



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

PLYMOUTH, CT
TOWN CLERK'S OFFICE
RECEIVED FOR RECORD
2026 JUN 23 PM 12:00
Shirley Longaker
TOWN CLERK

The Regular Meeting of the Water Pollution Control Authority was held on Monday June 15, 2026, immediately following the closure of the Public Hearing held in the training room of the facility at 35 Canal Street, Pequabuck, CT.

PRESENT: Regular Members

George Andrews, JR. Chair
James Maloney, Vice Chairman
Philip Armbruster, Secretary
Peter Giancesini
John Murphy
Alternate Member- Joesph Carey, JR

OTHERS IN ATTENDANCE:

Plant Manager – Jason Patrick
Assistant Plant Manager- Ryan Wells
Recording Secretary- Heather Dell'Aera
Council Liaison- T.J Zagurski

1. Call to Order:

The meeting was called to order by Chair Andrews at 7:30 P.M.

2. Roll Call Attendance:

Chair Andrews took roll call attendance.

3. Acceptance of Minutes:

a. Regular Meeting Minutes- May, 2026: Upon a motion made by Mr. Giancesini and seconded by Mr. Murphy it was VOTED: To approve the Regular Meeting Minutes of May 2026. Roll call was taken, Mr. Maloney abstained and the motion passed unanimously.

4. Bills and Communications:

a. Review & Approval of WPCA Monthly Bills for May 2026:

Upon a motion made by Mr. Maloney and seconded by Mr. Armbruster, it was VOTED: To approve WPCA monthly bills for May 2026. 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 May 2026-

Assistant Plant Manager Mr. Wells reported: The yard valves are completed.

- We had no violations of our NPDES Permit for the month of May.

Flow-

- Average monthly flow for May 2026 was .909 MGD (51.9% of design flow).
- Plant is designed for 1.75 MGD
- 1.5 inches of rain in the month of May.
- Phosphorous discharge: 4.02 lbs./day average
- Total Nitrogen – 65.6 lbs./day. Our discharge limit is 42 lbs./day.

Sludge-

- We trucked out a total of 27,105 dry lbs. of solids or 13.55 dry tons.
- The sludge hauler had an average solids content of 2.5%
- Total gallons hauled out for incineration was 130,000 gallons or 20 tanker loads.

Efficiency, % Removal-

- BOD % Removal = 95%
- TSS % Removal = 96%

5b. Report of the Secretary: No report

5c. Comments from the Council Liaison: None at this time

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

5e. Capital Improvements Projects:

Mr. Patrick reported (See Attachment) A brief discussion ensued. Mr. Zagurski stated he believes if the money is not used by July 1st 2027 it is returned to the general fund. Christine Kurtz also stated they could add a task for the generator project for engineering fees to be able to bill for the services to not lose the funds.

6. Old Business:

6a. Follow Up Discussion – Wright-Pierce Phosphorus Upgrade/ CDS Funding:

Mr. Patrick reported- See attachment. Last month Christine Kurtz presented the purposed plan and recommendations for the plant upgrade. This month she handed out and reviewed a pictorial representation of the previous month's recommendations. A brief discussion ensued about the layout and DEEP Approval timelines.

6b. Follow up Discussion – Multi Unit Developments:

Mr. Patrick reported- He did reach out to Scott Rd, Prospect School and 75 High Street. Mr. Patrick did hear back from the Prospect Street project. They are getting ready to TV the lateral. Once the footage is complete the WPCA & Wright pierce will review and will make the decision whether the laterals can be used or if they will need to install a new lateral.

6c. Follow Up Discussion - Jet Truck:

Mr. Wells reported- The Jet truck is going to be delivered Thursday (June 18th). Friday there will be a training for the Operators. As far as the old jet truck we were offered \$10,000.00 (ten thousand dollars) from Truck Builders so once we are comfortable with the new truck we will sell it.

6d. Follow up Discussion- OSHA Inspection Update:

Mr. Patrick reported- All of the OSHA citations have been abated, and all the trainings have been completed.

6e. Follow up Discussion – Belt Filter Press:

Mr. Wells reported- The week of 5/29/26 he reached out to Universal Process Equipment multiple times and they never got back to him. He then reached out to Gary and told him that he can purchase the belt press for \$10,000.00 (ten thousand dollars) as previous discussed.

7. New Business:

a. Discussion & Voting- Purposed 2025/2026 Operating Budget:

Upon a motion made by Mr. Murphy and seconded by Mr. Maloney it was VOTED: to accept the \$2,234,021.75, 2026/2027 WPCA operating budget as presented. Roll call was taken and the motion passed unanimously.

b. Discussion & Voting- 2026/2027 Sewer Use Fees & All Other Related Fees:

Upon a motion made by Mr. Maloney and seconded by Mr. Murphy it was VOTED: to set the sewer use fee at \$530.00 per unit effective with the October 1, 2026, billing cycle. (\$25.00 Increase) Roll call was taken, and the motion passed unanimously.

Upon a motion made by Mr. Maloney and seconded by Mr. Armbruster it was VOTED: to set the sewer connection fee at \$2500.00 effective July 1, 2026. Roll call was taken, and the motion passed unanimously.

Upon a motion made by Mr. Maloney and seconded by Mr. Murphy it was VOTED: to set the sewer connection/ disconnection/ reconnection and line repair permits at \$100.00 effective July 1, 2026. Roll call was taken, and the motion passed unanimously.

Upon a motion made by Mr. Maloney and seconded by Mr. Murphy it was VOTED: to set the reconnection fee at \$500.00 as a result of an increase or decrease in the lateral connection effective July 1, 2026. Roll call was taken, and the motion passed unanimously.

Upon a motion made by Mr. Maloney and seconded by Mr. Armbruster it was VOTED: to set the dumping fee at \$85.00 per 1,000 gallons, \$8.50 for each additional 100 gallons effective July 1, 2026. Roll call was taken, and the motion passed unanimously.

Upon a motion made by Mr. Maloney and seconded by Mr. Murphy it was VOTED: to set the recreational vehicle dumping fee at \$5.00 per 50 gallons of domestic sewage (Plymouth Residents Only) effective July 1, 2026. Roll call was taken, and the motion passed unanimously.

Upon a motion made by Mr. Maloney and seconded by Mr. Armbruster it was VOTED: to set the sewer discharge permit application fee (Industrial) at \$500.00 effective July 1, 2026. Roll call was taken, and the motion passed unanimously.

Upon a motion made by Mr. Maloney and seconded by Mr. Murphy it was VOTED: to set all existing and renewals discharge application fees at \$200.00 effective July 1, 2026. Roll call was taken, and the motion passed unanimously.

Upon a motion made by Mr. Maloney and seconded by Mr. Armbruster it was VOTED: to set the Fats, Oils and Grease (FOG) permit application at \$250.00 effective July 1, 2026. Roll call was taken, and the motion passed unanimously.

Upon a motion made by Mr. Maloney and seconded by Mr. Armbruster it was voted to set the discharge limits and fees into the treatment facility as follows:

- Biochemical Oxygen Demand (BOD) Limit 200 mg/l - \$0.48 per pound over 200 mg/l
- Suspended Solids (SS) Limit 200 mg/l - \$0.84 per pound over 200 mg/l
- Nitrogen Pounds - \$1.78 per a pound of discharge
- Remediated Ground Water/ Temporary Discharge - \$0.15 per a gallon, \$15.00 per 100 gallons, \$150.00 per 1000 gallons

Effective July 1, 2026. Roll call was taken, and the motion passed unanimously.

c. Discussion & Voting- Wright Pierce Invoice #0000252016 in the amount of \$9,876.61:

The Statement was reviewed. A brief discussion ensued. Upon a motion made by Mr. Maloney and seconded by Mr. Murphy, it was VOTED: To pay invoice #0000252016 in the amount of \$9,876.61. Roll call was taken and the motion passed unanimously.

d. Discussion- Budget Report & Line-item Transfers:

(See Attachment) A brief discussion ensued regarding the line item transfers.

e. ICS Account – Interest and Fees Update:

For the month of May we accumulated \$5,552.03 in interest and the fees were \$77.25.

f. Discussion – Rate Book Report May & Northwest Mutual Statement May:

A brief discussion ensued regarding the status of Northwest Mutual. The current collection rate is at 79.74% for the month of May 2026.

g. Discussion- Resignation of Vice Chairman, James Maloney:

The board thanked Mr. Maloney for his years of service and congratulations on the new home. Mr. Andrews asked Mrs. Dell'Aera to find out what the process is to make Mr. Carey a regular member.

8. Public Comment:

Melanie Church 328 Main St. Terryville wanted to let us know the board of finance is doing transfers on Thursday. Mr. Patrick replied, "We, are able to make our transfers through email.

9. other Business:

Mr. Murphy questioned if the plate in the blower building was able to be taken off. Mr. Wells replied they have not worked on it yet, but it is on the to do list.

Mr. Andrews conveyed the cost of the plant upgrade to the mayor's office. A brief discussion ensued. They are looking at scheduling a telephone conversation to discuss some of the additional work that was put into the upgrade and the findings of the I&I along with the fact that our engineers are now recommending a filtration process.

10. Adjournment: Upon a motion made by Mr. Maloney and seconded by Mr. Murphy, it was: VOTED: To adjourn at 8:16 pm. 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 fluid and cursive, with the first name "Heather" and last name "Dell'Aera" clearly distinguishable.

Heather Dell'Aera
Recording Secretary

Attachments:

Capital Improvement Project Update
CDS Funding
Budget Report and Line Item Transfers

Plymouth WPCA Board Meeting

6/15/2026

Capital Improvement Project Update

I reached out to the town to try and get some information on the approval procedure for the capital funds we are going to receive. I have not heard back yet. The funds include \$50,000 for the blower building and \$15,000 for the plant generator. These funds are for the expenses of planning, engineering and design for both items.

At the last meeting we discussed a few options for spending the funds. We discussed going out to bid and using Wright Pierce and adding the study into the phosphorus design. So I would like to discuss how the board would like to proceed.

As far as the generator goes, I would like to make sure any improvements from the upgrade won't change the sizing of the generator. I think this is something we might want to think about adding to the phosphorus design. That is something we can bring to the Capital Committee if needed. I wanted to see how the board felt about that option.

As far as the Blower Building Engineering Study, I would like to clarify, if we would like to go out to bid for the Blower Building so I can start working on a bid package and have that ready for next meeting.

- Bidding
- Do we need capital committees' approval of bids
- Do we lose any money that is not spent or can that be rolled over to the next fiscal year

Going out to bid for the Blower Building, there could be the potential of the cost exceeding \$50,000, so we would have to decide if we would be willing to cover the difference if needed. The other option would be also adding this to the phosphorus design. This might need approval from the capital committee.

Jason W. Patrick

WPCA Plant Manager

Plymouth WPCA Board Meeting

6/15/2026

CDS Funding

The application documents were sent to EPA for review. There were some small corrections that were needed.

I have been working on getting registered on Sam.gov and Grants.gov. We originally thought we were going to use the Towns accounts but after talking with Vijay (comptroller) he informed that we should register separately as the WPCA. I think I am close to finishing the registration. I sent in documents last week (Adoption of Town Charter and WPCA Board Meeting Minutes). I heard back from Sam.gov today and I need to go in and make some changes regarding our legal business name to Town of Plymouth with a DBA of WPCA. I originally entered the legal business name of Town of Plymouth WPCA. They also asked for more documentation, which I reached out to the town to help with. Other than that, I completed all the required training.

Jason W. Patrick
WPCA Plant Manager

Plymouth WPCA Board Meeting

6/15/2026

Budget Report and Line-Item Transfers

The only line-item transfer made last month was

- Transfer \$390 from Printing (6001.82.8211.000000.55500) to wet well cleaning (6001.82.8205.000000.54301)

Jason Patrick

WPCA Plant Manager