

WINDHAM WATER POLLUTION
CONTROL AUTHORITY
WINDHAM CT.

MINUTES

October 25, 2016

The Windham Water Pollution Control Authority held its meeting on October 25, 2016 at 6:30 P.M. in the Windham Wastewater Treatment Facility Conference Room located at 2 Main Street, Willimantic, CT. The meeting was called to order by Chairman Andrew Carey. Members in attendance were Victor Rayhall, Andrew Carey, Mary Burnore and Stanley Morytko. 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 September 20, 2016 were approved on a motion made by Victor Rayhall and seconded by Stanley Morytko. Voting in favor of the motion were Victor Rayhall, Stanley Morytko and Andrew Carey. Mary Burnore abstained from voting as she did not attend the September meeting. The motion carried.

IV) Reports

Chairman's Report

The Chair had no report.

Plant Superintendent's Report

Plant Superintendent David Garand reported on the following:

Plant Performance

All permit requirements were met for the month of September. He then reviewed the September 2016 Effluent Quality Report. He said the BOD, TSS and Nitrogen Discharge are all below permit limits. He added the Plant is running fantastic.

Administration & Finance

RECEIVED FOR RECORD
2016 NOV 18 A 11: 59
Patricia P. Sperry
WINDHAM TOWN CLERK

Mr. Garand reviewed the Monthly Budget Report dated 9/30/2016. Revenue totals \$924,623.00. This represents 25% revenue collected with 25% of the year complete. Expenditures total \$855,874. This represents 24% of budget spent with 25% of the year complete. He then reviewed line items.

Significant Non-recurring Expenses

Mr. Garand then reviewed Significant Non-recurring Expenses for September 2016. These include primary clarifiers parts, Spare influent pump, Camera hose spools, Oil for machines/equipment, (3) Grit dewatering & transport trough bearings, Sludge bredel pump #2 hose.

2014/2015 Financial Report

Plant Superintendent Garand said he recently met with the Windham Finance Dept. They said they will make some adjustments to their accounting program so we should start receiving reports much sooner than at present. He said he also spoke to them regarding revenue being posted to correct departments. He said miscellaneous bills will be forwarded to their proper destination. The enterprise funds will be kept separate and,

monies collected will be posted on a regular basis.

He then reviewed the Year-to-date budget report 7/1/14 to 6/30/15. Mr. Garand reviewed line items. Revenues (cash in) total \$3,617,611. Cash spent totaled \$3,927,187. The net cash flow for year 2014 to 2015 totals \$309,576.

Year-to-date Budget report 2015/2016. Revenue (cash in) totaled \$5,424,743. Cash spent totaled \$6,340,999. The net cash flow for 2015/2016 totaled \$916,256.

Multi-Bank Securities

Mr. Garand referred to the Multi-Bank Securities Quarterly Report and reviewed investments. He said several of our funds will be maturing in years 2016 and 2017. He said market value on our funds is \$9,842,766.93. We are averaging about 4% on our investments, he said.

Nitrogen Program

Mr. Garand referred to the Nitrogen Exchange Program. He said the WPCA will benefit from the sale of nitrogen credits. The amount for the nitrogen credits sold by the Town of Windham is \$12,900. He said he is working on getting the money posted to our account.

F.O.G. Exemptions

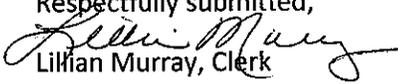
Robert Meduna of the Windham Sewer Dept. said that Jeen's Market and St. Mary' St. Joseph's School are requesting to renew their F.O.G. exemption Permit for year 2016/2017. He said both facilities were recently inspected and found to not discharge a significant amount of Fats, Oil and Grease. He recommended renewing the permits.

Mary Burnore made a motion to renew the F.O.G. Exemption Permit for 2016/2017 for Jeen's Market and St. Mary's St. Joseph School and Victor Rayhall seconded the motion. The motion carried unanimously.

Customer Relations

There were no sewer main blockages in our lines through 10/25/2016.

The meeting was adjourned at 7:10 P.M. Motion made by Mary Burnore and seconded by Stanley Morytko. The motion carried. The next meeting is scheduled for November 22, 2016.

Respectfully submitted,

Lillian Murray, Clerk