from the books as an uncollectable debt due to the fact a new management company has taken over the operation. They cannot be held liable for past debts. The new W.P.C.A. policy has directed the revenue collector's office to invoice the property owners directly. This way the W.P.C.A. can have the property leaned against delinquent sewer bills.

After some discussion, Stanley Morytko made a motion directing the Plant Superintendent to instruct the revenue collector's office to write off the Roncalli bill and Mary Burnore seconded the motion. The motion carried unanimously.

d) Significant Non-recurring Expenses dated August 25 to September 22, 2015. These expenses include Construction costs of \$61,059. Nickerson Co. for July and \$173,256.00 for August. Other expenses include the Sewer flushing truck water pump- \$16,650.00, Nitrogen credit purchase from the Ct. DEEP \$5,668.00, Construction engineering costs of \$19,500.00 to CH2MHill, Chestnut St. Manhole installation- \$9,500 Manhole frames and risers - \$2,500 and Pump station control modifications - \$4,300.00.

### e) Sludge Storage Upgrade

Mr. Garand said the storage upgrade is on schedule and he anticipates it should be completed in January or February, 2016.

### f) Collection System Upgrade

Plant Superintendent Garand reviewed the letter from Richard Berthiaume, General Manager of Eastern Pipe Service, LLC regarding trenchless rehabilitation of designated sanitary sewer lines for 2015. Mr. Garand had identified 2 existing 8 inch sewer mains needing re-lining along with 3-8 inch and 2-6 inch sewer mains in need of trenchless spot repairs.

Mr. Berthiaume said Eastern Pipe can offer the trenchless pipe rehabilitation and he went on to explain the process to accomplish the rehabilitation. He said they will furnish all equipment,

materials and personnel to complete the project. The total PVC lining estimate including spot repairs is \$31,080.00. Heavy cleaning or root cutting are not included in the estimate, and if required we will be charged an additional cost. He supplied the Am-Liner material specifications and the ASTM F1871 specifications for this method of relining. He asked that they be allowed up to 4 weeks for manufacturing and delivery of pipe liner materials.

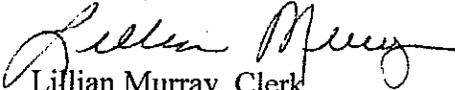
Mr. Garand approved the proposal as quoted. He added that the pipeline rehabilitation should be completed by November, 2015.

### **Customer Relations**

There were no sewer blockages in our lines through September 22, 2015.

As there was no other business, the meeting was adjourned at 7:15 P.M. Motion to adjourn made by Mary Burnore and seconded by Stanley Morytko. The next meeting will be held on October 27, 2015.

Respectfully submitted,

  
Lillian Murray, Clerk