



BOARD OF SEWER COMMISSIONERS
Regular Meeting Agenda
Tuesday, May 16, 2023 6:00 p.m.

Meeting will be held at the Bristol Water & Sewer Department, Water Filtration Plant,
1080 Terryville Ave., Bristol, CT.

1. Call to Order
2. Pledge of Allegiance
3. Moment of Silence
4. Approval of the minutes of the April 18, 2023, Regular Board Meeting
5. Approval of the Department Reports for the Month of April 2023
6. Public Participation
7. Customer Correspondence
 1. 40 Melinda Lane: Sewer Charges
8. New Britain Water
9. Superintendent's Report
10. Old Business
11. New Business
12. Adjournment

Next Meeting: Tuesday, June 20, 2023 at 6:00 pm

BOARD OF SEWER COMMISSIONERS

APRIL 18, 2023 – REGULAR MEETING

PRESENT: Chairperson Phelan; Commissioners Ferrier, Porrini and Cunningham; and Council Liaison Jacqueline Olsen.

ABSENT: Commissioner Dunn

STAFF PRESENT: Superintendent Robert Longo; Assistant Superintendent Keegan and Dawn LaBella, Office Manager.

1) CALL TO ORDER.

Chairperson Phelan called the meeting of the Board of Sewer Commissioners to order at 6:00 p.m.

2) PLEDGE OF ALLEGIANCE.

3) MOMENT OF SILENCE.

4) APPROVAL OF THE MINUTES OF THE MARCH 15, 2023 SPECIAL BOARD MEETING.

On motion of Commissioner Ferrier and seconded, it was voted to approve the March 15, 2023 Special Meeting minutes as presented.

Commissioner Cunningham – abstained.

Motion passed.

5) APPROVAL OF THE MINUTES OF THE MARCH 21, 2023 REGULAR BOARD MEETING.

On motion of Commissioner Porrini and seconded, it was voted to approve the March 21, 2023 Regular Meeting minutes as presented.

Commissioner Cunningham – abstained.

Motion passed

6) APPROVAL OF THE DEPARTMENT REPORTS FOR THE MONTH OF MARCH 2023

On motion of Commissioner Porrini and seconded, it was voted to approve the March 2023 Department Reports as presented.

Commissioner Cunningham – abstained.

Motion passed

7) PUBLIC PARTICIPATION

None

8) CUSTOMER CORRESPONDENCE.

43-45 Murray Rd – Cetka Dalipovski & Luis Elezovski, Property Owners: Mr. Elezovski requested a waiver on his bill since he has not been using his services since the home had a fire. Discussion ensued, customer stated he thought the repairs would be faster so he chose not to have the meter removed.

On motion of Commissioner Ferrier and seconded, it was unanimously voted that no recourse be given to 43-45 Murray Rd – Cetka Dalipovski & Luis Elezovski.
Motion passed.

9) ON-CALL ENGINEERING RFQ.

None.

10) SUPERINTENDENT'S REPORT.

No action taken.

11) OLD BUSINESS.

None.

12) NEW BUSINESS.

None.

13) ADJOURNMENT.

At 6:23 p.m., on motion of Commissioner Ferrier and seconded, it was unanimously voted to adjourn.

ATTEST: _____

Renee M. LaMarre
Water & Sewer Administrative Assistant

CASH STATEMENT SEWER

SEWER OPERATING

BALANCE: MAR 1, 2023	\$	9,569,258.23
ACCOUNTS RECEIVABLE	\$	535,289.67
SERVICE ACCOUNTS	\$	18,270.00
TRANSFERS IN (OUT)	\$	-
DISBURSEMENTS	\$	(461,041.05)
BALANCE: MAR 31, 2023	\$	<u>9,661,776.85</u>

SEWER CAP/NR

BALANCE: APR 1, 2023	\$	6,565,708.86
TRANSFERS IN (OUT)	\$	-
DISBURSEMENTS	\$	(302,350.97)
BALANCE: APR 30, 2023	\$	<u>6,263,357.89</u>

SEWER PAYROLL

BALANCE: APR 1, 2023	\$	155,628.01
TRANSFERS IN (OUT)	\$	190,761.84
DISBURSEMENTS	\$	(190,752.84)
BALANCE: APR 30, 2023	\$	<u>155,637.01</u>

SEWER BILLING

SEWER BILLS RENDERED APR 2023:	\$	615,390.62
SEWER BILLS REMAINING UNPAID AS OF APR 2023:	\$	<u>330,616.04</u>

WPC BUDGET VS. ACTUAL

April-23

Account Description	Project Number	2023	ACTUAL	ACTUAL	%
		APPROVED	APRIL	TO DATE	TO DATE
		BUDGET	2022 2023	2022 2023	2022 2023
INTEREST INCOME		5,000.00		18,011.57	360.23%
SEWER ASSESSMENTS & ADJUSTMENT		20,000.00		4,350.49	21.75%
ASSESS-INT, LIENS & PENALTIES		1,000.00		862.71	86.27%
CUSTOMER DUMPING FEES		85,000.00	13,107.50	79,988.00	94.10%
COMMERCIAL SEWER USER FEE		1,752,000.00	172,496.82	1,594,146.93	90.99%
DOMESTIC SEWER USER FEE		4,735,000.00	387,658.49	3,965,784.24	83.75%
FACTORY SEWER USER FEE		200,000.00	33,094.54	167,764.16	83.88%
PUBLIC SEWER USER FEE		292,500.00	23,494.02	278,233.28	95.12%
SEWER CONNECTION PERMITS		115,000.00	17,100.00	62,130.00	54.03%
MISCELLANEOUS-OTHER		14,500.00		3,866.99	26.67%
BUDGETARY FUND BALANCE UNRESTR		0.00		0.00	
F.O.G. PERMITS		0.00		12,100.00	100.00%
MISC REVENUE LIENS		25,000.00	1,400.00	9,300.00	37.20%
SEWER PENALTY FEE		45,000.00	-25.27	38,860.88	86.36%
				0.00	
		7,290,000.00	648,326.10	6,235,399.25	85.53%

Account Description	Project Number	2023	ACTUAL	ACTUAL	%
		APPROVED	APRIL	TO DATE	TO DATE
		BUDGET	2022 2023	2022 2023	2022 2023
REGULAR WAGES-WPC		1,743,505.00	121,757.27	1,247,715.66	71.56%
OVERTIME WAGES & SALARIES		53,675.00	4,023.84	42,272.46	78.76%
OTHER WAGES		21,200.00	1,835.80	19,077.39	89.99%
PUBLIC WORKS PLOWING		0.00		2,103.59	0.00%
WORKERS' COMP SALARY		0.00		0.00	0.00%
LIFE INSURANCE		2,825.00	226.50	2,112.00	74.76%
WORKERS COMPENSATION INS		97,000.00		0.00	0.00%
DISABILITY INSURANCE		550.00		0.00	0.00%
F.I.C.A. & MEDICARE		139,105.00	9,212.64	93,481.68	67.20%
CLOTHING ALLOWANCE		0.00	368.57	1,928.32	100.00%
PROFESSIONAL FEES & SERVICES		150,000.00	148.00	44,359.01	29.57%
ADMINISTRATIVE FEES		76,000.00		29,520.00	38.84%
PUBLIC UTILITIES		690,050.00	50,144.44	441,899.84	64.04%
WATER & SEWER CHARGES		12,250.00	4,308.39	12,657.91	103.33%
TIPPING FEES		1,214,115.00	79,321.63	735,004.58	60.54%
REFUSE		670.00		182.20	27.19%
REPAIRS & MAINTENANCE		64,000.00	9,234.62	87,170.62	136.20%
COLLECT SYSTEM MAIN & REHAB		120,000.00	981.00	141,149.13	117.62%
MOTOR VEHICLE SERVICE & REPAIR		17,000.00	3,062.66	15,343.12	90.25%
MAJOR REPAIRS		150,000.00		91,037.22	60.69%
RENTS & LEASES		4,580.00		3,523.35	76.93%
LIABILITY INSURANCE		88,000.00		14,730.48	16.74%
TELEPHONE		2,600.00	167.06	1,588.67	61.10%
POSTAGE		100.00		0.00	0.00%

WPC BUDGET VS. ACTUAL

April-23

Account Description	Project Number	2023	ACTUAL	ACTUAL	%
		APPROVED	APRIL	TO DATE	TO DATE
		BUDGET	2022 2023	2022 2023	2022 2023
TRAVEL REIMBURSEMENT		100.00		0.00	0.00%
PRINTING & BINDING		250.00		0.00	0.00%
ADVERTISING		500.00		0.00	0.00%
LABORATORY SUPPLIES		15,000.00	1,634.51	14,391.60	95.94%
MAINT SUPPLIES & MATERIALS		675,000.00	130,699.74	473,410.86	70.13%
PROGRAM SUPPLIES		63,000.00	2,822.85	48,109.17	76.36%
NATURAL GAS		33,000.00	4,669.10	23,641.63	71.64%
GENERATOR FUEL		0.00		8,389.81	100.00%
MOTOR FUELS		28,500.00	3,769.61	22,048.87	77.36%
MOTOR VEHICLE PARTS		4,500.00		3,139.03	69.76%
TIRES		6,000.00		2,755.80	45.93%
OFFICE SUPPLIES		2,500.00	19.83	5,161.11	206.44%
CONFERENCES & MEMBERSHIPS		630.00		357.00	56.67%
SCHOOLING & EDUCATION		3,000.00	55.00	2,831.25	94.38%
LIEN FEES		4,500.00	605.00	5,660.00	125.78%
CONTINGENCY		130,000.00		0.00	0.00%
MISCELLANEOUS		10,450.00		0.00	0.00%
REFUNDS OF SEWER USE FEES		2,500.00		0.00	0.00%
REPLACEMENT CCTV GROUT TRUCK	22008	45,000.00		45,000.00	100.00%
REPLACEMENT IVY DR PUMP	23001	15,000.00		0.00	0.00%
BOOSTER PUMP FOR PLANT WATER	23002	10,000.00		0.00	0.00%
PRESSROOM BOOSTER PUMP	23003	5,000.00		1,521.54	30.43%
REPLACEMENT PICKUP FOR SEWER	23004	40,000.00		0.00	0.00%
REPLACEMENT LAB SPECTROPHOTOMETER	23005	5,500.00		5,387.80	97.96%
REPLACEMENT BACKHOE	23006	150,000.00		147,350.00	98.23%
COMPUTER MAINT MGMT SOFTWARE	23007	7,990.00		0.00	0.00%
		5,905,145.00	429,068.06	3,688,662.70	62.47%
TRANSFER TO GENERAL FUND		3,000.00		0.00	0.00%
TRANS OUT CWF		610,225.00	12,700.59	481,551.82	78.91%
TRANSFER OUT DEBT SERVICE		156,500.00		154,751.25	98.88%
TRANSFER OUT CAPITAL PROJCTS		136,390.00		0.00	0.00%
TRANSFER OUT INTERNAL SERVICE		478,740.00	30,902.12	365,695.71	76.39%
TRANSFER OUT SELF INS W/C		0.00		0.00	
		1,384,855.00	43,602.71	1,001,998.78	72.35%
		7,290,000.00	472,670.77	4,690,661.48	64.34%
BAR SCREEN ASSEMBLY	22013	400,000.00	254,541.53	359,168.09	89.79%

WPC BUDGET VS. ACTUAL

April-23

Account Description	Project Number	2023 APPROVED BUDGET	ACTUAL APRIL 2022 2023	ACTUAL TO DATE 2022 2023	% TO DATE 2022 2023
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CARRYOVERS FROM PREVIOUS BUDGET YR

REHAB THICKENED SLUDGE TANK	20C11			395,692.57	
SEWER COLLECTION SYSTEM REHAB	20C10			94,589.80	
MINOR ST PS GENERATOR	21006			43,621.00	
HEADWORKS ROOF REPLACEMENT	22011			97,994.00	
REPLACEMENT CCTV GROUT TRUCK	22008			31,282.45	
ASSET MANAGEMENT	22016			909.24	
MANHOLE REHAB	18C06			17,562.53	
MANHOLE REHAB	20C09			19,414.49	
CAMERAS & SOFTWARE	22009			24,027.61	
CLARIFIER DRIVE REPLACEMENT	22038			84,800.00	



City of New Britain

DEPARTMENT OF PUBLIC WORKS

*"New Britain:
A City for
All People"*

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May 11, 2021

Ms. Elizabeth Phelan, Chairperson
Bristol Board of Water & Sewer Commissioners
Water Treatment Plant
1080 Terryville Avenue
Bristol, CT 06010

Subject: City of New Britain, Connecticut
White Bridge Waterworks Facility - Water and Sewer Services

Dear Ms. Phelan:

Please find enclosed drawings and project narrative, for review and discussion, to the City of Bristol's Board of Water & Sewer Commissioners for the White Bridge Waterworks Facilities Upper and Lower Wellfields and Pond Pumping Station project located on Maltby Street, Bristol, CT.

The New Britain White Bridge Waterworks Facilities Upper and Lower Wellfields and Pond Pumping Station project aims to redevelop the raw water production wells at the Upper and Lower Wellfields. Additionally, the three existing pumping stations, which have all outlived their useful lives, will be replaced with a single Pond Pumping Station to pump supplemental raw water from the supply pond at White Bridge to the Shuttle Meadow Reservoir for treatment at the Shuttle Meadow Reservoir Water Treatment Plant. The new Pond Pumping Station will also provide space for future chemical treatment of Lower Wellfield groundwater, which will supply the nearby interconnection between New Britain and Bristol on Stafford Avenue with potable water. Currently, the interconnection is supplied by a 7-mile long 24-inch transmission main from New Britain's distribution system.

The White Bridge Waterworks Facility currently does not have lavatory facilities and therefore does not have domestic water or sewer services from the City of Bristol. For building code compliance, the newly proposed Pond Pumping Station will include a lavatory and require domestic water service and a sewer connection. Two options have been developed to supply the new Pond Pumping Station with domestic water and sewer service, either from the City of Bristol or from the City of New Britain. The options are summarized, below, and are presented in the attached drawing sheets.

Option 1: New Britain Supplied Domestic Water Service and Bristol Sewer Service (As-Designed)

- Proposed design includes rehabilitating the existing 20-inch cross country water main and converting it as a potable water main from Stafford Avenue to the White Bridge Waterworks Facilities. This 20-inch main will be used for the future potable water produced by chemical treatment of Lower Wellfield water and/or for potable water from the New Britain distribution system. **Domestic water service would be provided by New Britain from this potable water line.**
 - A yard hydrant will be tapped off this line to the front of the facility to provide building fire protection instead of a hydrant located on Maltby Street.
 - Hydrants on the potable water main at the White Bridge Facility will allow New Britain to flush the 24-inch potable supply line from the New Britain distribution system past the interconnection with Bristol.
- Proposed design includes a 1.5-inch HDPE sanitary sewer force main running east along the White Bridge Facility property line on Maltby Street to the nearest Bristol sewer manhole for a lateral connection.
- **The City of New Britain is seeking a waiver to obtain a sewer-only service account with the City of Bristol.**
 - Domestic water usage and sanitary sewer flows would be metered at the White Bridge Facility for the City of Bristol's sewage accounting.
- **The City of New Britain is seeking a waiver to suspend the 1.5-inch HDPE sanitary sewer force main from the side of the Maltby Street Bridge to cross the Copper Mine Brook. The 1.5-inch HDPE sewer force main would otherwise be located within the New Britain owned White Bridge Facility property along Maltby Street.**
 - The City of New Britain would provide maintenance of the 1.5-inch HDPE sewer force main crossing.

Option 2: Bristol Supplied Domestic Water and Sewer Services via Mix Street (in accordance with City regulations)

- Domestic water service supplied by City of Bristol from Maltby Street, requiring a water main extension from Mix Street to the White Bridge Facility driveway (approximately 1,200 linear feet).
- Sanitary sewer service supplied by the City of Bristol from Maltby Street, requiring a sewer extension from Mix Street to the White Bridge Facility driveway (approximately 1,200 linear feet).
- **This option will significantly increase the scope and cost of this already expensive project. It is estimated requirements of this option will increase the overall project cost by approximately \$520,000.**

- **As both parcels of land adjacent to Maltby Street are owned by the City of New Britain and cannot be developed due to source water protection purposes, the White Bridge Facility will be the only service on both the water and sewer main extensions under this option.**

Please see the enclosed drawings depicting both options described above.

Sincerely,



Ramon Esponda, P.E.
Deputy Director of Public Works Utilities
City of New Britain, Connecticut

cc: Mr. Joe Laliberte, P.E., CDM Smith
Ms. Vinta Varghese, P.E., CDM Smith
Mr. Sebby Amenta, P.E., CEI