

**WINDHAM WATER POLLUTION  
CONTROL AUTHORITY  
MINUTES**

**Jan. 27, 2009**

The Windham Water Pollution Control Authority held its meeting on January 27, 2009 in Town Hall. Chairman Rene Goss called the meeting to order at 6:30 P.M. Members present were Mary Burnore, Rene Goss, Nita Giordano, Charles Kratt and Stanley Morytko. Also present was Plant Superintendent David Garand.

Mary Burnore made a motion to amend the agenda to move item #5 to the first order of business. Nita Giordano seconded the motion. The motion carried unanimously.

**1) Mansfield Credit for Labor and Electricity Overcharge.**

Plant Superintendent Dave Garand said while reviewing the agreement with Mansfield one weakness was discovered. It seems that Mansfield has been billed for non-joint charges. He said he would like to get this issue resolved quickly and out of arbitrator's hands. Garand said he went back 6 years (statute of limitation) and calculated the total credit due Mansfield to be \$15,149.74. This is the estimated amount Mansfield has paid over the past 6 years related to labor, operating and maintenance expenses of non-joint facilities, he said.

He then went on to review a letter to Lon Hultgren, Town of Mansfield, explaining the overcharge. The agreement between Mansfield and Windham requires Mansfield to pay a flow proportionate share of operating and maintenance expenses with respect to joint facilities. He further explained that after analyzing the details of some of the information that has recently developed in the arbitration proceedings, we have concluded that, due to the way in which expenses have been tracked, certain non-joint facility costs have erroneously been included in billings to Mansfield. Labor costs have not been deducted from total joint facility costs for the time that Windham employees spend servicing Windham's collection system, which under the Agreement is not a joint facility. Similarly, Windham has not backed out labor costs for the time spent maintaining, or otherwise attending to, the septage and grease receivers or for the energy costs associated with operating the septage receiver and grease pump, which under the Agreement are not joint facilities. To correct this error, he is proposing that Windham issue a credit for the estimated amount Mansfield has paid over the past 6 years related to labor, operating and maintenance expenses of non-joint facilities. He then went on to detail how he calculated the credit.

In addition, beginning on July 1, 2009, we will track, document and deduct actual hours and rates of pay for all labor on non-joint facilities. We will also

install an electric meter to measure the electrical usage of non-joint facilities. These costs will be deducted from total facility operating expenses chargeable to Mansfield. He said he also discovered that Mansfield has not been paying user fees, and added that Mansfield shall begin to be charged for materials and labor at the previous years flow proportionate share pertaining to the collection system used jointly by Mansfield and Windham per the Agreement.

After some discussion Mary Burnore made a motion to approve Mansfield's credit of \$15,149.74 for labor and electrical overcharges. Stanley Morytko seconded the motion. The motion carried unanimously.

**2) Public Comment**

There was no public comment.

**3) Correspondence**

There was no correspondence.

**4) Approval of Minutes**

The minutes of January 27, 2009 were approved. Motion by Charles Kratt, and seconded by Nita Giordano. Voting in favor of the motion: Kratt, Giordano, Morytko and Goss. Mary Burnore abstained. Motion carried.

**5) Reports**

**Chairman**

The chairman had nothing to report.

**Plant Superintendent**

**a) Construction**

Current Work: New garage building, construct block walls (Carlin was directed to remove a portion of the garage east wall due to the installation not meeting job specifications. Carlin is proposing to perform testing to verify mortar strength). Garand said Wright Pierce was comfortable with the test. If the test fails they will have to take the wall down. Primary settling tanks, install steel and form. Administration Building, install steel, form and pour footing piers. There were no new change orders for January (3 Total).

**b) Plant Performance**

All permit requirements were met for the month December. Garand reviewed the December 2008 Effluent Quality Report.

**c) Administration & Finance**

1) Reviewed the Monthly Budget Report end 12/31/08. **Revenues** total \$1,528,962. This is 48% of revenues collected with 50% of year completed. **Expenses** total \$1,493,414. This is 47% of expenses incurred with 50% of year completed.

2) Significant Non-Recurring Expenses

Garand reviewed significant non-recurring expenses December 24, 2008 to January 6, 2009.

3) Mansfield Dispute: Arbitration begins 1/26/09. Mansfield not paying user charges

4) Garand reviewed Mansfield credit letter.

5) High Strength Waste. Garand said he will discuss this at the CAWPCA meeting in the Spring and report back to Authority.

6) Capital Reserve Investments. We will have three maturities in February 2009, with no other investments maturing for about one year.

7) Absent Employee Status. Garand said Don Muirhead working on this.

8) New Hire: Operator 6 Status. He is due to start on February 2, 2009.

9) Customer Relations. There were no sewer blockages in our lines through 1/20/09.

**6) Old Business**

At the last meeting Charles Kratt suggested naming a portion of the new facility after former State Representative Walter Pawelkiewicz. After some discussion, Mary Burnore made a motion not to name the facility after anyone at the present time. Stan Morytko seconded the motion. The motion carried unanimously.

As there was no further business, the meeting was adjourned at 7:50 P.M. Motion by Burnore and seconded by Morytko. So voted. The next meeting will be held on February 24, 2009 at 6:30 P.M. in Town Hall.

Respectfully submitted,

Lillian Murray, Clerk