



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

PLYMOUTH, CT  
TOWN CLERK'S OFFICE  
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2026 OCT 27 PM 2:21  
*Shirley Longabaugh*  
TOWN CLERK

The Regular Meeting of the Water Pollution Control Authority was held on Monday October 19, 2026, in the training room of the facility at 35 Canal Street, Pequabuck, CT.

**PRESENT: Regular Members**

George Andrews, JR. Chair  
Phil Armbruster  
Peter Giancesini  
John Murphy  
Joesph Carey, JR

**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 Chair Andrews at 7:01 P.M.

**2. Roll Call Attendance:**

Chairman Andrews took roll call attendance.

**3. Acceptance of Minutes:**

**a. Regular Meeting Minutes- September 21, 2026:** Upon a motion made by Mr. Murphy and seconded by Mr. Giancesini it was VOTED: To approve the Regular Meeting Minutes of September 21, 2026. Roll call was taken, Mr. Armbruster abstained, the motion passed.

**4. Bills and Communications:**

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

Upon a motion made by Mr. Murphy and seconded by Mr. Carey, it was VOTED: To approve the WPCA monthly bills for September 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 September 2026-**

Assistant Plant Manager Mr. Wells reported:

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

**Flow-**

- Average monthly flow was .820 MGD (46.8% of design flow).
- Plant is designed for 1.75 MGD
- 2.8 inches of rain in the month of September.
- Phosphorous discharge: 4.23 lbs./day average
- Total Nitrogen – 80 lbs./day. Our discharge limit is 42 lbs./day.

**Sludge-**

- We trucked out a total of 33,014 dry lbs. of solids or 16.51 dry tons.
- The sludge hauler had an average solids content of 2.9%
- Total gallons hauled out for incineration was 136,500 gallons or 21 tanker loads.

**Efficiency, % Removal-**

- BOD % Removal = 97%
- TSS % Removal = 98%

**5b. Report of the Secretary:** No report

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

**5d. Energy Conversation Issues:** Nothing at this time.

**5e. Capital Improvements Projects:**

**(e1) Discussion – Update on Blower & Service Building Study:**

Mr. Patrick reported- See Attachment-

Mr. Patrick provided an update regarding his correspondence with the Mayor about incorporating the Blower and Service Building evaluation into the phosphorus removal project design while maintaining the buildings as a separate Town responsibility. The Mayor was receptive to the proposal but requested an opportunity to discuss it with the Comptroller before providing confirmation.

**(e2) Discussion & Voting- FY27 – WPCA Capital Improvements Projects-**

Mr. Patrick reported- See Attachment-

Mr. Patrick reviewed the purposed FY27 Capital improvements Projects. There was a brief discussion regarding the condition of the existing equipment, project costs, and the purposed priority order.

Upon a motion made by Mr. Murphy and seconded by Mr. Armbruster, it was VOTED: To approve the submittal of the three FY27 WPCA Capital Improvements Projects in the following priority order: Administration Building HVAC, Pump Station Generators, and Plant Hydrants with final cost estimates to be provided by Mr. Patrick to the Capital Improvements Committee. Roll call was taken, and the motion passed unanimously.

## **6. Old Business:**

### **6a. Follow Up Discussion & Voting – Submittal of Phosphorus Removal Evaluation to DEEP:**

Mr. Patrick reported- He reviewed the phosphorus removal evaluation and provided minor comments to Wright-Pierce. Ms. Kurtz confirmed that the revisions would be incorporated into the final report before submission to DEEP for review.

Ms. Kurtz presented the purposed project timeline and discussed the option of dividing the phosphorus upgrade into two separate contracts to expedite replacement of the existing screw pump system.

The Board discussed the advantages and disadvantages of one versus two contracts, including project costs, construction timelines, funding requirements, and the anticipated referendum. The Board reached a decision to proceed with one contract to reduce additional costs and simplify the design and construction process. Ms. Kurtz will prepare an updated design contract for the board to review at a future meeting.

Discussion also included the importance of public education regarding the project, potential financial impacts on taxpayers and sewer users, and regulatory requirements associated with the facility discharge permit. It was also discussed that the state can charge the town a \$25,000.00 a day fine if the upgrade is not approved.

Upon a motion made by Mr. Murphy and seconded by Mr. Armbruster, it was VOTED: To approve proceeding with the submission of the Phosphorus Removal Evaluation to DEEP. Roll call was taken, and the motion passed unanimously.

### **6b. Follow up Discussion & Voting – Multi Unit Developments / Scott Road Maintenance Agreement:**

Mr. Patrick reported- He received the Sewer Maintenance Agreement for Scott Road. This agreement was sent out to the Town Attorney for review and some minor language changes were made. We are looking for a motion to accept the agreement. Mr. Patrick would then send to the owner of Scott Road to sign. After we receive their signature, then the WPCA Chairman (George Andrews Jr.) would need to sign at the Town Clerks Office.

The Board reviewed the Scott Road Sewer Maintenance Agreement. A brief discussion ensued.

Upon a motion made by Mr. Murphy and seconded by Mr. Carey, it was VOTED: To approve the execution of the Scott Road Agreement on behalf of the WPCA Commission. Roll call was taken, and the motion passed unanimously.

### **6c. Follow Up Discussion – Screw Pump Failure / Godwin pump Replacement:**

Mr. Patrick reported- One of the existing backup pumps developed a head gasket leak during routine testing. The second backup pump was installed and tested successfully and remains operational. The damaged pump will be evaluated to determine whether the engine can be repaired. Mr. Patrick also noted the new Godwin pump is on schedule to ship by the end of October.

## **7. New Business:**

### **a. Discussion – Prior Years Collection Rates:**

See Attachment- Mr. Patrick reported. A brief discussion ensued regarding the splitting of the bill possibly contributing to the decline, as residents are overlooking the second bill. The board discussed additional reminder options, including a calendar reminder sticker, QR codes, and notices through the town website.

**b. Discussion – Budget Report & Line Item Transfers:**

Mr. Patrick reported- No new transfers. Overall the budget is looking good, with chemical and electricity being slightly down a little, due to lower flows. A brief discussion ensued regarding the Bioxide being a little higher, but Mr. Patrick noted the H2S monitoring and treatment system continues to operate effectively.

**c. ICS Account – Interest and Fees Update:**

Mr. Patrick reported- For the month of September we accumulated \$4,250.48 in interest and the fees were \$59.75. It was noted the account has been in place for a year and has generated just over \$73,000.00 in interest earnings to date with total fees remaining under \$2000.00.

**d. Discussion – Rate Book Report August & Northwest Mutual Statement August:**

A brief discussion ensued regarding the status of Northwest Mutual. The current collection rate is 87.07% for the month of September 2026.

**e. Discussion & Voting- Wright Pierce Invoice #0000254507 in the amount of \$12,480.31 and transfer of funds to cover remaining invoice:**

The Statement was reviewed. A brief discussion ensued. Upon a motion made by Mr. Murphy and seconded by Mr. Carey, it was VOTED: To pay invoice #0000254507 in the amount of \$12,480.31 and to transfer \$12,480.31 from the checking account to cover the remaining balance. Roll call was taken and the motion passed unanimously.

**8. Public Comment:**

Melanie Church 328 Main St. Terryville commented during earlier portions of the meeting regarding the Town's purchasing and bidding procedures, stating she thought they raised the threshold to \$25,000.00. She also raised concerns with the potential fines, noting that if the upgrade project is not voted to move forward the town as a whole will be responsible for the fines. It was clarified during the discussion that the potential fine was \$25,000.00 per a day. The Board further explained that the town is not currently being assessed fines, as the WPCA is actively pursuing the necessary improvements and working through the planning, design, and regulatory approval process to maintain compliance with DEEP requirements.

**9. Other Business:**

Mr. Murphy questioned the process of setting up a facebook page to inform the public about the upgrade. Mr. Andrews responded, a follow up meeting with the mayor is anticipated to discuss a public outreach strategy and that would be the perfect time to discuss adding a facebook page or website. There was a brief discussion regarding the facility's American flag, including the installed lighting and procedures for lowering the flag during appropriate observances. The staff continues to make efforts to maintain proper flag protocols.

**10. Adjournment:** Upon a motion made by Mr. Murphy and seconded by Mr. Armbruster, it was: VOTED: To adjourn at 8:25 pm. Roll call vote was taken, and the motion passed unanimously.

Attachments:  
Capital Improvement  
Prior Years Collections

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

# **Plymouth WPCA Board Meeting**

**10/19/2026**

## **Capital Improvement**

I reached out to the Mayor regarding adding the Blower and Service Building evaluation to the Phosphorus design. I mentioned how we would like to include these Buildings in the design and also ensure they are separated and the buildings remain as a town responsibility. The Mayor believes this would be a good approach but wants to speak to the comptroller first. The comptroller is currently away, so I should hear back in the next couple weeks.

As far as the capital improvements we would like to submit for this fiscal year, I have come up with the following.

1. Admin Building HVAC equipment (\$56K in 2025)
2. Station #7 Generator (\$55K)
3. Station 1 Generator (\$55K)
4. Station #5 Generator (\$55K)
5. Plant Hydrants X 10 (\$74K)

I received updated estimates for the three (3) generators and the hydrants. I have also reached out for an updated estimate for the Administration Building HVAC equipment.

I am working on the draft paperwork for our capital improvement projects. I would just like to agree on the priority order.

Jason W. Patrick

WPCA Plant Manager

# **Plymouth WPCA Board Meeting**

**10/19/2026**

## **Prior years Collections**

We looked into the last four (4) years collection rates as of October 1<sup>st</sup>. These percentages represent how much of the sewer use fees were collected during the billing cycle. October 1<sup>st</sup> through September 30<sup>th</sup>. We have budgeted for a 95% collection rate the last 5 years.

2021 / 2022 = 91.4%

2022 / 2023 = 93.6%

2023 / 2024 = 95%

2024 / 2025 = 91.8%

2025 / 2026 = 85.8%

Jason W. Patrick

WPCA Plant Manager