



TOWN OF PLYMOUTH  
WATER POLLUTION CONTROL AUTHORITY  
80 MAIN STREET  
TERRYVILLE, CT 06786

PLYMOUTH, CT  
TOWN CLERK'S OFFICE  
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*Leah Knapke*  
TOWN CLERK

The Regular Meeting of the Water Pollution Control Authority was held on November 17, 2025, at 7:00 PM in the training room of the facility at 35 Canal Street, Pequabuck, CT.

**PRESENT: Regular Members**

George Andrews JR. Chairman  
James Maloney Vice Chairman  
Philip Armbruster, Secretary  
Peter Giancesini  
John Murphy

**Alternate Member-**

Scott Gray  
Joseph Carey

**OTHERS IN ATTENDANCE:**

**Plant Manager** – Jason Patrick  
**Assistant Plant Manager-** Ryan Wells  
**Recording Secretary-** Heather Dell'Aera

**1. Call to Order:**

The meeting was called to order by Chairman Andrews at 7:01 p.m.

**2. Roll Call Attendance:**

Chairman Andrews took roll call attendance.

**3. Acceptance of Minutes**

**a. Regular Meeting Minutes- October 2025:**

Upon a motion made by Mr. Murphy and seconded by Mr. Maloney, it was VOTED: To approve the Regular Meeting Minutes of October 20, 2025, as amended, Roll call was taken, Mr. Maloney abstained and the motion passed.

**4. Bills and Communications:**

**a. Review & Approval of WPCA Monthly Bills for October 2025:**

Upon a motion made by Mr. Maloney and seconded by Mr. Armbruster, it was VOTED: To approve WPCA monthly bills for October 2025. Roll call was taken, and the motion passed unanimously.

## **5. Report of Officers and Committees:**

### **a. Report of the Plant Manager & Assistant Plant Manager:**

#### **Monthly Operating Report for September 2025-**

Assistant Plant Manager Mr. Wells reported:

- October 2025- We had two violations to our NPDES Permit that lasted for 2 days. pH dropped to 4.9 and 5.9. The lower permit limit is 6.0. Corrected with caustic adjustment.

#### **Flow-**

- Average monthly flow for October 2025 was .781 MGD (45% of design flow). October brought a rainfall of 5.5 inches of rain in the rain gauge. Resulting in minimal fluctuations in our process.
- Plant is designed for 1.75 MGD
- Phosphorous discharge (monitoring only): 2.6 lbs./day average
- Total Nitrogen for 114.1 lbs./day. Our discharge limit is 42 lbs./day.

#### **Sludge-**

- October- We trucked out a total of 45,245 dry lbs. of solids or 22.62 dry tons.
- The sludge hauler had an average solids content of 3.1%
- Total gallons hauled out for incineration was 175,500 gallons or 27 tanker loads.

#### **Efficiency, % Removal-**

- BOD % Removal = 97%
- TSS % Removal = 99%

**Yard Valves-** Mr. Wells reported- Based on the previous meetings discussion it was decided to not invest in a vault. The purchase order has been put in for the work to be done on the yard valves (\$18,473.00). Ryan contacted the company, and we are waiting for a date to be scheduled.

**P.S. #2-** Eastern Water Solutions swapped out the volute, stand and check valve for Pump Station #2 in the dry can. In the coming months, we would like to do some cosmetic work on the dry can such as lubricating equipment to protect from rust and painting the floor.

**Stoppage (Beach Ave)-** On October 30<sup>th</sup>, there was a stoppage on Beach Ave that was called in around 6PM. The on-call Operator determined there was a full restriction between manholes T-15-4 and T-15-9. Ryan called in another Operator, and he also came in to assist with jetting the line. They were on site for about 2 hours until the line was cleared and jetted multiple times.

Mr. Patrick reported – Phosphorus season is over; we ended up averaging 3.51 lbs/day under our limit of 4.38 lbs/day for the year. April through October.

**5b. Report of the Secretary:** None at this time.

**5c. Comments from the Council Liaison:** Not present

**5d. Energy Conversation Issues:** None at this time.

### **5e. Capital Improvements Projects:**

Mr. Patrick reported- Mr. Andrews and himself attended a meeting with the Capital Improvements Committee on November 13<sup>th</sup>, 2025. They presented four (4) projects including Repair Work to the Blower Building & Service Building, Replacement of our Plant Generator and Replacement of HVAC Equipment. Jason thought the meeting went well. He is working on following up with some modifications they requested regarding the charts referring to estimated cost schedule.

Mr. Andrews added one of the members was a little stern on the amount of time since the blower building was first identified but that could be interpreted as a positive because we have been requesting for years, he felt the urgency of the blower building repairs were seen.

## **6. Old Business:**

### **6a. Follow up Discussion – Wright Pierce Inflow / Infiltration Study:**

Mr. Patrick reported- Mr. Wells and Mr. Patrick had a meeting with Wright Pierce to go over the I&I Study. The next step is submitting the study to DEEP for approval. From there we would need to come up with a game plan on how we would like to move forward. (the report is in the packet) In the report Wright Pierce divided the work into two (2) priorities.

Priority 1 = \$240,000

Priority 2 = \$244,000

The hope was that we would find areas of significant I&I, that could be corrected, and that would eliminate the need for Tertiary Treatment for Phosphorus. With that not being the case, Jason thinks this is something we try to put some money into for next year's budget. We do not currently have the funds to complete all the work recommended. There would be a 55% grant for the I&I work, which is a first come, first serve basis. A discussion ensued. It was decided to table the I&I discussion until the next budget discussion meeting.

### **6b. Follow Up Discussion – Wright-Pierce Phosphorus Upgrade/ CDS Funding:**

Mr. Patrick reported- Now with the government shutdown over, we are waiting to hear back from the EPA. The paperwork was sent on 10/17/25. Their section was furloughed on 10/20/25.

### **6c. Follow Up Discussion – South Street Odors/Chemical Treatment System:**

Mr. Patrick reported- We currently have a temporary system set up at Pump Station #2. It seems to be working well for now. Jason has reached out to Evoqua for an update, but our system should be ready soon. Based on the last follow up, we should receive delivery of the system next month.

### **6d. Follow up Discussion- Scott Road- 60 Unit Development:**

Mr. Patrick reported- There is nothing to report regarding the new Scott Road development. All buildings have been connected. The remaining punch list items are -

- Payment of Wright Pierce Invoice for Inspection
- Sewer Maintenance Agreement
- As-Builts
- Post CCTV inspections (need lateral location for two (2) buildings).

### **6e. Follow up Discussion – South Main Street- Biodiesel:**

Mr. Patrick reported- Jason has not heard anything new. Jason reached out to Vance and Andy to see if they are still working on the a MIU (Miscellaneous Industrial Users) permit.

**6f. Follow up Discussion - 75 High Street- Multi Unit Development:**

Mr. Patrick reported- The connection fees and permit fees have been paid for the small development on High Street. Total connection costs were \$30,200.00. They started work today. Wright Pierce is doing the sewer inspection. A brief discussion ensued.

**6g. Follow up Discussion – 42 South Street – Multi Unit Development:**

Mr. Patrick reporter- Nothing new to report on sewer at the time.

**6h. Follow up Discussion- Prospect Street – Multi Unit Development:**

Mr. Patrick reported- Nothing new to report on sewer at this time.

**6i. Follow up Discussion & Voting – Jet Truck:**

Mr. Patrick reported- He did not submit an "intent to buy" letter for the new jet truck yet, He wanted to try to get the loan approval first. For the approval of the loan, we need to fill out the application, and they need the FY23 and FY24 audits. We did submit the 2023 audit, and the 2024 audit should be completed very soon, if not already completed. There were also questions regarding the application. Jason has spoken with the Mayor and Comptroller, and he was given the ok to fill out the application today. We are looking at a price increase of 3.5% (Approx \$15,000) after November 30<sup>th</sup>. Jason would like to make sure we are still ok sending the intent to purchase letter, without pre-approval. Speaking with NCL, they do not see any issue with the town getting approval. A brief discussion ensued.

Upon a motion made by Mr. Murphy and seconded by Mr. Armbruster, it was VOTED: To send out a letter of intent to purchase Jet Truck. Roll call was taken and the motion passed unanimously.

**7. New Business:**

**7a. Discussion & Voting- 2026 WPCA Meeting Schedule:**

Upon a motion made by Mr. Maloney and seconded by Mr. Murphy, it was VOTED: Accept the 2026 WPCA Meeting Schedule. Roll call was taken and the motion passed unanimously

**7b. Discussion – 2024/2025 Final Budget Report:**

(See Attachment) Mr. Patrick reported, a brief discussion ensued.

**7c. Discussion & Voting- Wright Pierce Invoice #0000247615 in the amount of \$33,138.74:**

The Statement was reviewed. A brief discussion ensued.

Upon a motion made by Mr. Maloney and seconded by Mr. Murphy, it was VOTED: To accept and pay invoice #0000247615 in the amount of \$33,138.74. Roll call was taken and the motion passed unanimously.

**7d. Discussion & Voting- Town Invoices for July, August and September 2025 for a total of \$254,125.01:**

(See Attachment)

Upon a motion made by Mr. Murphy and seconded by Mr. Armbruster, it was VOTED: To approve the town invoices for July, August & September 2025 totaling \$254,125.01. Roll call was taken and the motion passed unanimously

**7e. Discussion- Budget Report & Line-item Transfers:**

Mr. Patrick reported- The budget report is in the packet. There is nothing out of the ordinary. There were no transfers this month.

**7d. Discussion – ICS Account- Interest and Fees Update:**

Mr. Patrick reported- He has not received the log in information for the new account, so he does not have any interest or fees to report on at this time. He is working with the comptroller.

**7e. Discussion – Rate Book Report October & Northwest Mutual Statement October:**

A brief discussion ensued regarding the status of Northwest Mutual. The current collection rate is at 52.05% for the month of October 2025.

**8. Public Comment: none preset**

**9. other Business:** Mr. Andrews introduced and welcomed our new Alternate Board Member Joseph Carey. There was a brief discussion regarding Joe's wastewater background.

**10. Adjournment:** Upon a motion made by Mr. Maloney and seconded by Mr. Murphy, it was: VOTED: To adjourn at 8:20pm. Roll call vote was taken, and the motion passed unanimously.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Heather Dell'Aera". The signature is stylized with a large, looped initial "H" and a long, sweeping underline.

Heather Dell'Aera  
Recording Secretary

Attachments:

2024-2025 Final Operating Budget Report  
Town Invoices July through Sept 2025

# **Plymouth WPCA Board Meeting**

**11/17/2025**

## 2024-2025 Final Operating Budget Report

Now that we have received all of the collections for the 2025 fiscal year I am able to give a final budget report.

- We budgeted \$2,000,588.97 which was a 95% collection rate. We collected 91.8% which left us with a deficit of **\$72,549.73**
- Our 2025 fiscal year budget ended up with a deficit of **\$144,165.36**. This is due to Emergency Force Main Repairs and Repair of Blower #2 (Magnetic Bearing Controller)
- We had another good year with collections of Prior years' user fees, interest and liens. We collected \$162,860.10 total.
- For the 2025 Fiscal Year we ended with a deficit of **\$53,821.49**

This is the first year in four (4) years that we didn't have a surplus.

Jason W. Patrick

WPCA Plant Manager

## **Plymouth WPCA Board Meeting**

**11/17/2025**

### Town Invoices July through Sept 2025

I have gone through the Town Invoices for July, August and September 2025. Everything looks good.

July - \$96,528.55 (this month included 3 pay periods, this happens twice a year)

August = \$91,262.09 (This month included the Huber payment for the headworks which totals \$25,406)

September = \$66,334.37 (normal Month)

Total for all invoices = \$254,125.01