

**WINDHAM WATER POLLUTION  
CONTROL AUTHORITY  
MINUTES**

**Sept. 25, 2012**

The Water Pollution Control Authority held its meeting on September 25, 2012 in the Windham Wastewater Treatment Facility Conference Room. Chairman Rene Goss called the meeting to order at 6:35 P.M. Members present were Patti Lein, Stanley Morytko, Mary Burnore and Rene Goss. Also present were Plant Superintendent David Garand and Lon Hultgren, representative from the Town of Mansfield.

**I) Public Comment**

Michael Curtis and Rick Pardus from RPM Sustainable Technologies addressed the WPCA and spoke regarding FOG. Mr. Curtis said they take brown grease, turn it into yellow grease, and then convert it into FOG. This is then readily converted into fuel. He said they now have two machines operating at UConn. They are starting to grow and would like to have a home base. He said they would like to co-locate at the Windham Sewer Treatment Plant. He said they will work diligently to build out a full-scale FOG to Bio-Diesel facility at the WWTF in the former sludge processing space. In achieving this, we initially will be able to supply tens of thousands of below-market-cost ASTM Bio Diesel fuel to the town with the potential of increasing this to hundreds of thousands of gallons, said Curtis.

He then went on to review their proposal which would include: 1) Teaming up with the plant to create a two-way revenue stream with the Windham operation. 2) Minimizing their out of pocket expenses by utilizing “upstairs space” in the building. 3) Generating revenue for the Windham WWTF by: a) Developing a series of hauled waste opportunities which result in tipping fees at Windham, and b) Generating fuel for “behind the meter” use at the plant by utilizing Windham’s FOG waste to manufacture ASTM Bio-Diesel. Utilization of this waste should reduce Windham’s operational costs by taking FOG “mass” out of the system as well as generating fuel.

Mr. Curtis said they are developing a relationship with a group that hauls animal fats out of state. He said we have performed bench-scale extractions on this waste and have uncovered admirable yields of ASTM Bio Diesel on a mass-to-mass basis. Our proposal to you and them would be to establish a contractual relationship between this group and Windham that gives you tipping fees, gives us a fuel source and reduces overall costs for the hauler, said Curtis

He said their plan would be implemented in three phases: Phase1) immediately move into the former lunch room and set it up as their offices. Desks, computers, cell phones, etc. would be supplied by RPM with no cost to Windham. 2) Move into the vacated locker space and create a lab, and 3) Set up an operational skid at the former sludge

processing room. He said it is their goal to have completed the Build-out in 12-15 months' time.

Regarding fees, Mr. Curtis said we propose to operate rent-free and additionally, given our current upcoming financing, ask that immediate cleanup costs be borne by Windham. Windham should track expenses with a goal of complete reimbursement with pro-rated tipping fees and fuel priced at below market prices. Later improvements might be cost shared, but heavier work such as the removal of the concrete filter press foundation might necessarily be performed by Windham.

Mr. Pardus said they plan to run their plant in Torrington for six months and then come here for six months. He said there are other sources of revenue that could come to the WWTP such as glycerin. We will do whatever we need to do to provide this bi-product.

Member Patti Lein asked about taxes. They said this was being addressed.

In conclusion, Mr. Curtis' letter said this outcome and the possibility of co-locating at the Windham plant is one of the more exciting happenings in the short history of our firm. This could put us and Windham on the map. He asked the WPCA to consider their proposal and contact them should any questions arise.

## **II) Correspondence**

There was no correspondence.

## **III) Approval of Minutes**

The minutes of August 28, 2012 were amended as follows: Page 1, item b, last paragraph; All submerged surfaces: **Removing failed paint and reapplying improved quality paint.** Mary Burnore made a motion to approve the minutes as amended and Stanley Morytko seconded the motion. The motion carried unanimously.

## **IV) Reports**

### **a) Chairman**

The chair had no report to make.

### **b) Plant Superintendent**

#### **Construction**

Washpactor warranty repair: Returning unit to Schloss for warranty repair, Secondary clarifier #2 is off line for equipment recoating. Removing all paint and reapplying Sherglass paint. Sherwin Williams is providing all material for free and we are providing the labor. Siemens (Secondary Clarifiers): Paying for additional warranty work to

improve clarifier performance. The work on secondary #2 will be completed once the paint has been applied. The warranty is running out in October, added Garand. NIC: completing contract work and replacing failed wet well level sensor.

All permit requirements were met for the month of August. Garand then reviewed the August 2012 Effluent Quality Report. We are operating near the 2012 Nitrogen Discharge Limits and within the facility upgrade design specifications, he said.

### **Administration & Finance**

**a) Monthly Budget Report** ending 8/31/12. **Revenues** collected total \$518,200. This is 15% of revenue collected with 17% of the year complete. **Expenses** total \$587,350. This is 17% of the budget spent with 17% of the year complete.

**b) A/R Aging Summary as of September 24, 2012.** Garand reviewed the A/R Aging Summary. He noted that only one hauler is in arrears.

**c) Significant Non-recurring Expenses.** Significant non-recurring expenses August 29<sup>th</sup> to September 24, 2012 include: Construct costs, paint repairs primary clarifier. This includes a partial settlement to Carlin Co. Also lining Ives Street MH 8-130 to 8-21, Windham Street MH 5-34 to 5-33 (This is collection system work in Windham).

**d) 2011/2012 Financials.** Garand reviewed the WPCA Investment Financials Report from Kenneth Bailey. Investment interest received: \$445,954.62, Revenue collected: \$2,999,440.06, Total revenue earned: \$3,446,394, Total expenses \$2,955,555.

**e) Multi Bank Securities.** Garand reviewed a new investment fund with interest received.

**f) Riverside Drive** sewer main repair is scheduled to complete 9/28/12.

**g) Sewer Facility Camera Security System.** Garand reviewed a proposal from Red Hawk Fire & Safety for a camera security system. The total amount which includes labor and materials is \$21,290.83. Another proposal received from DECIAN was for \$14,290.46. This was for material & start-up. Labor will be shared by the WPCA staff and Decian.

Mary Burnore made a motion authorizing Plant Superintendent Garand to contact DECIAN regarding the camera system at a cost of \$14,290.46 and Stanley Morytko seconded the motion. The motion carried unanimously.

**h) WPCA Authorization for superintendent to certify approved indenture compliance statement (section 505 and section 516).** Patti Lein made a motion authorizing Plant Superintendent Dave Garand to sign the statements as requested and Mary Burnore seconded the motion. The motion carried unanimously.

**i) Toyota Tacoma Quotes (Ford Ranger Replacement).** Garand reviewed quotes from 4 Toyota dealerships. The best offer was from Colchester Toyota at \$22,638. Mary Burnore made a motion to authorize Plant Superintendent Garand to purchase the Toyota Tacoma from Colchester Toyota at a cost of \$22,638 and pursue trading in the Ford Ranger truck. Patti Lein seconded the motion. The motion carried unanimously.

**j) George Street Pump Station: Generator & Transfer Switch.** Garand received two estimates to connect a generator at the George Street pumping station. The cost to purchase a WINCO generator and to connect it is \$9,700. There would be a difference of \$4,450. between a WINCO generator and another generator bringing the cost down to \$5,250. A second proposal received from Woodstock Valley ElectricLLC. Their cost for the generator and labor is \$4,901. Patti Lein made a motion authorizing Plant Superintendent Garand to purchase generator from Woodstock Valley Electric LLC including connection at a cost of \$4,901 Mary Burnore seconded the motion. The motion carried unanimously.

**k)Teamster Contract Negotiations Update.** Garand reviewed the contract updates. He said the goal is to decrease benefits starting with new employees. Older employees would be grandfathered. He said we will be spending a little money up front to save in the future. He added that the employees are happy with the contract and the town is happy with the contract.

**l) RPM Industries.** Garand voiced his concern that RPM could be bought out by a larger company such as Siemens. Garand said he would prefer to be a shareholder. Garand said if we wish to pursue this, he, Town Manager Neal Beets and Town Attorney Rich Cody would write up a legal contract.

**m) Stonegate Manufactured Homes:** Garand said he is meeting with DEEP, DPH and representatives of Equity Lifestyle Properties tomorrow regarding a timeline for connecting all properties in Stonegate to sanitary sewers. He said the mobile home park was recently purchased and the new company will be required to connect to sanitary sewers if they wish to expand the community.

**n) Flow Metering at Mansfield Avenue and Route 195.** Garand and Lon Hultgren will meet to make sure Mansfield is being billed the correctly. We are going to try and verify if the new flow meters installed are reading Mansfield's flow accurately.

### **Customer Relations**

There were no blockages in our lines through 9/25/2012.

As there was no further business, the meeting was adjourned at 8.20 P.M. Motion made by Mary Burnore and seconded by Stanley Morytko. The motion carried unanimously.

Respectfully submitted,  
Lillian Murray, Clerk