

WATER POLLUTION CONTROL AUTHORITY
WINDHAM, CT

MINUTES

August 23, 2011

The Windham Water Pollution Control Authority held its meeting on August 23, 2011 at the Windham Wastewater Treatment Facility Conference Room located at 2 Main Street, Willimantic, CT. Chairman Rene Goss called the meeting to order at 7:40 P.M. Members present were Stanley Morytko, Nita Giordano, Mary Burnore and Rene Goss. Also present was Lon Hultgren from the Town of Mansfield.

I) Public comment

There was no public comment.

II) Correspondence

There was no correspondence.

III) Approval of Minutes of June 21, 2011

The minutes were amended as follows; pg 1, item1 under Audience Comments; correct spelling to Mike **Kloc**, pg 2 item 2 correct spelling to **Taras** Tuczkewycz. Stan Morytko made a motion to approve the minutes of June 21, 2011 as amended and Nita Giordano seconded the motion. 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 presented Plant Operations report dated July 26, 2011 that was prepared for the July 26, 2011 meeting which was cancelled because of bad weather.

Construction

Current Work: **New Garage Building, Primary Settling Tanks, Administration Building, Aeration Tanks** – Working on punch list completion. **Headworks Building**

– Bringing building on line for plant flow bypass. **Secondary Clarifier #2, and all submerged surfaces** - Removing and reapplying failed paint on all surfaces.
Change Orders

There were no new change orders (18 total).

Plant Performance

All permits were met for June. Garand reviewed the June 2011 Effluent Quality Report.

Administration & Finance

a) Monthly Budget Report ending June 30, 2011

Revenue collected \$3,339,705. This represents 100% revenue collected with year complete. **Expenses** \$3,243,984. This represents 97% of budget spent with year complete. Garand said he added \$96,000 additional capital improvements for Lakeside and George Street pump station.

b) A/R Aging Summary – Richard E. White & Sons is the only hauler in the 61-90 day category. Garand said he will contact Mr. White regarding payment.

c) Significant Non-Recurring Expenses

Garand reviewed the non-recurring expenses. The majority of these expenses relate to construction costs with Wright Pierce and Carlin construction Co.

d) Multi - Bank Securities

Garand referred to a new investment purchase. The current coupon is 3.000% with a maturity date of 7/27/2021. Garand then went on to review all WPCA held securities.

e) F.O.G. Annual Exemption Request & D.E.P. Update

Garand reviewed a letter from David Dreibold, F.O.G. Inspector, stating that he has inspected the Ukrainian National Home and confirmed that the kitchen has minimal use. 98% of use of the facility, other than the bar area, is catered with disposable goods for serving. He recommended granting an exemption from the F.O.G. requirements. Mary Burnore made a motion to grant the Ukrainian National Home an exemption from the F.O.G. requirements for one year and Stan Morytko seconded the motion. The motion carried unanimously.

Dreibholz also reported that Shan's Gas Station has become compliant with the installation of AGRU's effective 7/7/11.

f) Collection System Scheduled Maintenance

Garand reported that several structural issues were discovered during routine cleaning and inspection. He said he proposes to move the structural repairs (pipe lining) ahead of manhole rehabilitation as previously scheduled. The \$50,000 budgeted for collections system maintenance will cover the planned pipe lining required.

g) Septage Hauler Etiquette

Bad behavior etiquette (swearing at construction workers) has been displayed by Kelly's Septic. Garand said he wrote a letter to Kelly's Septic stating that bad behavior etiquette will not be tolerated and could result in suspended services.

Customer Relations

There were no blockages in our lines through 7/26/11.

Plant Superintendent Garand then went on to review the Plant Operation Report dated August 23, 2011.

Construction

Current work: unchanged from the July report. Change Orders also unchanged from the July report.

Plant Performance

All permit requirements were met for July. Garand reviewed the July 2011 Effluent Quality Report.

Administration & Finance

a) Monthly Budget Report

Revenue is \$282,301. This represents 8% of revenue collected with 8% of the year complete.

Expenses are \$215,710. This represented 6% of budget spent with 8% of the year complete.

b) A/R Aging Summary

Garand reviewed the A/R Aging Summary as of August 22, 2011. He said Richard White & sons has made a payment leaving him with a balance of \$48,976.98.

c) Significant Non-Recurring Expenses July 22, 2011 to August 22, 2011

Garand reviewed the non-recurring expenses. They include construction costs with Carlin construction, CT NPDES Permit, relocate MCC circuits and tech support maintenance program.

d) F.O.G. Compliance Report

Letter from David Dreibholz regarding F.O.G. exemptions/waivers. He reviewed the facilities that have become compliant with the installation of AGRU's, and also a list of businesses that are still non-compliant, including St. Paul's Soup Kitchen. Garand said he was able to secure the equipment for them at no cost, but they have yet to install it.

e) 157 Chestnut Street Sewer Connection

Garand explained that the homeowner made a sewer connection resulting in a pipe installation not meeting sewer regulations. The inspector signed off based on the contractor stating the installation was already approved by the superintendent. The deviation was not approved by the superintendent, and the sewer inspector should not have signed off on the permit for this installation. Garand said we now have a policy in place whereby he must sign off on all permit deviations, or the inspector does not sign off on the permit. He added that the homeowner has a deficient system. He will meet with the homeowner (as recommended by Town Attorney Rich Cody) to try to get the problem resolved.

Customer Relations

There were no blockages in our lines through 8/23/11.

As there was no further business, the meeting was adjourned at 7:25 P.M. Motion by Mary Burnore and seconded by Stan Morytko. The motion carried unanimously. The next meeting will be held on September 27, 2011.

Respectfully submitted,

Lillian Murray, Clerk