

Received 5/3/2021 @ 10:30 AM
Christy Spangali, Asst

MEMBERS OF THE WPCA THAT ARE UNABLE TO ATTEND THIS MEETING, PLEASE CALL
ETHER DIAZ, (860) 644-2511, EXT. 243, ON OR BEFORE 4:30 P.M. ON THE DAY OF THE
MEETING

**WATER POLLUTION CONTROL AUTHORITY
TOWN OF SOUTH WINDSOR**

**PUBLIC HEARING/REGULAR MEETING
VIRTUAL MEETING
SOUTH WINDSOR TOWN HALL**

**AGENDA
REVISED**

**TUESDAY, MAY 4, 2021
7:00 P.M.**

**This meeting can be viewed on Cox Channel 16 or Channel 6082 if your provider is Frontier and
will be live streamed on the Town's website at <http://gmedia.swagit.com/live>.**

**WEBEX Conference Call-In Number: 855-925-2801
Meeting Code: 7930**

PUBLIC HEARING

1. Proposed Water Pollution Control Budget, proposed Sewer User Charges, Surcharges, Sewer Assessment Schedules, and Septic Disposal Fees for Fiscal Year 2021/2022.

Public is welcome to email comments to wpcacomment@southwindsor-ct.gov or to call in through the above referenced WEBEX call. WPCA member will not respond to any public comments/questions.

REGULAR MEETING

A. Roll Call

B. Acceptance of Minutes of Previous Meeting

1. April 6, 2021 Regular Meeting

C. New Business

1. Sewer Use Appeal Hearing
 - i. Commercial Sewer Use Bill – 310 Nutmeg Road
2. Review of South Windsor Water Pollution Control Authority Rules and Regulations Section 5.3 – (Discussion - Stephen Wagner)

D. Communications and Reports

1. Superintendent Report

E. Public Participation (Items not on the agenda)

F. Bills, Change Orders, Disbursements

G. Unfinished Business

1. Fiscal Year 2021/2022 Budget, Sewer User Fees and Qualified Income Discount Program (Discussion)

H. Executive Session

I. Adjournment

How to participate through the WEBEX Conference Call:

Call-in Number: 855-925-2801

Meeting Code: 7930

1. When you call the phone number, you will hear welcome to public input.com and it will ask for the code. Type the code in. The message repeats if you do not enter the code right away.
2. You will hear, Welcome to the meeting line for "WPCA Meeting", you are joining with your microphone muted, for more options press * (star).
3. It is not on the menu, but during the public input portion of the meeting, pressing *3 will show you want to speak and you will be entered into a queue. When it is your turn to speak, you will hear a voice announcement. While in the queue, you will be in the waiting room and will hear the meeting audio. For more options press * (star).
4. When your speaking time is through, you will hear a message, Thank you for speaking you are now muted, you can request to speak again by pressing *3

**WATER POLLUTION CONTROL AUTHORITY
TOWN OF SOUTH WINDSOR**

RECEIVED
JUN 10 2021
[Signature] TC
12:20 pm

**MINUTES
VIRTUAL MEETING**

**PUBLIC HEARING & REGULAR MEETING
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PUBLIC HEARING

Members Present: Thomas Ruby, Erik Dabrowski, Carol Fletterick, Steven King, Jr., Toby Lewis, and Stephen Wagner

Members Absent: Ashwatha Narayana

Alternates Present: Shawn Jacobaccio

Alternates Absent: Vicki Paliulis

Staff Present: Tony Manfre, Superintendent of Pollution Control
Michael Lehmann, IT Technician/Webmaster

1. Proposed Water Pollution Control Budget, proposed Sewer User Charges, Surcharges, Sewer Assessment Schedules, and Septic Disposal Fees for Fiscal Year 2021/2022.

Chairman Thomas Ruby called the Water Pollution Control Authority (WPCA) Public Hearing/Virtual Meeting to order at 7:02 p.m. Mr. Ruby explained that the public is welcome to email comments to wpcacomment@southwindsor-ct.gov or to call in through the WEBEX Conference Call-In Number 855-925-2801; meeting code 7930.

Included with the Agenda was a copy of the Legal Notice (See Exhibit A); a copy of the proposed Sewer User Charges (see Exhibit B) and copy of the proposed Water Pollution Control Budget (see Exhibit C). Mr. Tony Manfre, Superintendent of Pollution Control explained that the proposed sewer user rate is \$415; the commercial sewer rate is \$415 per 79,000 gallons. The calculated user fee remains at \$415 for the third year in a row. At this time Chairman Ruby asked if there was any comments from the public via email or through the WEBEX Conference Call-In. There were no comments. The Chairman noted that due to the virtual nature of the session, any comments received after the closing of the public hearing would be appended to the record.

Motion to adjourn the public hearing at 7:06 p.m.

The motion was made by Mr. Toby Lewis and seconded by Mr. Erik Dabrowski.
The motion carried unanimously

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REGULAR MEETING

Chairman Thomas Ruby called the Regular Meeting/Virtual Meeting to order at 7:06 p.m. The following actions were taken during the May 4, 2021 Regular Meeting.

A. Roll Call

Members Present: Thomas Ruby, Erik Dabrowski, Carol Fletterick, Steven King, Jr., Toby Lewis, and Stephen Wagner

Members Absent: Ashwatha Narayana

Alternates Present: Shawn Jacobaccio and Vicki Paliulis at 7:39 p.m.

Alternates Absent:

Staff Present: Tony Manfre, Superintendent of Pollution Control
Michael Lehmann, IT Technician/Webmaster

Others Present: John Filloramo
Tim Shepard

B. Acceptance of Minutes of Previous Meetings

1. April 6, 2021, Regular Meeting

Motion to accept the minutes of the April 6, 2021 Regular Meeting as presented.

The motion was made by Mr. Toby Lewis and seconded by Mr. Erik Dabarowski. Mr. Stephen Wagner abstained. The motion passed.

C. New Business

1. Sewer Use Appeal Hearing
 - i. Commercial Sewer Use Bill – 310 Nutmeg Road

Mr. John Filloramo, Appellant was in attendance this evening. However, he was having technical problems streaming the meeting. Chairman Ruby offered Mr. Filloramo the option to continue his audio presentation or to postpone this matter until next month when the WPCA is expected to meet in person at the Town Hall. Mr. Filloramo agreed to postpone this matter until the next WPCA meeting in June.

2. Review of South Windsor Water Pollution Control Authority Rules and Regulations Section 5.3 – (Discussion – Stephen Wagner)

Included with the Agenda was a copy of the WPCA Rules and Regulations Section 5.3 (see Exhibit D). Mr. Stephen Wagner explained that Mr. Tim Shepard, property owner of NuWay Tobacco reached out to him after he had an event occur where his lateral failed under the street and it was their responsibility to repair the line. They had a general discussion on the current Rules and Regulations Section 5 as it states

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that it the responsibility of the property owner to repair the lateral. Is it fair, asked Mr. Wagner and that's the reason for this discussion.

Mr. Tim Shepard, property owner of NuWay Tobacco located at 200 Sullivan Avenue, South Windsor, CT was in attendance this evening and explained that the sewer lateral at said location had plugged up and they had the pipe inspected with a camera. The sewer lateral stub had been put in by the town and subsequent to that Nuway tied into it. The lateral seems to go out at a regular depth from Nuway across the road and then when it gets near the main there's an elbow that drops it down to tie in to the main. One of the camera crew found out that the pipe was compromised by a rock puncturing and collapsing the pipe. Mr. Shepard explained that he reached out to the town to figure out the alternatives of repairing the line. The first thing was to try to put a sleeve in it, however, that was not doable so it was decided to plug the pipe in an attempt to prevent soil from going in to the sewer line. That was an expense of over \$24,000 and they tied in to the sewer for an additional \$25,000 into a main discharge line of the company. Mr. Shepard explained that he called Mr. Wagner to see what the policy is. He understands that it relates to the customer being liable for maintenance of the lateral, however, he thinks that when a homeowner or a company ties into the sewer, they are not aware of the technical aspects. He expressed that as a tax payer he wouldn't mind if once the Town approves that connection, it becomes part of the Town's infrastructure so that the home owner will only have to worry about the edge of the property line to maintain. He expressed that there could be other small businesses that all of the sudden are going to pay \$25,000 which wasn't to dig the road up, that was just to camera and plug the pipe. "If we had to dig the road, I don't know what the cost would have been", said Mr. Shepard. Therefore, he recommended the Authority to take a look at the current policy and make it part of the town's infrastructure. He expressed that the number of failures is pretty small compared to the overall budget. It would be worthwhile having the town consider going to a property line. Once the town have inspected and approved the connection they should continue to maintain it.

Mr. Wagner read into the record Section 5.3 of the WPCA Rules and Regulations (see Exhibit D). It is very clear that the Town doesn't cover the repair of the sewer, said Mr. Wagner. He explained that he called his homeowner's insurance company and asked "what would happen to me if something happens to my lateral on the city side". They said "we will only cover you up to the property line". Mr. Wagner expressed that it will personally put him in a great deal of risk if something happens where they have to dig up the road and he wouldn't have an alternative place to connect. Maybe it will be fair to be advisable for the rate payers to share the risk of things that happen over the property line. Mr. Wagner explained that he doesn't know how often this sort of thing happens and asked Mr. Manfre to provide some information.

Mr. Manfre explained that when the Town staff typically receive phone calls, a lot of the issues that homeowners deal with are blockages and it can be due to a variety of reasons. It could be due to roots or rags in the line or it could just be fats oils and grease blocking the line. That will be something to consider if there's a policy

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change, said Mr. Manfre. Where is the blockage and who's liable for paying to have that cleared. As far as crushed laterals, Mr. Manfre explained that he doesn't personally know but the town's infrastructure is beginning to see pipe deterioration due to age. The WPC is starting to make investments into the sewer pipes where it is needed to be relined before it needs to be replaced which is a greater cost. Mr. Manfre also explained that some of these homes may be 50, 60, 70 years old. Although the Town deals with a greater flow and the sulfite levels are much greater than what's coming out of the residential house, they are going to be facing the same issues in the future. A lot of the pipes that have been rehabilitated at this point are typically in the industrial area of town, said Mr. Manfre; this is due to high levels of sulfites essentially deteriorating the pipe which makes it unstable and in need of replacement.

Mr. Stephen Wagner explained that he sees the distinction between a clog which could be cleared by a Roto Rooter type service and a situation where there's a structural failure on the town side. If there's a clog it can be cleared from inside the house assuming in almost all cases it goes away and probably doesn't clog again for years and years, said Mr. Wagner. But if there's a structural failure there will be serious expenses. He expressed that if the Authority is going to reframe the policy they should focus on structural failure versus ordinary clogs. Mr. Wagner also explained that recently he was having some issues with the sewer pipe and he had it inspected. It turned out that there were no problems in the pipe, however, the problem could have been a failure of the pipe. Since his homeowners insurance would not cover a sewer repair which could have been a very expensive cost for him or any other homeowner, Mr. Wagner said that as a community they should absorb the risk of a fairly rare event which could be a catastrophe for a homeowner.

Mr. Manfre responded that there is a total of 8800 sewer users in Town (residential, commercial and industrial); there's essentially 8800 connections to the sanitary sewer system. The town's right of way for roadways is 50'; theoretically if there's a policy change the town will be acquiring essentially 25 feet on either side of the road of the pipe which equates to an additional 42 miles of sewer line. In looking at the proposed budget, Mr. Manfre explained that he removed \$250,000 out of the capital improvements designated for manhole and pipe rehabilitation to maintain the sewer user rate of \$415. Mr. Manfre explained that he is trying to use the money the best they can, however, he's concerned if they are taking on an additional 42 miles of sewer line. This will mean that at some point there will be a significant increase in the sewer user fees. Currently there's 130 miles of sewer to maintain and taking on another 42 miles is a large increase in infrastructure that needs to be maintained.

Chairman Thomas Ruby asked if the pipes are inspected using the camera system. That is correct, responded Mr. Manfre. Does the camera system have the capability to check the laterals, asked Chairman Ruby. No, responded Mr. Manfre and explained that they can only pull up next to a lateral and turn the camera head. Chairman Ruby expressed that they don't have a way of examining the laterals effectively to anticipate a problem; they have to run the camera through each lateral.

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Correct, responded Mr. Manfre and explained that if they have to do that they'll probably have to access homeowner's homes to do a proper inspection.

Mr. Toby Lewis expressed that in comparison with other towns and WPC Authorities he's assuming that the current policy is best practice. Is that correct, he asked. Mr. Manfre responded that as far as he's aware, everyone that he has spoken to, the town only owns the main line in the road. Other municipalities have similar policies for the simple fact that the point of connection is a fixed point. The policy in place is in the best interest of the town. The town is struggling to maintain the infrastructure as it is and taking an additional 40 miles of sewer line is very concerning.

Mr. Lewis asked if it is possible to have a partial solution that can perhaps benefit everybody. There's going to be a cost to doing that, responded Mr. Manfre. There's a fixed point where the Town owns the pipe and the homeowner owns the pipe. There's a cost if you start moving off of that.

Chairman Ruby explained that Mr. Manfre noted that the town's right of way is 50 feet. If the road is only 30 feet wide that extra 10 feet on either side that might well be the homeowner property with the right of way on it. That is correct, said Mr. Manfre. Chairman Ruby expressed "that makes things a little murkier in terms of where is the line". He explained that he understands that the point of connection provides certainty as the responsibility and other alternatives become less certain.

Mr. Manfre explained that when the sewer is constructed, they lay the main trunk line and then they'll run stubs to each property and if the property doesn't connect they'll just put a cap on it. If they do connect, the connection is made and inspected and then at that point it becomes the property owner's responsibility to maintain the lateral. The purpose of doing that is so that if the property doesn't connect during construction they don't have to dig up the road to get to the sewer line when they do connect; so it'll be less intrusive on the constructed road way.

Mr. Erik Dabrowski expressed that to his understanding many home owner policies do not cover repairs of sewer laterals. The homeowner needs to obtain a linebacker coverage or a sewer line coverage with regards to the property line. He recommended educating people that they can have a sewer failure that might not be covered in the homeowner policy and that they should look into extra insurance. That extra insurance would cover the stub, the point of connection to the home. Mr. Dabrowski asked Mr. Manfre that if the Authority was to take this on and there's a clog that happens on the property line or lateral leading to the home, who's responsibility is that to clear? Mr. Manfre responded that is going to be a concern as well as they are leaving it up to the plumber to say where the clog was; the person clearing the blockage. They measure it out so that they know where the blockage is. However, if it's 10 feet down the pipe but is still on the property side there is a possibility that they can say that it was 30 feet down on the town side and then the town ultimately will be responsible to reimburse the homeowner for the expense. The current policy states that the homeowner is responsible to clear their lateral if the

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blockage is theirs. If there's a blockage in the town's sewer line and sewage backs up into a house then the town will be responsible and will pay for the cleanup.

Mr. Tim Shepard explained that these sewer failures don't happen that often and he understands now why the Town wouldn't want to get into this. However, it will be fine with him if the Town notifies the users of their liability should there be a sewer failure.

Chairman Ruby explained that last year included with the residential sewer bill was a brochure that did mention who's responsible for the lateral and a discussion about fats oil and grease. Perhaps that should be a larger point of emphasis this year at least to get the information to each customer. Mr. Manfre agreed and explained that it will be a good opportunity to inform people especially now that the sewer pipes are reaching the end of their useful life. Mr. Dabrowski recommended telling the homeowners that there's insurance available out there that will cover the line itself and advising them to look into it to make sure it's covered on their homeowner policy.

This seems like a risk management issue, said Mr. Wagner. He explained that he has homeowner insurance and even has the line backup coverage but he doesn't know what the limits are. As a community the best way for the Authority to manage this risk is to say that if the sewer pipe in the property line clogged up by roots, rags or debris it is the responsibility of the property owner to clean out. However, if there's a structural failure in the pipe that can be demonstrated with a camera and be demonstrated to be under the road or under the side walk, maybe the Town would incur some of the cost. There's really no way for the homeowner to adequately manage this risk and I don't believe a linebacker insurance will recover what Mr. Shepard just went through, expressed Mr. Wagner.

Chairman Ruby responded that he believed the linebacker program is through CT Water and deals with potable water line. Mr. Dabrowski responded that there's similar insurances available; an insurance that will cover the sewer lateral. He does not agree that the Town should get involved. It should be that the main line is the Town's responsibility and the laterals point of connection is the property owner's responsibility.

Chairman Ruby asked if there were any other comments or questions. Mr. Wagner asked if the only action the Authority is taking is that they are going to promote linebacker or some other program to the property owners. Chairman Ruby responded that the Authority will advise them that such things are available and provide some sort of messaging that the laterals are their responsibility rather than promoting a specific program. Mr. Dabrowski responded that the property owners should be notified that they are responsible if there's a problem. He stated that it's a lot for the town get into especially with the different issues that they are trying to keep within the budget.

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Mr. Steven King, Jr. stated that he agrees with Mr. Erik Dabrowski. However, he thinks that the notification to the people should be in a wording that they'll understand what's in it for them.

Chairman Ruby asked Mr. Shepard if the discussion met his goal. Mr. Shepard responded that making homeowners and land owners aware of the situation is great. He thanked the Authority for taking the time to discuss this matter.

Mr. Stephen Wagner asked Mr. Manfre how many of these structural failures of lines and laterals have occurred every year on average. Mr. Manfre responded that's a question for the Engineering Department to answer. When this happens a permit needs to be issued for the repair. Chairman Ruby thanked Mr. Shepard for bringing this matter to their attention.

D. Communications and Reports

1. Superintendent Report

Mr. Tony Manfre reviewed his report (see Exhibit E). He also explained that the following information was received from the Collector of Revenue: the 2021 commercial rate for the most recent sewer bills is 75.82%; the residential collection rate is 97.79% which surpasses last year's collection rate of 97.71%. The delinquent balance is in the amount of \$209,000 and in April the delinquent balance was \$237,000. She's collected almost \$30,000 in delinquent sewer fees by utilizing the State Marshall, said Mr. Manfre. Also, the Collector of Revenue is in the process of renewing alias tax warrants for the residential accounts for the State Marshal for the month of May. In compliance with the Standard Operating Procedures (SOP) they will be mailing commercial sewer demand/intent to lien notices so that liens may be placed no later than July 1st.

Chairman Ruby asked if there were any questions or comments.

Mr. Stephen Wagner asked if the capital improvements for the Clark Street pump station is completed. They reason why he asked is because the 2020 energy usage in the Clark Street pump station is 13% lower than what was reported in 2019. He's not sure what amount is due to COVID but he's beginning to see the benefits of some of the improvements that have been done in previous years. Mr. Manfre responded that they've installed variable frequency drives for the pumps which helps to save electricity. Some of it could be COVID effect but a lot of it have to do with the VFD.

Ms. Carol Fletterick recommended sending a letter to Mr. Jim Kavanaugh congratulating him on passing the Class III Wastewater Operator exam on behalf of the Authority. Everyone agreed and Chairman Ruby will write a letter to Mr. Kavanaugh on behalf of the WPCA.

There were no further comments or questions.

E. Public Participation (Items not on the agenda)

None

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F. Bills, Change Orders, Disbursements

None

G. Unfinished Business

- a. Fiscal Year 2020/2021 Budgets, Sewer User Fee and Income Eligible Discount Program (Decision)

Mr. Tony Manfre explained that the proposed budget remains the same from last meeting. He did not receive any phone calls or emails with questions. Also, the proposed sewer user rate of \$415 remains the same for the third year in a row.

Chairman Ruby stated that included with the Agenda was a 10 year capital improvement plan chart (see Exhibit F). He asked Mr. Manfre if he had any comments on it. Mr. Manfre explained that he included a copy of the 10 year capital improvement plan to make the Authority aware that there's a number of projects lined up in the future. As he previously mentioned, the proposed sewer user rate of \$415 remains the same for the third year in a row, however, in the future the sewer user fees would have to be increase just to maintain infrastructure; there's 130 miles of sewer lines and 11 pump stations to be maintained. Mr. Manfre explained that this year he had to cut \$250,000 out of the manhole and pipe rehabilitation project. The capital improvement project plan is a projection of future projects.

Mr. Vicki Paliulis asked if the subcommittee will be meeting again regarding the Miscellaneous Industrial User Permitting (MIUP). Yes, responded Mr. Manfre; he's planning to schedule a meeting for the end of this month. Mr. Manfre reported that the subcommittee did meet in April and he'll present a preliminary report for the June meeting.

H. Executive Session

None

I. Adjournment

Motion to adjourn at 8:04 p.m.

The motion was made by Mr. Toby Lewis and seconded by Mr. Erik Dabrowski.
The motion carried unanimously.

Respectfully Submitted,

Ether Diaz, Recording Secretary

RCVD 04/15/21 @ 8:40Am
K. A. Stabile

TOWN OF SOUTH WINDSOR
Legal Notice
Proposed Budget and Sewer User Rates Schedule for FY 2021/2022

Exhibit A

Pursuant to Chapter 103 Sections 7-245 through 7-255 of the Connecticut General Statutes, notice is hereby given that the South Windsor Water Pollution Control Authority will hold a Public Hearing on Tuesday, May 4, 2021 at 7:00 p.m. by way of an Online WEBEX Conference Meeting to present the proposed Water Pollution Control Budget and to establish proposed sewer user rates, surcharges, sewer assessment schedules, septic disposal fees, and sewer user charge discount rates for qualified income residents for the period July 1, 2021 through June 30, 2022.

To view this meeting, please tune into Channel 16 (if your provider is Cox Cable) or Channel 6082 (if your provider is Frontier), or go to: <http://gmedia.swagit.com/live>.

To call in with comments to this meeting, please call WEBEX Conference Call-In Number: 855-925-2801, Meeting Code: 7930. Written comments by the public will be received by mail or email to wpcacomment@southwindsor-ct.gov.

This information is available April 13, 2021 for review in the Town Clerk's Office in the Town Hall, 1540 Sullivan Avenue, South Windsor, Connecticut. You may also view this information online at <https://www.southwindsor-ct.gov/water-pollution-control-authority>. Any appeals from such charges must be taken within twenty-one days after such filing.



Anthony Manfre
Superintendent of Pollution Control

Received 4/13/2021 @ 3:00 PM
 Courtney Spommi Asst

TOWN OF SOUTH WINDSOR

Exhibit B

Sewer User Rates, Surcharge Rates, Sewer Assessment Schedule, and Septic Disposal Fees

July 1, 2021 through June 30, 2022

Sewer User Rates

Residential, Single Family/Condominium Unit	\$415.00 per Unit
Commercial/Industrial, Business/Condominium Unit	\$415.00 per 79,000 gallons

Sewer Assessments

Account	Base	Frontage	Lateral	Connection Charge
Residential, School	\$2,814	\$45 /foot	\$1,272 /lateral	\$1,272 /unit
Comm./Industrial	\$2,814	\$85 /foot	\$1,272 /lateral	\$4,073 /acre

Residential Pro-rated Sewer User Adjustment

Date of Permit	Fee	Date of Permit	Fee
July 1st - July 31st	\$415.00	January 1st - January 31st	\$207.50
August 1st - August 31st	\$380.42	February 1st - February 29th	\$172.92
September 1st - September 30th	\$345.83	March 1st - March 31st	\$138.33
October 1st - October 31st	\$311.25	April 1st - April 30th	\$103.75
November 1st - November 30th	\$276.67	May 1st - May 31st	\$69.17
December 1st - December 31st	\$242.08	June 1st - June 30th	\$34.58

Residential Qualified Income Sewer User Charge Discount

Income Level			Married		Unmarried	
			Discount	Charge	Discount	Charge
\$0.00	to	\$18,900.00	50%	\$ 207.50	40%	\$249.00
\$18,900.01	to	\$25,300.00	40%	\$ 249.00	30%	\$290.50
\$25,300.01	to	\$31,500.00	30%	\$ 290.50	20%	\$332.00
\$31,500.01	to	\$37,600.00	20%	\$ 332.00	10%	\$373.50
\$37,600.01	to	\$45,800.00	10%	\$ 373.50	0%	\$415.00

Equivalent Dwelling Unit (EDU) Table

Residential		Comm/Ind.	
Bedroom	EDU	Water Meter	EDU
2 OR LESS	0.75		
3	1	<1"	1
4	1.25	1"	2
5	1.5	1.5"	3
6	2	2"	4
7-9	3	3"	6
10-12	4	4"	8
13-15	5	6"	12
16-18	6	8"	16
19-21	7	10"	20
22-24	8	12"	24
25-27	9		
28-30	10*		

* EDU will be applied for every 3 bedrooms over 30 bedrooms

Surcharge Rates

Biochemical Oxygen Demand
\$0.44 /lbs.over 212 mg/L
Total Suspended Solids
\$0.70 /lbs.over 238 mg/L

Septic Disposal Rate

\$150.00 /1500 gallons

PUBLIC WORKS
POLLUTION CONTROL

FISCAL YEAR
2021/2022

Exhibit C
ACCOUNT NO.
3252

	FY1920 ACTUAL	FY2021 APPROVED	FY2122 PROPOSED	DELTA FROM LAST YEAR	% CHANGE
100 Salary & Benefits					
110 Full-time Salaries	\$ 1,042,904	\$ 1,081,700	\$ 1,097,110	\$ 15,410	1.4%
111 Overtime	\$ 94,868	\$ 114,472	\$ 117,542	\$ 3,070	2.6%
112 Longevity	\$ 700	\$ 700	\$ 700	\$ -	0.0%
113 Part-time Salaries	\$ -	\$ -	\$ -	\$ -	0.0%
130 Employee Benefits	\$ 446,365	\$ 522,872	\$ 538,558	\$ 15,686	2.9%
Subtotal:	\$ 1,584,837	\$ 1,719,744	\$ 1,753,910	\$ 34,166	1.9%
200 Materials & Expenses					
210 Office Supplies	\$ 2,290	\$ 2,000	\$ 2,000	\$ -	0.0%
221 Operating Materials	\$ 141,733	\$ 118,950	\$ 138,950	\$ 20,000	14.4%
222 Motor Vehicle Supplies	\$ 8,344	\$ 24,100	\$ 25,213	\$ 1,113	4.4%
223 Uniforms & Clothing	\$ 9,925	\$ 15,750	\$ 15,750	\$ -	0.0%
232 Equipment Repair	\$ 85,642	\$ 115,000	\$ 115,000	\$ -	0.0%
Subtotal:	\$ 247,934	\$ 275,800	\$ 296,913	\$ 21,113	7.1%
300 Contractual Services					
310 Advertising	\$ -	\$ -	\$ -	\$ -	0.0%
320 Professional	\$ 159,296	\$ 160,100	\$ 164,100	\$ 4,000	2.4%
330 Rentals & Leases	\$ 25,003	\$ 33,400	\$ 33,400	\$ -	0.0%
360 Utilities	\$ 286,055	\$ 456,000	\$ 486,000	\$ 30,000	6.2%
371 Maintenance Contracts	\$ 538,621	\$ 674,300	\$ 673,300	\$ (1,000)	-0.1%
373 Repair Maintenance Equip.	\$ 25,815	\$ 32,300	\$ 32,300	\$ -	0.0%
374 Fees & Memberships	\$ 1,560	\$ 1,900	\$ 2,150	\$ 250	11.6%
375 Recruitment & Training	\$ 10,125	\$ 23,750	\$ 23,750	\$ -	0.0%
390 Other Purchase Services	\$ 262,369	\$ 326,000	\$ 326,000	\$ -	0.0%
393 Internal Service Charge	\$ 45,000	\$ 45,000	\$ 45,000	\$ -	0.0%
Subtotal:	\$ 1,353,844	\$ 1,752,750	\$ 1,786,000	\$ 33,250	1.9%
400 Capital Outlay					
430 Capital Projects	\$ 47,064	\$ 168,000	\$ 47,300	\$ (120,700)	-255.2%
441 Office Equipment	\$ -	\$ -	\$ -	\$ -	0.0%
442 Department Equipment	\$ 59,485	\$ 76,500	\$ 245,000	\$ 168,500	68.8%
Subtotal:	\$ 106,549	\$ 244,500	\$ 292,300	\$ 47,800	16.4%
Department Total:	\$ 3,293,164	\$ 3,992,794	\$ 4,129,123	\$ 136,329	3.3%

CODE NO. & DESCRIPTION	PROGRAM	COST	FY21 BUDGET
100 PERSONNEL SERVICES		\$ 1,753,910	\$ 1,719,743
110 FULL TIME SALARIES		ANNUAL	
	SUPERINTENDENT*	\$ 93,840	\$ 92,000
	PLANT SUPERVISOR	\$ 102,000	\$ 100,000
*SALARY IS 80% FUNDED BY WPCA	LEAD OPERATOR W/CERT	\$ 86,481	\$ 85,280
**SALARY IS 25% FUNDED BY WPCA	LEAD OPERATOR W/O CERT	\$ 85,638	\$ 85,280
	LEAD OPERATOR W/O CERT	\$ 85,638	\$ 85,280
	OPERATOR 3 STEP 3	\$ 79,310	\$ 78,979
	OPERATOR 3 STEP 3	\$ 79,310	\$ 78,979
CONTRACTUAL	OPERATOR 3 STEP 3	\$ 79,310	\$ 78,979
SALARY INCREASES:	OPERATOR 3 STEP 3	\$ 79,310	\$ 78,979
CSEA UNION 2.35%	OPERATOR 3 STEP 2	\$ 78,541	\$ 78,205
AFSME UNION 2.35%	OPERATOR 3 STEP 1	\$ 77,747	\$ 77,423
MANAGEMENT 2.00%	OPERATOR 3 STEP 1	\$ 77,747	\$ 70,703
	LABORTORY ANALYST	\$ 79,310	\$ 78,979
	ADMINISTRATIVE SECRETARY**	\$ 12,930	\$ 12,633
	Salary Total	1,097,110	\$ 1,081,700
111 OVERTIME			
SCHEDULED OVERTIME:			
SATURDAYS (52 DAYS)			
# OF HRS # OF STAFF WAGE x 1.5			
2 2 \$ 61.76	SATURDAY OVERTIME	\$ 12,846	\$ 12,551
	SUNDAY OVERTIME	\$ 17,128	\$ 16,734
SUNDAYS (52) AND HOLIDAYS (13)			
# OF HRS # OF STAFF WAGE x 2			
2 2 \$ 82.34	HOLIDAY OVERTIME	\$ 4,282	\$ 4,184
	SCHEDULED OT TOTAL	\$ 34,255	\$ 33,469
UNSCHEDULED OVERTIME:			
ALARMS/YR 100	ALARMS	\$ 58,208.56	\$ 56,317.21
LINE BLOCKAGES/YR 2	LINE BLOCKAGES	\$ 1,164.17	\$ 1,126.34
PLANT/PS REPAIR (HRS.) 75	REPAIRS	\$ 10,914.10	\$ 10,559.48
# OF HRS # OF STAFF WAGE x 1.75			
4 2 \$ 72.76	UNSCHEDULED OT TOTAL	\$ 70,287	\$ 68,003
STAND BY COMP:			
WKS/YR COST/WK.	STAND BY COMPENSATION	\$ 13,000	\$ 13,000
52 \$ 250	TOTAL	\$ 13,000	\$ 13,000
112 LONGEVITY			
	LONGEVITY PAYMENT	700	700
DRAFT 3/30/2021	TOTAL	\$ 700	\$ 700

CODE NO. & DESCRIPTION	PROGRAM	COST	FY21 BUDGET
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114 TEMPORY HELP

TEMPORARY/SEASONAL HELP	\$	-	\$	-
TOTAL	\$	-	\$	-

130 EMPLOYEE BENEFITS

FICA	\$	93,783	\$	91,051
BC/BS	\$	213,629	\$	207,407
DEARBORN LIFE	\$	8,543	\$	8,294
LTD	\$	1,584	\$	1,538
STD	\$	228	\$	221
W/C	\$	38,487	\$	37,366
ICMA	\$	59,128	\$	57,406
LAB CERTIFICATION	\$	1,545	\$	1,500
AETNA PENSION	\$	114,319	\$	110,989
CDL LICENSE	\$	2,575	\$	2,500
STATE LICENSES	\$	4,738	\$	4,600
TOTAL	\$	538,558	\$	522,872

**PUBLIC WORKS
POLLUTION CONTROL**

**FICAL YEAR
2021/2022**

**ACCOUNT NO.
3252**

CODE NO. & DESCRIPTION	PROGRAM	COST	FY21 BUDGET
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200 MATERIALS AND SUPPLIES		\$ 296,913	\$ 275,913
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210 OFFICE SUPPLIES

PAPER, PENS, FAX, AND PRINTER
CARTRIDGES

SUPPLIES	\$ 2,000	\$ 2,000
TOTAL	\$ 2,000	\$ 2,000

221 OPERATING SUPPLIES

221.1 PLANT SUPPLIES	\$ 1,000	\$ 1,000
221.2 PUBLICATIONS	\$ 1,000	\$ 1,000
221.3 SHOP SUPPLIES	\$ 4,000	\$ 4,000
221.4 SIGNS	\$ 1,200	\$ 1,200
221.5 EMERGENCY	\$ 1,500	\$ 1,500
221.6 CUSTODIAL SUPPLIES	\$ 3,500	\$ 3,500
221.7 LINE CLEANING SUPPLIES	\$ 15,000	\$ 15,000
221.8 SAFETY SUPPLIES	\$ 4,000	\$ 4,000
221.9 CHEMICALS	\$ 22,000	\$ 22,000
221.10 BUILDING SUPPLIES	\$ 1,750	\$ 1,750
221.11 PLUMBING SUPPLIES	\$ 2,000	\$ 2,000
221.12 LABORATORY SUPPLIES	\$ 18,500	\$ 18,500
221.13 HARDWARE SUPPLIES	\$ 3,500	\$ 3,500
221.14 SLUDGE DISPOSAL	\$ 2,500	\$ 2,500
221.15 LUBRICANTS	\$ 2,500	\$ 2,500
221.16 ELECTRICAL SUPPLIES	\$ 5,000	\$ 5,000
221.17 MECHANICAL SUPPLIES	\$ 50,000	\$ 30,000
TOTAL	\$ 138,950	\$ 118,950

222 MOTOR VEHICLE SUPPLIES

ASSUMPTIONS:

GASOLINE \$ 2.50

DIESEL \$ 3.00

	USE (GAL.)			
FUEL: Diesel Generators - Pump Stations	600	\$ 1,800	\$ 1,800	
80SW - 2009 Ford Explorer	350	\$ 875	\$ 750	
81SW - 2017 Ford F-250	350	\$ 875	\$ 1,000	
82SW - 2014 Ford E-350 Cam. Tr.	500	\$ 1,250	\$ 1,250	
83SW - 2019 F550 Utility Truck	775	\$ 1,938	\$ 2,000	
84SW - 1995 Ford LN9000 Vac Tr.	775	\$ 2,325	\$ 900	
86SW - 2008 Combination Truck	1500	\$ 4,500	\$ 4,500	
87SW - 2014 Ford F-350 Utility Tr.	300	\$ 750	\$ 1,000	
Pumps/Misc Equipment	100	\$ 250	\$ 250	
TOTAL		\$ 14,563	\$ 13,450	

REPAIR PARTS: Portable Equipment	\$ 1,200	\$ 1,200
1995 - 84SW Ford LN9000 Vacuum Truck	\$ 1,500	\$ 1,500
2008 - 86SW Combination Truck	\$ 4,500	\$ 4,500
2009 - 80SW Ford Explorer	\$ 1,200	\$ 1,200
2014 - 82SW Ford E-350 Camera Truck	\$ 750	\$ 750
2014 - 87SW Ford F-350 Utility Truck	\$ 500	\$ 500
2017 - 81SW Ford F-250	\$ 500	\$ 500
2019 - 83SW F450 Utility Truck	\$ 500	\$ 500
TOTAL	\$ 10,650	\$ 10,650

PUBLIC WORKS
POLLUTION CONTROL

FICAL YEAR
2021/2022

ACCOUNT NO.
3252

CODE NO. & DESCRIPTION	PROGRAM	COST	FY21 BUDGET
223 UNIFORMS			
UNIFORM RENTAL		\$ 7,500	\$ 7,500
SAFETY SHOES		\$ 3,250	\$ 3,250
REPLACEMENT CLOTHING		\$ 5,000	\$ 5,000
TOTAL		\$ 15,750	\$ 15,750
232 EQUIPMENT REPAIR			
PLANT EQUIPMENT		\$ 75,000	\$ 75,000
PUMP STATION EQUIPMENT		\$ 40,000	\$ 40,000
TOTAL		\$ 115,000	\$ 115,000

**PUBLIC WORKS
POLLUTION CONTROL**

**FISCAL YEAR
2021/2022**

**ACCOUNT NO.
3252**

CODE NO. & DESCRIPTION	PROGRAM	COST	FY21 BUDGET
300 - CONTRACTUAL SERVICES		\$ 1,786,000	\$ 1,752,750
310 ADVERTISING/PRINTING			
	ADVERTISING	\$ -	\$ -
	TOTAL	\$ -	\$ -
320 PROFESSIONAL			
320.1 JobCal Support		\$ 500	\$ 500
320.2 Rockwell Support		\$ 1,000	\$ 1,000
320.3 Debt Mgt.		\$ 2,000	\$ 2,000
320.4 Water Consumption Reports		\$ 1,200	\$ 1,200
320.5 Insurance Premiums		\$ 142,000	\$ 138,000
320.6 NPDES Compliance Testing		\$ 14,000	\$ 14,000
320.7 NPDES PERMIT		\$ 2,400	\$ 2,400
320.8 Drug Testing and Innoculations		\$ 1,000	\$ 1,000
	TOTAL	\$ 164,100	\$ 160,100
330 RENTAL & LEASES			
330.1 Communications		\$ 22,000	\$ 22,000
330.2 2 Way Radio		\$ 2,000	\$ 2,000
330.3 GPS Rental		\$ 2,100	\$ 2,100
330.4 SCADA Line Equipment Rental		\$ 3,300	\$ 3,300
330.5 Security System		\$ 2,000	\$ 2,000
330.6 Copier		\$ 2,000	\$ 2,000
	TOTAL	\$ 33,400	\$ 33,400
360 UTILITIES			
360.1 ELECTRICAL USE:			
TREATMENT PLANT		\$ 350,000	\$ 320,000
PUMP STATIONS:			
Avery		\$ 3,000	\$ 3,000
Barrington		\$ 2,500	\$ 2,500
Benedict		\$ 22,000	\$ 22,000
Clark		\$ 35,000	\$ 35,000
Ellington		\$ 2,900	\$ 2,900
Pleasant Valley		\$ 8,500	\$ 8,500
Quarry Brook		\$ 3,100	\$ 3,100
Route 5		\$ 2,600	\$ 2,600
Rye		\$ 3,000	\$ 3,000
Scantic I		\$ 1,700	\$ 1,700
Scantic II		\$ 3,100	\$ 3,100
HEATING FUEL COST	360.2 HEATING FUEL 15,000/YR	\$ 37,500	\$ 37,500
\$2.50	360.3 TELEPHONE LAND LINES	\$ 3,000	\$ 3,000
	360.4 WATER SERVICE:		
	TREATMENT PLANT	\$ 7,500	\$ 7,500
	CLARK ST PS	\$ 600	\$ 600
	TOTAL	\$ 486,000	\$ 456,000

**PUBLIC WORKS
POLLUTION CONTROL**

**FISCAL YEAR
2021/2022**

**ACCOUNT NO.
3252**

CODE NO. & DESCRIPTION	PROGRAM	COST	FY21 BUDGET
371 MAINTENANCE CONTRACTS			
371.1 Treatment Plant Pest Control		\$ 7,000	\$ 3,500
371.2 Container Rental Grit/Trash Collection		\$ 28,000	\$ 18,000
371.3 Sludge Transportation and Disposal		\$ 360,000	\$ 360,000
371.4 Custodial Building Maintenance		\$ 18,000	\$ 18,000
371.5 Grounds Maintenance		\$ 15,000	\$ 13,000
371.6 Stormwater Inspection and Testing		\$ 3,000	\$ 3,000
371.7 Power Center and ATS Service Contract		\$ 6,000	\$ 15,000
371.8 Plant/PS Generator Load Test/Adjustment		\$ 5,500	\$ 10,000
371.9 SCADA Maintenance		\$ 20,000	\$ 20,000
371.10 Fire Alarm System Maintenance		\$ 6,000	\$ 4,000
372.11 HACH Analyzer Maintenance		\$ 7,000	\$ 7,000
372.12 HVAC Control System Service Contract		\$ 2,800	\$ 2,800
372.13 HVAC Mechanical System Maintenance		\$ 45,000	\$ 45,000
372.14 Controls/PLC Service Contract		\$ 5,000	\$ 5,000
372.15 Easement Vegetation Management		\$ 45,000	\$ 50,000
372.16 Sewer Line Inspection		\$ 100,000	\$ 100,000
TOTAL		\$ 673,300	\$ 674,300
373 REPAIR MAINTENANCE EQUIP.			
Service calls		\$ 6,000	\$ 6,000
Hoist Certification		\$ 4,000	\$ 4,000
Fire Extinguisher Testing		\$ 1,200	\$ 1,200
Fall Protection Certification		\$ 2,800	\$ 2,800
Backflow Preventer Certifications		\$ 800	\$ 800
Boiler Certifications		\$ 3,000	\$ 3,000
Machining		\$ 10,000	\$ 10,000
Flow Meter Calibrations		\$ 1,500	\$ 1,500
Equipment Calibrations/Certifications		\$ 3,000	\$ 3,000
TOTAL		\$ 32,300	\$ 32,300
374 FEES & MEMBERSHIPS			
Water Environment Federation		\$ 1,650	\$ 1,650
C.W.P.A.A.		\$ 500	\$ 250
TOTAL		\$ 2,150	\$ 1,900
375 RECRUITMENT & TRAINING			
Training materials and conferences		\$ 18,000	\$ 18,000
DEEP Licensing Exams		\$ 750	\$ 750
NASSCO		\$ 2,500	\$ 2,500
Safety and Compliance Training		\$ 2,500	\$ 2,500
TOTAL		\$ 23,750	\$ 23,750

PUBLIC WORKS
POLLUTION CONTROL

FISCAL YEAR
2021/2022

ACCOUNT NO.
3252

CODE NO. & DESCRIPTION	PROGRAM	COST	FY21 BUDGET
390 OTHER PURCHASE SERVICES			
SANITARY SEWER SERVICES:			
Vernon (489 Units)		\$ 260,000	\$ 260,000
MDC		\$ 14,000	\$ 14,000
Manchester (85 units)		\$ 52,000	\$ 52,000
TOTAL		\$ 326,000	\$ 326,000
393 INTERNAL SERVICE CHARGE			
ENGINEERING/COLLECTOR OF REV.		\$ 45,000	\$ 45,000
TOTAL		\$ 45,000	\$ 45,000

PUBLIC WORKS
POLLUTION CONTROL

FISCAL YEAR
2021/2022

ACCOUNT NO.
3252

CODE NO. & DESCRIPTION	PROGRAM	COST	FY21 BUDGET
400 CAPITAL OUTLAY		\$ 292,300	\$ 244,500
430 CAPITAL PROJECTS			
	Odor Control System	\$ 30,000	
	Security System Panel	\$ 5,000	
	Server Powerswitch (2)	\$ 7,300	
	Sludge Storage Floor Repair	\$ 5,000	
	TOTAL	\$ 47,300	\$ 168,000
441 OFFICE EQUIPMENT		\$ -	
	TOTAL	\$ -	\$ -
442 DEPARTMENT EQUIPMENT			
	Truck 80 Replacement	\$ -	
	UTV	\$ 60,000	
	Portable CCTV System	\$ 115,000	
	4" Godwin Pump	\$ 55,000	
	Crane Replacement-Truck 87	\$ 15,000	
	TOTAL	\$ 245,000	\$ 76,500

DEBT SERVICE/CIP/RESERVE TOTAL \$ 1,149,311

DEBT SERVICE - PRINCIPAL AND INTEREST

PROJECT NAME	COST	FY21 BUDGET
1 TOWN OF VERNON UPGRADE	\$ 93,771	\$ 82,686
SUBTOTAL	\$ 93,771	\$ 82,686
2 STATE GRANT UV SYSTEM (FINAL PAY. 7/1/21)		
PRINCIPAL	\$ 4,002	\$ 47,517
INTEREST	\$ 8	\$ 596
SUBTOTAL	\$ 4,010	\$ 48,113
3 PLEASANT VALLEY PS UPGRADE (FINAL PAY. 2026)		
PRINCIPAL	\$ 22,604	\$ 22,156
INTEREST	\$ 1,617	\$ 2,064
SUBTOTAL	\$ 24,221	\$ 24,220
4 SUBMERSIBLE PS UPGRADE (FINAL PAY. 2027)		
PRINCIPAL	\$ 84,279	\$ 85,980
INTEREST	\$ 10,025	\$ 8,324
SUBTOTAL	\$ 94,304	\$ 94,304
5 DRY PIT PS UPGRADE (FINAL PAY. 2028)		
PRINCIPAL	\$ 97,000	\$ 98,000
INTEREST	\$ 36,005	\$ 34,995
SUBTOTAL	\$ 133,005	\$ 132,995
TOTAL DEBT SERVICE	\$ 349,311	\$ 382,318

CAPITAL IMPROVEMENT PROJECTS

PROJECT LOCATION	PROJECT NAME	COST	FY21 BUDGET
TREATMENT PLANT COLLECTION SYSTEM			
	PIPE REHABILITATION	\$ 750,000	
	I/I REMOVAL AND MH REHAB.	\$ 50,000	
	CIP TOTAL	\$ 800,000	\$ 1,005,000

RESERVE FUND CONTRIBUTION

FUND NAME	COST	FY21 BUDGET
OPERATING RESERVE (FUND BALANCE)	\$ -	\$ -
REPLACEMENT RESERVE (CAPITAL PROJECTS)	\$ -	\$ -
RESERVE TOTAL	\$ -	\$ -

DEFINITIONS

Ct = Total annual cost for operation, debt service, capital projects, contributions to reserves

Cr = Surcharges for removal of excess TSS/BOD

Ro = Other sources of revenue: dumping fees, permit fees, assessments, interest, liens, connection charges, grants, transfers from reserves, internal services transfers, and investment earnings

Qo = Annual individual user discharge (84,000 gallons)

Qt = total annual indust/comm and residential discharge

$$\text{USER CHARGE} = \frac{(\text{Ct} - (\text{Cr} + \text{Ro})) \times \text{Qo}}{\text{Qt}}$$

ASSUMPTIONS

Ct=	OPERATIONS	\$ 4,129,123
	DEBT SERVICE	\$ 349,311
	*REPLACE. RESERVE	\$ -
	OPERATING RESERVE	\$ -
	CAP. IMPROVEMENT	\$ 800,000
	WPCA	\$ 2,900
	TOTAL EXPENDITURES	\$ 5,281,334

Cr=	SURCHARGES	\$ 50,000
Ro=	OTHER SOURCES OF REVENUE	\$ 457,950
Qt=	RESIDENTIAL FLOW	678,000,000
	COM/IND FLOW	272,000,000
	TOTAL FLOW	950,000,000
Qo=	USER DISCHARGE FLOW	79,000 GAL

USER CHARGE =	\$ 396.94
ALLOWABLE FOR UNCOLLECTABLES 4.5%	\$ 17.86

USER CHARGE	\$ 414.81
FINAL USER CHARGE	\$ 415

RESIDENTIAL USERS	8,550
COM/IND REVENUE	\$ 1,428,197
RES. REVENUE	\$ 3,546,601
TOTAL	\$ 4,974,797

**PUBLIC WORKS
POLLUTION CONTROL**

**FISCAL YEAR
2021/2022**

**ACCOUNT NO.
3252**

REVENUES

Sources of Revenue	ACTUAL	ACTUAL	YTD	ESTIMATED
	FY1819	FY1920	FY2021	FY2122
Sewer User Charges	\$ 4,986,299	\$ 4,745,397	\$ 3,866,935	\$ 4,974,797
Industrial Surcharges	\$ 112,044	\$ 71,287	\$ 14,624	\$ 50,000
Septic Dumping Fees	\$ 26,392	\$ 19,893	\$ 24,263	\$ 20,000
Grant Reimbursement/Loan	\$ -	\$ -	\$ -	\$ -
Interest Income	\$ 68,073	\$ 67,336	\$ 53,701	\$ 70,000
Lien Fees	\$ 18,487	\$ 16,712	\$ 13,273	\$ 20,000
Gen. Gov. Sundry	\$ 2,873	\$ 7,601	\$ 5,818	\$ 11,500
Permit Fees	\$ 7,840	\$ 4,160	\$ 3,840	\$ 6,000
Assessments	\$ 14,898	\$ 32,561	\$ 23,145	\$ 15,000
Connection Charges	\$ 129,559	\$ 335,699	\$ 180,508	\$ 200,000
Capacity Charge	\$ 50,439	\$ 67,869	\$ 26,362	\$ 60,000
Investment Interest Earnings	\$ 449	\$ 251	\$ 28	\$ 450
Cancel Pr. Year Encumbrances	\$ 10,918	\$ 119,824	\$ -	\$ -
Internal Services	\$ 25,800	\$ 13,695	\$ -	\$ 35,000
Fund Balance Appropriations	\$ -	\$ -	\$ -	\$ -
Energy Rebate	\$ -	\$ -	\$ -	\$ 20,000
	\$ 5,454,071	\$ 5,502,285	\$ 4,212,497	\$ 5,482,747

FUNCTION
Water Pollution
Control Authority

TOWN OF SOUTH WINDSOR
WATER POLLUTION CONTROL AUTHORITY
BOARDS AND COMMISSIONS

ACCOUNT NO.
1129

EXPENDITURE CLASSIFICATION	FY1819 ACTUAL	FY1920 ACTUAL	FY2021 APPROVED	FY2122 REQUEST
PERSONAL SERVICES				
110 FULL TIME SALARIES	\$ -	\$ -	\$ -	\$ -
SUBTOTAL:	\$ -	\$ -	\$ -	\$ -
MATERIALS & EXPENSES				
210 OFFICE SUPPLIES	\$ 54	\$ 155	\$ 200	\$ 200
SUBTOTAL:	\$ 54	\$ 155	\$ 200	\$ 200
CONTRACTUAL SERVICES				
310 ADVERTISING	\$ 1,160	\$ 2,157	\$ 1,800	1800
320 PROFESSIONAL	\$ -	\$ 112	\$ 900	900
350 PRINTING	\$ -	\$ -	\$ -	0
374 FEES AND MEMBERSHIPS	\$ -	\$ -	\$ -	0
SUBTOTAL:	\$ 1,160	\$ 2,269	\$ 2,700	\$ 2,700
CAPITAL OUTLAY				
430 Capital Projects	\$ -	\$ -	\$ -	\$ -
441 Office Equipment	\$ -	\$ -	\$ -	\$ -
SUBTOTAL	\$ -	\$ -	\$ -	\$ -
DEPARTMENT TOTAL:	\$ 1,214	\$ 2,424	\$ 2,900	\$ 2,900

FUNCTION
Water Pollution
Control Authority

TOWN OF SOUTH WINDSOR
WATER POLLUTION CONTROL AUTHORITY
BOARDS AND COMMISSIONS

ACCOUNT NO.
1129

EXPENDITURE CLASSIFICATION	FY1819 ACTUAL	FY1920 ACTUAL	FY2021 APPROVED	FY2122 REQUEST
PERSONAL SERVICES				
110 FULL TIME SALARIES	\$ -	\$ -	\$ -	\$ -
SUBTOTAL:	\$ -	\$ -	\$ -	\$ -
MATERIALS & EXPENSES				
210 OFFICE SUPPLIES	\$ 54	\$ 155	\$ 200	\$ 200
SUBTOTAL:	\$ 54	\$ 155	\$ 200	\$ 200
CONTRACTUAL SERVICES				
310 ADVERTISING	\$ 1,160	\$ 2,157	\$ 1,800	1800
320 PROFESSIONAL	\$ -	\$ 112	\$ 900	900
350 PRINTING	\$ -	\$ -	\$ -	0
374 FEES AND MEMBERSHIPS	\$ -	\$ -	\$ -	0
SUBTOTAL:	\$ 1,160	\$ 2,269	\$ 2,700	\$ 2,700
CAPITAL OUTLAY				
430 Capital Projects	\$ -	\$ -	\$ -	\$ -
441 Office Equipment	\$ -	\$ -	\$ -	\$ -
SUBTOTAL	\$ -	\$ -	\$ -	\$ -
DEPARTMENT TOTAL:	\$ 1,214	\$ 2,424	\$ 2,900	\$ 2,900

SECTION 5

BUILDING SEWERS AND CONNECTIONS

- 5.3 All costs and expenses incident to the installation, connection and maintenance of a sewer, lateral or cross country line on public or private lands shall be borne by the owner. The owner shall indemnify the Town of South Windsor from any loss or damage that may directly or indirectly be occasioned by such installation.

WPCA COMMUNICATIONS AND REPORTS

May 4, 2021

The following is a monthly report from the Superintendent of Pollution Control as an appendix to the Water Pollution Control Authority meeting.

General Information

Staff Recognition

This past month Jim Kavanaugh, who joined our team as a CT DEEP Class I Wastewater Operator in 2018, has successfully passed the Class III Wastewater Operator exam in April. Over the past 5 years the pass rate for the Class III exam is 29%. Mr. Kavanaugh also holds credentials in the NASSCO Pipe Assessment and Certification Program and Manhole Assessment and Certification Program. He shows commitment, integrity and problem solving skills on a daily basis. He is dependable and a proven asset to our organization. Our team now has 2 – Class IV, 8 – Class III, 2 – Class II, and 1 – Class I licensed operators.

CT DEEP Operator Certification			
	Pass Rate	State Licenses	Town Licenses
Class I	44%	234	1
Class II	59%	228	2
Class III	29%	172	8
Class IV	20%	181	2

Covid-19 Update

The South Windsor Town Hall has been closed to the public since last year and department staff have been divided and moved to various town buildings to prevent the spread of the Covid 19 virus among entire departments. The Town Manager has recently announced that the Staff will be returning to their normal work stations on May 14th and Town Hall will be opening to the public beginning May 19th. The WPC team has been working staggered shifts during this time and will be returning to their typical work day of 7:00 – 3:30 pm.

Treatment Plant and Collection Systems

Treatment Plant

Process

TREATMENT PLANT	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	AVERAGE
AVG FLOW (MGD)	2.93	2.70	2.19	2.10	2.04	1.85	1.92	2.13	2.79	2.92	2.63	2.76	2.41
BOD REMOVAL	97.0%	98.0%	99.0%	98.8%	99.1%	98.8%	98.0%	98.6%	97.3%	95.7%	98.2%	98.4%	98%
TSS REMOVAL	98.0%	98.0%	99.0%	98.9%	99.0%	98.6%	98.0%	98.7%	97.7%	95.6%	98.8%	99.0%	98%
NITROGEN LBS. (106 LBS. LIMIT)	126	108	82	95	84	80	87	85	113	115	95	87	96.42

Maintenance

- Performed maintenance and repairs on UV System to prepare for Disinfection Season. This included installing a new coolant pump, replacing two failing wiper cylinders, and repairing an extensive hydraulic oil leak.
- Performed an oil change on main plant generator.
- Exercised all treatment plant sluice gates. This is done annually to ensure proper function and longevity.
- Inspected East Gravity Thickener and put it back online. Took West Gravity Thickener off line and cleaned.
- Performed oil changes in Primary Clarifiers, Secondary Clarifiers, and Gravity Thickener drives.
- Assisted Kone Cranes in crane and hoist inspections at the treatment plant and pump stations.
- Worked with Advanced Coatings to repair the failing concrete floor in Sludge Storage Tank 3

Collection System

COLLECTION SYSTEM	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	TOTAL FT	TOTAL MI
CCTV (FEET)				23,128	23,724	58,045	9,992	5,223	14,848	6,544	7,100	8,621	157,225	29.8
Contracted CCTV				0	0	13,744	17,617	20,392	0	3,374	0	21,414	76,541	14.5
CLEANING (FEET)				27,458	25,301	65,099	28,250	25,000	10,000	3,000	4,500	7,251	195,859	37.1

- Completed annual maintenance on all submersible pump station pumps. This includes oil changes, checking and adjusting wear ring tolerances, and inspecting impellers.
- Replaced pump 2 at Quarry Brook Pump Station with a temporary pump while the front line pump is undergoes rehabilitation.
- Degrittied and degreased Avery Street, Quarry Brook, Burgess, Scantic 1, and Scantic 2 pump stations.
- Performed extensive line cleaning on Sullivan Avenue and surrounding roads.
- Performed CCTV work and assisted Mobile Robotics in contracted CCTV Work.

Capital Improvement Project Updates

Clark Street, Benedict Drive, Pleasant Valley Pump Station Upgrades

- Worked with Arcadis to determine condition of Benedict Drive Pump Station Force Main. This included CCTV work of the Force Main and cleaning of the associated air vents to help determine proper pump size for the station upgrade.
- Arcadis continues to work on 30% design submittal.

Next Steps:

- *Develop 30% and 60% design*

- *Project design phase*
 - *Complete 90% design (est. 36 weeks from the January 4, 2021 NTP).*
- *Submit design to DEEP for review and approval (min. 90 day review).*

Chapel Road Phase 2

- Inland Waters was on site to complete the grout injection of the service laterals. Expecting this work to finish by the end of April.
- Last section of the project is scheduled to be lined by the end of May.

Collection of Sewer User Fees and Delinquent Accounts

Collector of Revenue Report provided at the meeting.

Respectfully submitted by: Tony Manfre, Superintendent of Pollution Control

10 Year Capital Improvement Plan

July 3, 2020 DRAFT

July 3, 2020 DRAFT											
Fiscal Year	2021 Cost	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Inflation Factor @ 3%	1	1.03	1.06	1.09	1.13	1.16	1.19	1.23	1.27	1.30	1.34
TREATMENT PLANT											
TREATMENT PLANT UPGRADE (FY2035)	\$ 63,000,000										
PLANT GARAGE	\$ 200,000				\$ 225,102						
DISINFECTION UPGRADE	\$ 1,300,000			\$ 1,420,545							
SEWERS											
Chapel Road Rehab:											
Phase 2B - 2100'	\$ 820,000										
Phase IV Sewer Rehab	\$ 1,500,000										
Part 1		\$ 750,000									
Part 2			\$ 1,100,000								
Clark St. FM Phase II				\$ 35,000							
I/I and MH Rehab		\$ 50,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
PUMP STATIONS											
Benedict Drive*	\$ 2,400,000										
Clark Street*	\$ 2,700,000										
Pleasant Valley*	\$ 1,900,000										
Quarrybrook	\$ 1,360,000			\$ 300,000	\$ 800,000	\$ 476,612.74					
Avery	\$ 930,000							\$ 1,143,783			
Scantic Meadow 1	\$ 345,000								\$ 437,036		
Scantic Meadow 2	\$ 420,000									\$ 548,005	
Ellington Road #1 (FY2031)	\$ 775,000										\$ 1,041,535
Rye St (fy2032)	\$ 775,000										
Rt 5 (fy2033)	\$ 680,000										
Barrington Estates (FY2034)	\$ 775,000										
CIP TOTAL		\$ 800,000	\$ 1,200,000	\$ 1,855,545	\$ 1,125,102	\$ 576,613	\$ 100,000	\$ 1,243,783	\$ 537,036	\$ 648,005	\$ 1,141,535
*POSSIBLE CLEAN WATER FUND LOAN PROJECTS											