

**WINDHAM WATER POLLUTION
CONTROL AUTHORITY**

MINUTES

September 24, 2013

The Windham Water Pollution Control Authority held its meeting on September 24, 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.

I) Public Comment

Mr. John Bailey of 114 Walnut Street, Willimantic, CT appeared before the board and asked for a reduction in his quarterly sewer usage charges for the months of June, July & August. He explained the water usage at his rental property has increased by over 200%. He stated he believes that his neighbor connected a hose to his property and was filling and draining their swimming pool. He showed the WPCA pictures of a round bare spot of grass in his neighbor's yard where he claimed a pool was previously located.

Chairman Rene Goss stated the WPCA's policy is to charge for sewer usage based on metered water usage. The conditions required to meet the WPCA's Special Sewer Rate were not met. Mr. Goss suggested that Mr. Bailey approach the Water Commission and explain his situation and ask them to approve a reduction in his water usage.

Patti Lein made a motion to authorize a reduction in sewer usage charges equal to any reduction given by the Water Commission for water usage, and also to waive any sewer user late fees while Mr. Bailey is trying to negotiate with the Water Commission (at their upcoming next meeting). The motion was seconded by Mary Burnore and passed unanimously.

II) Correspondence

There was no correspondence.

III) Approval of Minutes

Patti Lein made a motion to approve the minutes of August 27, 2013 as written. The motion was second by Mary Burnore and was passed unanimously.

IV) Reports

a) Chairman Report

The chairman had no report.

b) Plant Superintendent Report

Plant Superintendent Garand reported on the following:

1) Lakeside is up and operational as of today. Garand said he will compile a list of invoices and will forward them to Lakeside for payment.

2) Plant Performance

All permit requirements were met for the month of August.

3) Monthly Budget Report

Garand reviewed the Monthly Budget Report ending 8/31/13. Revenues are \$513,504. This is 14% of revenue collected with 17% of the year complete. Expenses are \$488,655. This is 13% of budget spent with 17% of the year complete.

Garand then reviewed journal adjustments. He asked the board to create a new line item 46204-949 and name it "Other Revenue-Capital Reserve Fund" and to transfer the money from line item 46204-950 "Other Revenue-State of Ct." This line item accurately reflects where the revenue comes from.

Patti Lein made a motion to create the new account and transfer \$304,079 from the 950 line item account to the 949 line item account. Mary Burnore seconded the motion and it passed unanimously.

4) A/R Summary. Garand reviewed the A/R Summary as of August 26, 2013. He said haulers are in the 60-day category or better.

5) Significant Non-recurring Expenses. Garand reviewed Significant Non-recurring Expenses August 27, 2013 to September 23, 2013. These include: Vehicle master cylinder repair, Sewer main pipe lining, Consulting services (Water Planet) to provide the state with a new copper limit compliance report for Windham, Lakeside Hauler P.L.C. replacement, Battery replacement for emergency generator and Vac truck & Replacement polymer system motor.

6) Process Building Upgrade. Plant Superintendent Garand said he is working with Wright-Pierce regarding design and cost.

7) Multi Bank Purchases with Matured Securities. Garand said three 2-year securities were purchased, paying rates of 0.80%, 0.65% & 0.65% annually.

8) Stonegate Special Sewer Rate Notification Letter. Mr. Garand was instructed by the W.P.C.A. to notify representatives of Stonegate Manor that the "Special Sewer Rate" authorized by the W.P.C.A. in the past would no longer be approved as of June 2014.

9) Request for sewer user fee reduction. See Public Comment

10) Mansfield Flow Metering/Billing. Windham & Mansfield continue to work together to resolve concerns by Mansfield about their metered sewer usage increase.

11) Customer Relations – There were no blockages in our lines through 8/27/13.

12) N.E.W.E.A. Conference in Boston. Mr. Garand asked to attend the conference in Boston to meet face to face with Lakeside and Watson Marlow representatives to resolve outstanding issues.

Mary Burnore made a motion that Mr. Garand attend the N.E.W.E.A conference and approved payment of his expenses not to exceed \$1,000. Patti Lein seconded the motion and it passed unanimously.

As there was no further business, the meeting was adjourned at 7:27 P.M. Stanley Morytko made the motion to adjourn and Mary Burnore seconded the motion. The motion carried unanimously.

Respectfully submitted,

Stanley Morytko
Acting Clerk