

**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***

REGULAR MEETING  
SPRENKEL ROOM

**AGENDA**

7:00 P.M.  
JUNE 2, 2015

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- A. ROLL CALL
- B. ACCEPTANCE OF MINUTES OF PREVIOUS MEETINGS
  - 1. May 5, 2015 – Regular Meeting
- C. NEW BUSINESS
  - 1. Regional Distribution Center II, 175 Sullivan Avenue (Approval to Connect)
  - 2. Water Pollution Control Budget and Sewer User Charges, Surcharges, Sewer Assessment Schedules and Septic Disposal Fees for Fiscal Year 2015/2016 (Set Rates)
  - 3. Set Time and Date for July 2015 Regular Meeting
  - 4. 18 Dart Hill Road (Sewer Connection Approval)
  - 5. List of Uncollected Sewer User Charges (Discussion)
  - 6. Unbilled Accounts (Discussion)
- D. COMMUNICATIONS AND REPORTS
  - 1. Secondary Clarifier Improvements
- E. PUBLIC PARTICIPATION (Items not on the agenda)
- F. BILLS, CHANGE ORDERS, DISBURSEMENTS
- G. UNFINISHED BUSINESS
  - 1. 487 Foster Street – Sewer Assessment (Discussion/Approval)
  - 2. Proposed Sewer Charge Discount Program (Discussion)
  - 3. Sewer Assessment Policy (Discussion)
- H. MOTION TO GO INTO EXECUTIVE SESSION TO DISCUSS PENDING CLAIMS
- I. ADJOURNMENT

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**A. ROLL CALL**

**Members Present:** Richard Aries, Donald Antaya, Robert Dickinson, Ed Havens, Jr., Vicki Paliulis, and William Vees

**Members Absent:** Carol Fletterick

**Alternates Present:** Richard Siedman sitting in for Ms. Carol Fletterick

**Alternates Absent:** M. Atif Quraishi

**Staff Present:** C. Fred Shaw, Superintendent of Pollution Control  
Ether A. Diaz, Recording Secretary

**Others Present:** Councilor Stephen Wagner (Liaison to WPCA)  
Andrew Krar, PE, Design Professionals

Chairman Richard Aries called the meeting to order at 7:00 p.m. The following actions were taken during the June 2, 2015 Regular Meeting of the Water Pollution Control Authority (WPCA).

Mr. Richard Siedman was appointed to sit in for Ms. Vicki Paliulis

**B. ACCEPTANCE OF MINUTES OF PREVIOUS MEETINGS**

1. May 5, 2015 – Regular Meeting

Motion was made to accept the minutes of the May 5, 2015 WPCA regular meeting as presented.

Motion was made by Mr. Ed Havens, Jr. and seconded by Mr. Richard Siedman.  
The motion carried unanimously

**C. NEW BUSINESS**

1. Regional Distribution Center II, 175 Sullivan Avenue (Approval to Connect)

Mr. Andry Krar, PE of Design Professionals presented the application. This application is for proposed distribution center for food products on Lot 3, the easternmost parcel, within the 37.5 acre Sullivan Avenue Industrial Park at the southeast corner of John Fitch Boulevard and Sullivan Avenue. This includes a proposed six inch pipe at a slope of 2% that will connect to the existing thirty inch sanitary sewer line on Sullivan Avenue. There will be no floor drains; this is in an industrial area, therefore there will be a sanitary sewer monitoring manhole and an easement provided in favor of the Town for monitoring purposes.

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Motion was made to give approval of the application as presented for connection to the Town's sewerage system for a proposed commercial building (lot no. 3) located at 175 Sullivan Avenue, South Windsor, CT and as more specifically shown on plans entitled "Sullivan Avenue Industrial Park, Regional Multi-State Food Distribution Center, 175 Sullivan Avenue, South Windsor, CT"; prepared by Design Professionals, South Windsor, CT; Project No.: 3496; dated 4/5/2015, revised 6/1/2015 (Change Order #1); Sheet C-11 "Utility Plan". This approval is subject to the following conditions: there will be a sanitary sewer sampling manhole installed; (2) an easement allowing the Town access to the sampling manhole on the building sewer for monitoring purposes must be reviewed and receive the prior approval of the Town Attorney; (3) a connection charge will be due at the time of connection and if expansion of the building is made in the future, there may be an additional connection charge due at that time; (4) and technical approval of the Town of South Windsor Engineering Department.

Motion was made by Mr. Robert Dickinson and seconded by Mr. Richard Siedman. The motion carried unanimously.

Chairman Richard Aries reported that there is going to be some road work done on Sullivan Avenue by the State and Andy Krar of Design Professionals, Inc. has one project that is not on the Agenda for approval this evening, but they are seeking approval in order to time their activities such that they can take advantage and get things in before the road work is completed. Chairman Aries suggested adding a new Item to the agenda for approval.

Motion was made to add to the Agenda a new Item - Item 1a – Industrial Building No. 3 – 75 Sullivan Avenue.

The motion was made by Mr. Richard Siedman and seconded by Mr. William Veas. The motion passed unanimously.

**1a. Industrial Building No. 3, 75 Sullivan Avenue (Approval to connect sewer lateral)**

Mr. Andy Krar, PE of Design Professionals, Inc. presented the application. He explained that lot 1 is 6.6 acres. He explained that according to his conversations with the State Department of Transportation, Sullivan Avenue is going to be repaved very soon. Mr. Krar was seeking approval to be able to connect the lateral to the existing manhole out in Sullivan Avenue and bring it in to the property line and cap it before the State paves Sullivan Avenue.

Mr. Shaw reported that this application will be for a proposed lateral with a minimum 2% slope; the lateral is going to be capped so it can't be used. The applicant will have to come back to the WPCA with a plan for developing the property and eventually connecting to the existing sewer on Sullivan Avenue.

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This will require a permit from the Town's Engineering Department who will also inspect the work.

Motion was made to approve to connect a sanitary sewer lateral to the existing sanitary manhole in Lot No. 1 - 75 Sullivan Avenue, South Windsor, CT and as more specifically shown on plans entitled "Sullivan Avenue Industrial Park, Regional Park, Regional Distribution Center, 135 Sullivan Avenue, South Windsor, CT"; prepared by Design Professionals, South Windsor, CT; Project No.: 3496; dated 6/1/2015; Sheet C-9 "Utility Plan". This approval is subject to the following conditions: (1) the sanitary sewer lateral shall be capped; (2) any change in the project, other than originally presented, must be brought back to the Authority for further approval; and (3) technical inspection and approval of the Town of South Windsor Engineering Department.

Motion was made by Mr. Robert Dickinson and seconded by Mr. Ed Havens, Jr. The motion carried unanimously.

Mr. Fred Shaw reported that an application for Carla's Pasta facility came in after the Agenda went out; this involves an extension of the Carla's Pasta facility. The project received approval from the Planning and Zoning Department. There are some time constraints, therefore, Mr. Andy Krar of Design Professionals, Inc. was hoping to be able to get approval from the WPCA before the July meeting; he asked if the WPCA will be agreeable to having a special meeting before the July meeting.

Motion was made to schedule a special meeting for Monday, June 8, 2015 at 6:00 p.m. in the Sprenkel Room for purposes of discussing a new application.

The motion was made by Mr. William Veas and seconded by Mr. Richard Siedman. The motion carried unanimously.

2. Water Pollution Control Budget and Sewer User Charges, Surcharges, Sewer Assessment Schedules and Septic Disposal Fees for Fiscal Year 2015/2016 (Set Rates)

Chairman Richard Aries explained that the Authority reviewed and discussed the budget as always to try to make sure that they are doing the right thing for the residents as well as the businesses. Chairman Aries asked if anyone had any questions or comments on the proposed sewer user rates and budget presentation. Mr. Robert Dickinson expressed that he believe the rates should be adjusted yearly to make them fair. He expressed that he's very disappointed that the Authority hasn't really considered the option for the apartments and the recommendations previously made by the Task Force Committee.

Chairman Aries responded that he appreciates Mr. Dickinson for been very diligent in keeping members of the Authority aware of his thoughts; and that Mr. Dickinson's suggestions have been discussed for consideration. Chairman Aries also explained that as the time was approaching for setting the proposed sewer rates, members of the

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Authority has been advised to reduce their sewer fees even more and to continue to move in a shift of a balance as previously discussed during the Task Force Committee meetings. Chairman Aries explained that the Authority did do a shift in the balance to some degree with regards to the commercial users and the residents are getting a break as a result. Also, the proposed sewer rates are going to remain the same as this year. Chairman Aries expressed that when setting the rates for the following year, he'll like to start any such discussions sooner. Chairman Richard Aries also asked for any suggestions or any "creative thoughts" that members of Authority or the Task Force Committee may have about modifying the plans regarding the commercial/industrial condos and the sewer rates.

Councilor Stephen Wagner expressed that the Council will probably try to reconvene the Task Force Committee again as recommendations made previously by Task Force Committee members weren't taken into consideration; particularly there was a lot of disappointment on the Town Council said Councilor Wagner. Chairman Aries responded that this year, at the point of time that the recommendations were made to try to get the Authority to reconsider the proposed sewer rates it was little bit late. Should Mr. Wagner made the recommendations earlier the Authority would have had a chance to discuss it further, said Chairman Aries. However, the suggestions been made are always discussed for consideration.

Councilor Wagner noted that the proposed sewer charge discount program was not on the Agenda for discussion. Chairman Aries agreed and responded that he and Fred Shaw are still working with the language to a proposed regulation change to give the discount rate. This will be a proposal for a change in the sewer rate structure that will allow for a discount for the elderly and disabled that qualify for property tax break through the Human Services Department.

Chairman Aries commented that he can understand to some degree disappointment with regards to some aspects that the commission could have; and he expressed his admiration to members of the Town Council for their great job. However, he is a little surprised that the Town Council is disappointed in an Authority that have maintained such a good record of consistency with regards to the sewer user rates; an Authority that even though having gone through an upgrade and rehabilitation of the Town's facilities, they have still been able to maintain the rates low when compared to other municipalities.

Councilor Stephen Wagner responded that the implementation of a sewer user charge discount program for the low income senior and disabled citizens is good; is more important than just a couple of adjustments to the sewer rates.

Motion was made to approve the proposed Water Pollution Control Budget and adopt the Sewer User Charges, Surcharges, Sewer Assessment Schedules and Septic Disposal Fees for FY 2015/2016, as presented this evening during the WPCA Public Hearing (Exhibit A and Exhibit B).

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Motion was made by Mr. Donald Antaya and seconded by Mr. Richard Siedman. Mr. Robert Dickinson abstained. The motion passed.

**3. Set Time and Date for July 2015 Regular Meeting**

Mr. Fred Shaw explained that a date for the July meeting is not listed on the WPCA 2015 meeting calendar; a date is set in June. Mr. Shaw recommended meeting on Tuesday, July 7, 2015 at 7:00 p.m.

Motion was made to schedule the July regular meeting for Tuesday, July 7, 2015 at 7:00 p.m. in the Sprenkel Room of the Town Hall.

Motion was made by Ms. Vicki Paliulis and seconded by Mr. Robert Dickinson. The motion carried unanimously.

**4. 18 Dart Hill Road (Sewer Connection Approval)**

Mr. Fred Shaw reported that recently he received a telephone call from a realtor and it involved the property located at 18 Dart Hill Road, South Windsor, CT. The person that owned the house passed away and his daughter is trying to sell the house. There were some questions as to whether or not this house had been connected to the sewer; however, there were no permits or records available that showed that the property had ever been connected to the sewer. The Pollution Control staff went out and dye tested the system to determine whether or not the house was connected to the sewer and indeed it was. This seems to have been an illegal connection, said Mr. Shaw.

Mr. Shaw explained that the property had been connected sometime in the past, however, that there is no information that would indicate when the connection was made; this certainly wasn't a recent connection said Mr. Shaw. Mr. Shaw was seeking approval to add the property to the residential billing list and ask for the WPCA decision to bill.

Motion was made to add 18 Dart Hill Road to the residential sewer billing list and that the current property owner be invoiced for unbilled sewer user charges for the current fiscal year (ending June 30, 2015) in the amount of \$356.00, and for last fiscal year (ending June 30, 2014) in the amount of \$374.00. Also, that the current property owner be invoiced for a connection charge in the amount of \$1,157.00.

The motion was made by Mr. Richard Siedman and seconded by Mr. Robert Dickinson. Mr. Ed Havens, Jr. abstained; the motion passed.

**5. List of Uncollected Sewer User Charges (Discussion)**

Mr. Fred Shaw explained that at the previous meeting he reported about the rate of uncollected sewer user charge. Included with the agenda was a copy of the report that shows the accumulation of 15 years in fees (see Exhibit C). This represents a little

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over 400 users according to the Tax Office over the last 15 years; and most of them are within the last 6 or 7 years. The three numbers to look at are the lien fees of \$35,067.97; the uncollected commercial of \$97,512.19 which includes the recent billing; and the uncollected residential charges totaling \$694,084.50 figure for the total of \$826,664. 66. Mr. Shaw explained that the current procedure is that when a user charge goes three months delinquent the Tax Office sends out a letter to the property owners and tries to get them to pay; if this effort fails then the names are given to the Town Constables who will go out and try to collect the fees. Mr. Shaw explained that every year he sees revenue coming in from that collection effort. A lien is placed on the property; and uncollectable charges are written off after 15 years.

Mr. Richard Siedman asked why the Finance Department has been “hiding” this issue from the Authority as this was not known until Mr. Fred Shaw brought it up. He also asked why the auditors haven’t said anything about this. Mr. Siedman expressed that from an accountant point of view, the auditors and the Finance Department staffs are not doing their job. Mr. Siedman expressed that if the constables are getting elected they should be going out on a weekly basis to make the collection.

Councilor Stephen Wagner responded that there is a similar situation with the property taxes; he explained that when figuring the mill rate they have to collect a certain amount from the tax payers, however there is an outstanding of receivables for many reasons that become difficult to collect.

Chairman Richard Aries asked what the current plan of action is and asked if liens are currently placed on the properties. Mr. Shaw responded that the current action is that the Constables go out to collect the unpaid charges and yes, liens are placed on the properties for uncollected sewer user fees. Chairman Aries asked Mr. Shaw to write a letter to the Town elected Constables asking them to please respond to what activities they do with regards to the collection of uncollected sewer fees.

**6. Unbilled Accounts (Discussion)**

Mr. Shaw, in his Memorandum dated June 2, 2015 (see Exhibit D), explained that there are six residential properties that were connected to the sanitary sewer between 2009-2012 and one commercial property that connected to the sanitary sewer back in 2008; however, the sewer connections were incorrectly closed out on the Town’s computer permit system at the time of connection to the sanitary sewer and therefore, were not added to the billing list. Town staff will be consulting with the IT Department in creating a monthly report system to better track drain layer permits to ensure that an appropriate monitoring system is in place to reduce the chances of a reoccurrence of this problem. Mr. Shaw recommended that these addresses be added to the sewer billing list and that the owners be contacted to arrange for a repayment schedule of the unbilled sewer user charges.

A short discussion ensued regarding payment arrangements and the following decision was made.

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Motion was made to add the addresses listed on the Memorandum dated June 2, 2015 (Exhibit D) to the Master List and that the current property owners be contacted to arrange for repayment of unbilled sewer charges.

The motion was made by Ms. Vicki Paliulis and seconded by Mr. Robert Dickinson. The motion carried unanimously.

**D. COMMUNICATIONS AND REPORTS**

1. Secondary Clarifier Improvements

Mr. Fred Shaw reported that the contractor is going to finally mobilize on Thursday June 4, 2015 and start with improvements to the secondary clarifier. They are responsible in making sure that they don't interfere with the operation of the plant.

**E. PUBLIC PARTICIPATION (Items not on the agenda)**

There was no public participation.

**F. BILLS, CHANGE ORDERS, DISBURSEMENTS**

None

**G. UNFINISHED BUSINESS**

1. 487 Foster Street – Sewer Assessment (Discussion/Approval)

Chairman Richard Aries explained that he has met with Mr. Fred Shaw, Attorney Keith Yagaloff, Mr. Juknis, current property owner of 487 Foster Street and his Attorney. A discussion ensued with regards to the outstanding sewer assessment for this property. Money was set aside into escrow for this purpose. Mr. Shaw explained that the sewer assessment rate is calculated based on a formula. Mr. Juknis questioned why he needs to pay when the Town has paid off the bond in full. It was explained that the assessments were never expected to offset the cost; it's a benefit assessment not a cost assessment. Mr. Juknis and his Attorney have understood that issue as well as the issue about the calculation of the sewer assessment. The future property owner has agreed to pay the sewer assessment fee that was discussed during executive session as a compromising solution. Mr. Shaw explained that a public hearing would need to be scheduled for the property and a notice listing the assessment placed in the newspaper; in this particular case it had not happened. However, the property owner may choose to waive his right to a public hearing. Therefore, this matter will be settled once the payment is received by the Town along with the written document stating the owner acceptance to waive his right to a public hearing to establish the sewer assessment.



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**2. Proposed Sewer Charge Discount Program (Discussion)**

Chairman Aries explained that he will be meeting with Mr. Fred Shaw to finalize the language for the proposed regulation change to implement the sewer user charge discount rate program. This program will be available to qualified elderly and totally disabled residential users. A public hearing is required to present the proposed changes to the Water Pollution Control Rules and Regulations and to propose the sewer user charge discount rates.

Motion was made to schedule a Public Hearing for Tuesday, July 7, 2015 at 6:30 p.m. in the Council Chambers of the Town Hall to present the proposed changes to the Water Pollution Control Rules and Regulations and to propose sewer user charge discount rates for qualified income residents for fiscal year 2015-2016.

The motion was made by Mr. Ed Havens, Jr. and seconded by Mr. Robert Dickinson. The motion carried unanimously.

**3. Sewer Assessment Policy (Discussion)**

There was nothing to report on this matter.

**H. MOTION TO GO INTO EXECUTIVE SESSION TO DISCUSS PENDING CLAIMS**

None

**I. ADJOURNMENT**

Motion was made to adjourn the meeting at 9:10 p.m.

The motion was made by Mr. Ed Havens, Jr.  
The motion was seconded by Mr. Donald Antaya  
The motion carried unanimously

Respectfully Submitted,

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Ether A. Diaz  
Recording Secretary

LEGAL NOTICE  
TOWN OF SOUTH WINDSOR  
SEWER USER RATES FOR FY 2015/2016

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, June 2, 2015 at 6:30 p.m. in the Town Council Chambers in the Town Hall, 1540 Sullivan Avenue, South Windsor, Connecticut to present the proposed Water Pollution Control Budget and to establish proposed sewer user charges, surcharges, sewer assessment schedules, septic disposal fees for fiscal year 2015-2016.

The proposed sewer user charge rates, surcharge rates, assessment schedules, septic disposal fees and regulation will be available on May 15, 2015 for review in the Town Clerk's Office in the Town Hall, 1540 Sullivan Avenue, South Windsor, Connecticut. Any appeals from such charges must be taken within twenty-one days after such filing.

Sewer User Rates

<u>Class of User</u>	<u>July 1, 2015 – June 30, 2016</u>
Residential (single family, condo unit) – flat rate	\$356.00 – per unit
Commercial – per 84,000 gallons	\$356.00 – Minimum charge per Business or condo unit.
Industrial – per 84,000 gallons	\$356.00 – Minimum charge per business or condo unit.

The Pro-rate adjustment for Fiscal Year 2015-2016 shall be as follows:

	<u>Date of Permit</u>	<u>Amount</u>	<u>Date of Permit</u>	<u>Amount</u>
Between	7/01/15 – 7/31/15	\$356.00	1/01/16 – 1/31/16	\$ 177.98
	8/01/15 – 8/31/15	\$326.33	2/01/16 – 2/29/16	\$ 148.31
	9/01/15 – 9/30/15	\$296.66	3/01/16 – 3/31/16	\$ 118.64
	10/01/15 – 10/31/15	\$266.99	4/01/16 – 4/30/16	\$ 88.97
	11/01/15 – 11/30/15	\$237.32	5/01/16 – 5/31/16	\$ 59.30
	12/01/15 – 12/31/15	\$207.65	6/01/16 – 6/30/16	\$ 29.63

Sewer User Surcharge Rates for Excessive Solids:

Biochemical Oxygen Demand (B.O.D.)	\$0.56/lb.
Total Suspended Solids (TSS)	\$0.55/lb

Sewer Assessment Schedule

	<u>Base</u>	<u>Frontage</u>	<u>Lateral</u>	<u>Connection Charge</u>
Residential, School	\$2,315	\$40 per foot	\$1,157 per lateral	\$1,157 per unit
Commercial/Industrial	----	\$76 per foot	\$1,157 per lateral	\$3,811 per acre
<u>Septic Disposal Fees:</u>	\$132	Per 1,500 gallons		

The foregoing user rates are established based upon estimated budget requirements and operating costs for the Pollution Control Division of the Public Works Department.

Richard Aries, Chairman  
Water Pollution Control Authority

<b>PROGRAM</b>	<b>Public Works – Pollution Control</b>	<b>DIVISION #</b> 3252
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***Program Explanation:***

The Pollution Control Division of the Public Works Department is responsible for the collection, treatment, and discharge of wastewater. Activities include wastewater treatment, sludge disposal, laboratory analysis, sewer line and pump station maintenance. Program authorization is in accordance with Town Ordinances No. 50, No. 95, No. 102, and as amended by Ordinances No. 73, No. 70, No. 67, and No. 63; and as authorized under the Rules and Regulations promulgated by the Water Pollution Control Authority pursuant to authority conferred by Chapter 103 of the General Statutes, Revision of 1958, as amended and supplemented.

***Budget Change Commentary:***

Account 110 (Wages) will decrease by \$83,049 due to a reallocation of administrative hours from Pollution Control to the Refuse/Recycling Budget.

***Program Objectives and Goals FY 2016:***

- Rehabilitate 3,100 linear feet of truss pipe
- Apply for Clean Water Fund Grant to remove/repair sources of inflow/infiltration of water into sewer system
- Clean 30 miles of sewer lines
- Apply for a Clean Water Fund Planning Grant to complete a Rights-of-Way vegetation control plan
- Increase reserve capacity of Avery Street sewer main
- Extend Nevers Road sewer main
- Complete sewer reserve capacity analysis of Sullivan Avenue inverted siphon

***Program Accomplishments FY 2015:***

- Completed Closed Circuit TV inspection of 10,000 linear feet of sewer line to identify locations of inflow and infiltration into collection system
- Significant improvements in wastewater treatment to remove nitrogen will likely result in the Town not having to purchase any nitrogen credits
- Significant improvements in wastewater treatment have achieved a quality of effluent discharge to the Connecticut River that is close to potable water quality standards in terms of turbidity and solids concentrations.
- Completed sewer easement vegetation control management study
- Completed Arc Flash Hazard Assessment Study

2013-2014		2014-2015		Position Title	2015-2016	
Positions	FTE	Positions	FTE		Positions	FTE
1	.80	1	.80	Superintendent	1	0.80
1	1.00	1	1.00	Plant Supervisor	1	1.0
1	1.0	1	1.0	Facility Mechanic	1	1.0
1	1.0	1	1.0	Laboratory Technician	1	1.0
1	1.0	1	1.0	Plant Operator III	1	1.0
4	1.0	2	1.0	Plant Operator II	5	1.0
2	1.0	4	1.0	Plant Operator I	2	1.0
0	0	0	0	Plant Operator I	1	0.75
1	0.25	1	0.25	Administrative Secretary	1	0.25

Performance Data	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Estimated 2014-2015	Anticipated 2015-2016
Wastewater Treated (million gallons)	808	926	909	920	920
Average Daily Effluent Suspended Solids (mg/l)	5	5	4	4	4
Average Daily Effluent Biochemical Oxygen Demand (mg/l)	4	4	3	3	3
Average Daily Effluent Total Nitrogen (lbs.)	277	106	106	106	106
Maintenance per Million Gallons of Wastewater Treated (hrs.)	6.49	8.4	8.6	8.6	8.6
Number of Emergency Call-outs or Alarms	148	117	142	120	120
Miles of Sewer Line Cleaned	2.8	2.5	3	10	30

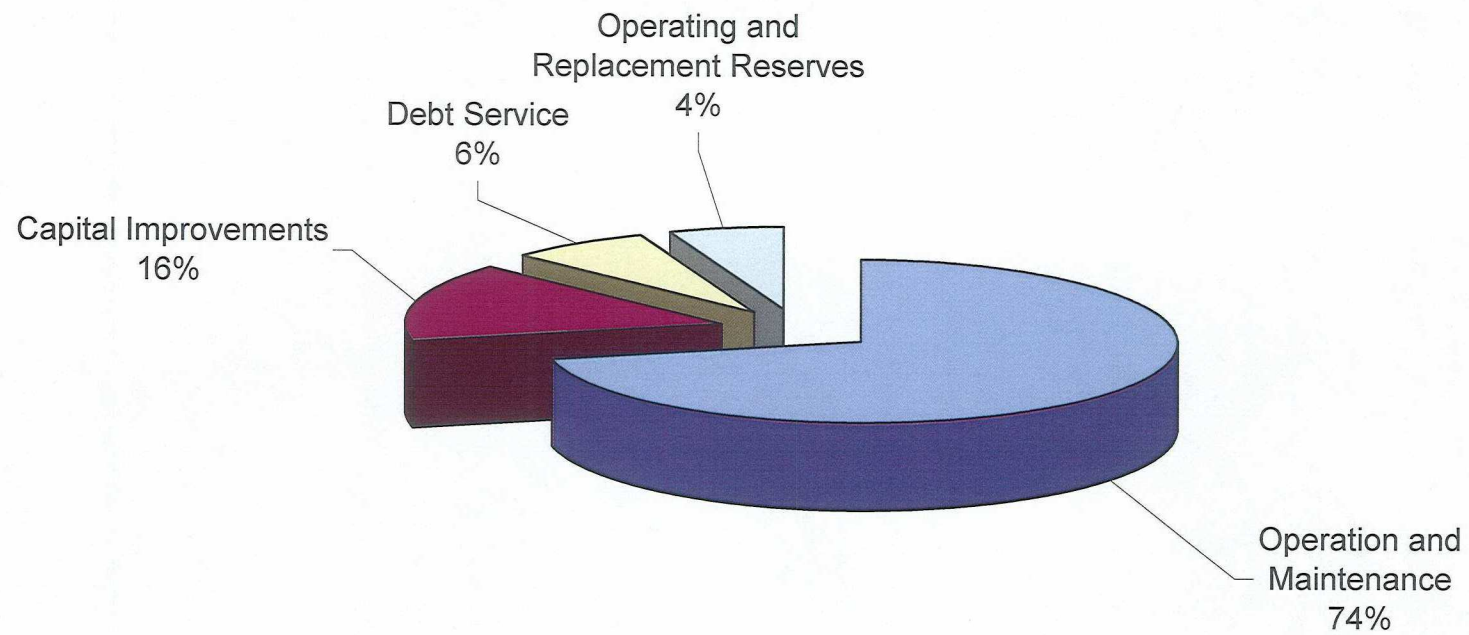
# PUBLIC WORKS DEPARTMENT

FY 2015/2016

PROGRAM: Pollution Control

ACCOUNT NUMBER	EXPLANATION OF ENHANCEMENT/CHANGE	BUDGET IMPACT
002-1337- 3252-110	Increase due to settlement of union contract and non-bargaining unit wage increases	\$81,079
002-1337- 3252-130	Decrease due to reallocation of benefits to Refuse and Recycling Budget	(\$23,340)
002-1337- 3252-223	Increase due to projected uniform replacements	\$5,302
002-1337- 3252-320	Decrease due to transfer of SCADA maintenance contract cost to Account 371	(\$16,664)
002-1337- 3252-360	Decrease due to lower oil/fuel cost projections	(\$24,100)
002-1337- 3252-320	Increase costs due to additional SCADA support and increase in insurance premiums	\$16,875
002-1337- 3252-360	Decrease due to lower estimate of Plant electrical costs	(\$9,150)
002-1337- 3252-371	Increase due to transfer of SCADA maintenance contract from Account 320 and increase costs for equipment maintenance contracts.	\$67,700
002-1337- 3252-375	Increase due additional safety and compliance training for newer employees	\$13,300
002-1337- 3252-390	Decrease due to lower projections for grit disposal.	(\$3,000)
002-1337- 3252-430	Decrease due to fewer capital projects	(\$87,000)
002-1337- 3252-442	Decrease due to fewer equipment purchases	(10,000)
	TOTAL	\$34,342

## Pollution Control Budget FY 2016 Expenditures



**ACTIVITY  
PUBLIC WORKS**

**SEWAGE TREATMENT  
AND DISPOSAL**

**ACCOUNT NO.  
1337-3252**

**BUREAU OF POLLUTION CONTROL  
STATEMENT OF ACTUAL AND ESTIMATED REVENUES**

<u>Sources of Revenue</u>	<u>Actual 2014/2015</u>	<u>Estimated 2014/2015</u>	<u>Total 2014/2015</u>	<u>Estimated 2015/2016</u>
Sewer User Charges	2,596,789	1,397,356	3,994,145	4,070,370
Industrial Surcharges	0	0	0	0
Septic Dumping Fees	5,371	5,679	11,050	11,050
Subtotal	<b>2,602,160</b>	<b>1,403,035</b>	<b>4,005,195</b>	<b>4,081,420</b>
Permit Fees	1,860	1,520	3,380	3,500
Assessments	0	0	0	26,000
Interest & Lien Fees	57,696	52,304	110,000	110,000
Connection Charges	31,184	38,816	70,000	70,000
Grant Reimbursement/Loan	0	115,136	115,136	50,000
Transfer from Operating Reserve	0	0	0	
Internal Services	23,000	0	23,000	23,000
Investment Interest Earnings	5	41	46	50
Subtotal	<u>113,745</u>	<u>207,817</u>	<u>321,562</u>	<u>282,550</u>
<b>Total</b>	<b>2,715,905</b>	<b>1,610,852</b>	<b>4,326,757</b>	<b>4,363,970</b>

**ACTIVITY  
PUBLIC WORKS**

**SEWAGE TREATMENT  
AND DISPOSAL**

**ACCOUNT NO.  
1337-3252**

<u>Sources of Revenue</u>	<u>Actual 2013/2014</u>	<u>6 Mo.Actual 2014/2015</u>
Sewer User Charges	3,954,599	2,596,789
Industrial Surcharges	0	0
Septic Dumping Fees	11,778	5,371
Subtotal	<b>3,966,377</b>	
Permit Fees	2,820	1,860
Assessments	0	0
Interest & Lien Fees	112,406	57,696
Connection Charges	71,469	31,184
Grant Reimbursement/Loan	58,135	0
Transfer from Operating/Equipment Reserve	246,479	0
Internal Services	23,000	23000
Investment Interest Earnings	48	5
Subtotal	<u>514,357</u>	
<b>Total</b>	<b>4,480,734</b>	



## Proposed FY 2016 Budget

Expenditure Classification	2014 Adopted	2014 Actual	2015 Adopted	2015 Year to Date	2015 ETC	2015 Projected EAC	2015 Delta	2016 Department Request	2016 Delta
<b>Personal Services</b>									
110 Full-time Salaries	811,452	788,700	789,131	454,616	334,500	789,116	-15	870,210	81,079
111 Overtime	38,049	80,532	40,211	53,800	10,000	63,800	23,589	39,866	-345
112 Longevity	1,820	1,675	1,820	875	800	1,675	-145	1,820	0
113 Part-time Salaries	0	0	0	0	0	0	0	0	0
130 Employee Benefits	504,477	482,000	536,035	442,970	93,000	535,970	-65	512,695	-23,340
<b>Subtotal:</b>	<b>1,355,798</b>	<b>1,352,907</b>	<b>1,367,197</b>	<b>952,261</b>	<b>438,300</b>	<b>1,390,561</b>	<b>23,364</b>	<b>1,424,591</b>	<b>57,394</b>
<b>Materials &amp; Expenses</b>									
210 Office Supplies	1,000	1,260	1,000	800	300	1,100	100	1,200	200
221 Operating Materials	64,000	70,680	78,000	58,000	20,000	78,000	0	78,000	0
222 Motor Vehicle Supplies	20,990	13,427	22,640	15,850	6,790	22,640	0	24,620	1,980
223 Uniforms & Clothing	7,500	6,061	7,898	5,526	2,372	7,898	0	13,200	5,302
228 Small Tools	0	0	0	0	0	0	0	0	0
232 Equipment Repair	48,450	134,981	54,150	121,212	25,000	146,212	92,062	57,300	3,150
<b>Subtotal:</b>	<b>141,940</b>	<b>226,409</b>	<b>163,688</b>	<b>201,388</b>	<b>54,462</b>	<b>255,850</b>	<b>92,162</b>	<b>174,320</b>	<b>10,632</b>
<b>Contractual Services</b>									
310 Advertising	0	306	0	1,277	0	1,277	1,277	0	0
320 Professional	155,788	151,000	172,663	106,300	57,500	163,800	-8,863	155,999	-16,664
330 Rentals & Leases	17,520	20,705	17,520	11,000	6,200	17,200	-320	19,970	2,450
350 Printing	0	0	0	0	0	0	0	0	0
360 Utilities	524,700	493,590	515,550	337,400	178,200	515,600	50	491,450	-24,100
371 Maintenance Contracts	318,900	472,467	424,200	382,000	42,200	424,200	0	491,900	67,700
373 Repair Maintenance Equipment	29,700	18,409	15,200	2,900	12,300	15,200	0	18,750	3,550
374 Fees & Memberships	1,395	425	1,395	0	1,200	1,200	-195	1,520	125
375 Recruitment & Training	8,880	26,460	13,200	7,000	6,200	13,200	0	26,500	13,300
390 Other Purchase Services	300,000	339,100	299,500	30,000	269,500	299,500	0	296,500	-3,000
393 Internal Service Charge	37,240	37,240	37,240	37,240	0	37,240	0	37,240	0
<b>Subtotal:</b>	<b>1,394,123</b>	<b>1,559,702</b>	<b>1,496,468</b>	<b>915,117</b>	<b>573,300</b>	<b>1,488,417</b>	<b>-8,051</b>	<b>1,539,829</b>	<b>43,361</b>
<b>Capital Outlay</b>									
430 Capital Projects	0	0	162,000	155,300	2,500	157,800	-4,200	75,000	-87,000
441 Office Equipment	0	0	0	6,600	0	6,600	6,600	0	0
442 Department Equipment	225,000	213,100	10,000	0	10,000	10,000	0	0	-10,000
<b>Subtotal:</b>	<b>225,000</b>	<b>213,100</b>	<b>172,000</b>	<b>161,900</b>	<b>12,500</b>	<b>174,400</b>	<b>2,400</b>	<b>75,000</b>	<b>-97,000</b>
<b>Department Total:</b>	<b>3,116,861</b>	<b>3,352,118</b>	<b>3,199,353</b>	<b>2,230,666</b>	<b>1,078,562</b>	<b>3,309,228</b>	<b>109,875</b>	<b>3,213,740</b>	<b>14,387</b>

## FY 2014/2015 Sewer Billing Evaluation

### ACTUAL BILLINGS

<u>Category</u>	<u>FY 2014/2015</u>	<u>FY2013/2014</u>
Residential	\$2,925,608	\$3,059,694
Commercial	\$1,164,819.22	\$960,297.15
Total	<u>\$ 4,090,427.22</u>	<u>\$ 4,019,991.15</u>

### WHAT IF RATE UNCHANGED

<u>Category</u>	<u>FY 2014/2015</u>	<u>FY2013/2014</u>
Residential	\$3,073,532	\$3,059,694
Commercial	\$1,047,199.20	\$960,297.15
Total	<u>\$4,120,731.20</u>	<u>\$4,019,991.15</u>

**Conclusion:** By increasing the rate (\$/gallon), the cost for the commercial sector increased(\$117,620) while the combined total revenue from both sectors decreased (\$30,304). The increase in the commercial sector was not enough to off-set the decrease in the residential sector even though the commercial flows were higher in FY 2014/2015 than flows in FY 2013/2014.

Town of South Windsor

Commercial and Industrial Condominiums  
Impact of Sewer User Charge Changes

Commercial Condominiums

Address	No. Units	Account Number	Description	FY 14/15 User Charge Flow Based	FY 14/15 User Charge No. Units Based	FY 13/14 User Charge Flow Based
Evergreen Way Tamarack Ave(#35)	53 * 12 **	313390 313390	shopping ctr-multi bldgs shopping ctr-multi bldgs			
Evergreen and 35 Tamarack Combined				\$32,313.12	\$47,551	\$36,430.76
Cedar Ave 100	1	300128	Fitness ctr	\$11,273.09	\$11,273.09	\$11,012.19
Tamarack Ave	4	300325	ECHN 2400,2600,2800	\$3,814.21	\$3,814.21	\$4,178.81
Wentworth Park 222 Oakland	25	300008	Phase One	\$1,034.10	\$8,900	\$933.06
Wentworth Park 85 Felt Rd	8	300324	Phase Two	\$356	\$2,848	\$374.00
641 Sullivan Avenue	1	301010	Mixed use	\$356	\$356	\$374.00
645, 647 Sullivan Avenue	1	300752		\$356	\$712	\$892.84
1050 Sullivan Avenue	7	313940	Med offices	\$665.37	\$2,492	\$546.95
1330-1350 Sullivan Avenue	12	342960	mixed use-Med & Off.	\$678.09	\$4,272	\$731.96
1333-1343 Sullivan Avenue	2	300135	Day Care & Off.	\$1,199.36	\$1,200.23	\$1,065.78
112 Deming St			Med & Off			
Unit A	1	370270		\$356	\$356	\$374.00
Unit B	1	370280		\$356	\$356	\$374.00
Unit C	1	370290		\$356	\$356	\$374.00
469 Buckland Rd	8	334720	Medical	\$13,051	\$13,051	\$6,016.87
<b>Subtotal</b>	137			\$66,164.34	\$97,538	\$63,679.22
* 10 additional potential units; ** 15 additional potential units						

**Town of South Windsor**

**Commercial and Industrial Condominiums**  
**Impact of Sewer User Charge Changes**

**Industrial Condominiums**

Street Locator	Count		Description	FY 14/15 User Charge Flow Based	FY 14/15 User Charge No. Units Based	FY 13/14 User Charge Flow Based
400 Chapel Rd	35	329330	Mixed use	\$3,779.23	\$12,460	\$3,109.84
Nutmeg Rd 250 & 310 (One complex)			Mixed use			
250 Nutmeg Rd.	14	346720		\$656.20	\$4,984	\$412.11
310 Nutmeg Rd. (4 Bldg.)	36	347640		\$356.00	\$12,816	\$1,209.35
<b>Subtotal</b>	85			\$4,791.43	\$30,260	\$4,731.30
<b>Indus./Comm. Total</b>	222			\$70,955.77	\$127,798	\$68,410.52

March 10, 2015

## Proposed FY 2016 Budget

CODE NO. & OBJECT DESCRIPTION	PROGRAM	COST
<b>100 PERSONNEL SERVICES</b>		<b>\$ 1,424,591</b>
<b>110 - FULL TIME SALARIES</b>		
	Pollution Control Superintendent	84,406
	Plant Supervisor	83,262
	Facilities Mechanic	74,485
	Operator III/Chief Operator	68,309
	Laboratory Analyst	63,669
	Operator II	62,379
	Operator II	62,379
	Operator II	62,379
	Operator II	62,379
	Operator II	62,379
	Operator I	54,891
	Operator I	54,891
	Operator I	54,891
	Administrative Secretary	11,111

### Wastewater Treatment

A flow of 900 million gallons is projected for FY 2012/2013

This activity has an annual manpower requirement of 10,000 hours.

### Quality Control

The Laboratory Analyst performs chemical and bacteriological analyses of wastewater in measuring treatment performance and operational requirements for compliance with state and federal regulations. The manpower requirement for this function is 2500 hours.

### Sludge Dewatering and Disposal

## Proposed FY 2016 Budget

CODE NO. & OBJECT DESCRIPTION	PROGRAM	COST	
	In FY2014, approximately 800 tons of sludge will be dewatered and transported to the Hartford Metropolitan District for disposal. This activity has a manpower requirement of 2300 hours.		
	<u>Pump Stations</u>		
	The Bureau maintains twelve pump stations. This inspection and maintenance activity has an annual manpower requirement of 3500 hours.		
	<u>Sewer Line Cleaning</u>		
	The collection system is available to 90% of the Town and extends approximately 140 miles. It services more than 8000 residential units and more than 400 industrial/commercial users. This activity involves the routine monthly cleaning of trouble areas and the removal of blockages. It also includes cleaning and inspection of manholes and approximately 40 miles of line per year. The manpower requirements for these activities are 5600 hours.		
	<u>Stand-by Compensation</u>		
	Operator on stand-by for response to emergencies. (\$200 per week)	\$	8,400
		\$	870,210
111 - OVERTIME	<u>Weekend and Holiday Plant Inspection</u>		
	(plant operations, record flows and data, inspect equipment, preventive maintenance, etc.)		
	6 holidays x 4 hrs. x 2 workers x 2.0 x 30.27	\$	2,906
	<u>Alarms and Call Before You Dig (CBYD) Callouts</u>		
	Historical records show that the department responds to approximately 80 alarms per year.		
	80 alarms/yr. X 4 hrs. x 2 workers x 1.5 x 30.27	\$	29,060
	<u>Sewer Line Breaks and Line Blockages</u>		
	2 events/yr. X 3 workers x 4 hrs. x 1.5 x 30.27	\$	1,090

## Proposed FY 2016 Budget

CODE NO. & OBJECT DESCRIPTION	PROGRAM	COST
	<u>Plant and Pump Station Repairs</u>	
	75 hrs. x 2 workers x 1.5 x 30.27	\$ 6,810
		\$ 39,866
112 - LONGEVITY	Longevity Payments	\$ 1,050
	Earned Day Payments	\$ 770
		\$ 1,820
114 - TEMPORARY HELP	Temporary Help	\$ -
130 - EMPLOYEE BENEFITS	FICA	\$ 65,793
	BC/BS	\$ 239,651
	Dearborn Life	\$ 4,587
	LTD	\$ 3,177
	STD	\$ 195
	W/C	\$ 43,308
	IMCA	\$ 42,192
	Aetna Pension	\$ 152,379
	State Licenses	\$ 3,200
	Prorated for Cost sharing with Public Works (Refuse/Recycling)	\$ 512,695

# Proposed FY 2016 Budget

CODE NO. & OBJECT DESCRIPTION	PROGRAM	COST
<b>200 MATERIALS AND SUPPLIES</b>		\$ 174,320
<b>210 - OFFICE SUPPLIES</b>		
	Paper, pens, fax and printer cartridges	\$ 1,200
<b>221 - OPERATING SUPPLIES</b>		
	221.1 Plant Supplies	\$ 1,000
	221.2 Publications	\$ -
	221.3 Shop Supplies	\$ 4,000
	221.4 Signs	\$ 250
	221.5 Emergency	\$ 1,500
	221.6 Custodial Supplies	\$ 3,500
	221.7 Line Cleaning Supplies	\$ 12,000
	221.8 Safety Supplies	\$ 3,000
	221.9 Chemicals	\$ 22,000
	221.10 Building Supplies	\$ 1,750
	221.11 Plumbing Supplies	\$ 2,000
	221.12 Laboratory Supplies	\$ 15,000
	221.13 Hardware Supplies	\$ 3,500
	221.14 Sludge Disposal	\$ 2,000
	221.15 Lubricants	\$ 3,000
	221.16 Electrical Supplies	\$ 3,500
		\$ 78,000
<b>222 - MOTOR VEHICLE SUPPLIES</b>		\$ 24,620



## Proposed FY 2016 Budget

CODE NO. & OBJECT DESCRIPTION	PROGRAM		COST
	Assumptions: Gasoline \$2.80 gal., Diesel \$ 2.90 gal.		
	<u>Equipment No.</u>	<u>Usage (gallons)</u>	
	Diesel Generators - Pump Stations	600	\$ 1,740
	81SW - 1997 Ford F-250	400	\$ 1,120
	82SW - 2014 Ford E-350 Camera Truck	500	\$ 1,400
	83SW - 2005 F450 Utility Truck	800	\$ 2,240
	84SW - 1995 Ford LN9000 Vacuum Truck	300	\$ 870
	80SW - 2009 Ford Explorer	300	\$ 840
	86SW - 2008 Combination Truck	1500	\$ 4,350
	87SW - 2014 Ford F-350 Utility Truck	400	\$ 1,120
	Pumps/Misc Equipment	100	\$ 290
			\$ 13,970
	Repair Parts		
	Portable Equipment		\$ 1,200
	80SW - 2009 Ford Explorer		\$ 500
	81SW - 1997 Ford F-250		\$ 750
	82SW - 2014 Ford E-350 Camera Truck		\$ 500
	83SW - 2005 F450 Utility Truck		\$ 1,200
	84SW - 1995 Ford LN9000 Vacuum Truck		\$ 1,500
	86SW - 2008 Combination Truck		\$ 4,500
	87SW - 2014 Ford F-350 Utility Truck		\$ 500
			\$ 10,650
<b>223 - UNIFORMS</b>	Uniform rental program - 12 employees		\$ 8,500
	Safety Shoes		\$ 2,200
	New/Replacement Clothes		\$ 2,500
			\$ 13,200

## Proposed FY 2016 Budget

CODE NO. & OBJECT DESCRIPTION	PROGRAM	COST	
<b>232 - EQUIPMENT REPAIR</b>	Materials for repair & maintenance of Treatment Plant equipment and pump stations:		
	Plant Equipment	\$	20,000
	UV System Bulbs (24)	\$	10,100
	UV System Ballasts (6)	\$	6,000
	UV System Miscellaneous Parts	\$	1,200
	Pump Station Equipment	\$	20,000
		\$	57,300

## Proposed FY 2016 Budget

CODE NO. & OBJECT DESCRIPTION	PROGRAM	COST
<b>300 - CONTRACTUAL SERVICES</b>		\$ 1,539,829
<b>310 - Advertising/Printing</b>		
<b>320 - PROFESSIONAL</b>		
	JobCal Support	\$ 900
	Rockwell Support	\$ 2,000
	Debt Mgt.	\$ 2,000
	Water Consumption Reports	\$ 1,200
	Insurance Premiums	\$ 132,599
	NPDES Compliance Testing	\$ 14,000
	NPDES Permit	\$ 2,300
	Random Drug Testing and Innoculations	\$ 1,000
		\$ 155,999
<b>330 - RENTAL&amp; LEASES</b>		
	Cell Phone Services	\$ 15,250
	Replacement Cell Phones(14)	\$ 2,800
	Copier	\$ 1,920
		\$ 19,970
<b>360 - UTILITIES</b>		
	360.1 Electricity FY 2016 Estimate (+2%)	
	Plant and UV System	\$ 329,500
	<u>Pump Stations</u>	
	Avery	\$ 4,000
	Barrington	\$ 2,500
	Benedict	\$ 30,000
	Clark	\$ 44,750
	Ellington	\$ 2,900

## Proposed FY 2016 Budget

CODE NO. & OBJECT DESCRIPTION	PROGRAM	COST
	Pleasant Valley	\$ 9,400
	Quarry Brook	\$ 3,100
	Route 5	\$ 2,600
	Rye	\$ 3,600
	Scantic I	\$ 2,100
	Scantic II	\$ 3,100
		\$ 437,550
	360.2 Fuel	\$ 43,500
	15000 gallons fuel oil at \$ 2.90 gal.	
	360.3 Telephone	\$ 4,800
	360.4 Water	
	Treatment Plant	\$ 5,000
	Clark Sreet Pump Station	\$ 600
		\$ 491,450
<b>371 - MAINTENANCE CONTRACTS</b>	Treatment Plant Pest Control	\$ 1,380
	Container Rental and Trash Collection at the Treatment Plant:	\$ 4,000
	Sludge Transportation and Disposal	\$ 338,000
	Grit Transportation and Disposal	\$ 12,000
	Custodial Building Maintenance at Treatment Plant	\$ 18,000
	Treatment Plant and Pump Station Grounds Maintenance	\$ 10,600
	Stormwater Testing	\$ 3,500
	Power Center and ATS Service Contract	\$ 15,000
	SCADA Maintenance	\$ 24,000
	HACH Analyzer Maintenance	\$ 14,000
	HVAC Trane Control System Service Contract	\$ 2,800
	HVAC Mechanical System Maintenance at Treatment Plant	\$ 45,000
	Controls/PLC Service Contract	\$ 5,000
		\$ -
		\$ 491,900

## Proposed FY 2016 Budget

CODE NO. & OBJECT DESCRIPTION	PROGRAM	COST
<b>373 - REPAIR MAINTENANCE EQUIPMENT</b>	Service calls	\$ 4,500
	Hoist Certification	\$ 4,000
	Fire Extinguisher Testing and Certifications	\$ 1,000
	Retrieval and Fall Protection Certification	\$ 1,500
	Backflow Preventer Certifications	\$ 750
	Boiler Certifications	\$ 3,000
	Equipment Calibrations/Certifications	\$ 4,000
		\$ 18,750
<b>374 - FEES &amp; MEMBERSHIPS</b>	Water Environment Federation	\$ 1,050
		\$ -
	Annual Meetings	\$ 250
	C.W.P.A.A.	\$ 220
		\$ 1,520
<b>375 - RECRUITMENT &amp; TRAINING</b>	Training materials, technical seminars and conferences	\$ 18,000
	DEEP Licensing Exams	\$ 2,400
	NASSCO	\$ 3,600
	Safety and Compliance Training	\$ 2,500
		\$ 26,500
<b>390 - OTHER PURCHASE SERVICES</b>	Vernon Sanitary Sewer Service (469 Units)	\$ 240,000
	MDC Sanitary Sewer Service	\$ 12,000
	Manchester Sanitary Sewer Service 85 units	\$ 44,500
		\$ 296,500
<b>393 - INTERNAL SERVICE CHARGE</b>	Sewer billing, collection, and engineering inspections	\$ 37,240

## Proposed FY 2016 Budget

CODE NO. & DESCRIPTION	PROGRAM	COST
<b>400 - CAPITAL OUTLAY</b>		<b>\$ 75,000.00</b>
<b>430 - CAPITAL PROJECTS</b>		
	BioFilter Media Replacement	\$ 20,000.00
	Generator PLC Power Supply Modification	\$ 3,500.00
	Rolloff Room Refurbishment	\$ 10,000.00
	BDPS Flow Transducers	\$ 12,000.00
	BDPS Wetwell Air Purge System	\$ 11,000.00
	Aeration Tanks - Air Flow Transducers	\$ 18,500.00
		<b>\$ 75,000.00</b>
<b>441 - OFFICE EQUIPMENT</b>		
<b>442 - DEPARTMENT EQUIPMENT</b>		

**ACTIVITY  
PUBLIC WORKS**

**SEWAGE TREATMENT  
AND DISPOSAL**

**ACCOUNT NO.  
1337-3252**

**DEBT SERVICE - PRINCIPAL & INTEREST**

Department  
Request

Manager  
Proposed

Council  
Approved

TOWN OF VERNON:

Principal	21,899	
Interest	<u>7,093</u>	
Subtotal	28,992	
<u>State Grant UV System:</u>		
Principal	33,831	
Interest	<u>14,283</u>	
Subtotal	48,114	
<u>Pleasant Val. Pump Station Upgrade</u>		
Principal	16,749	
Interest	<u>7,472</u>	
Subtotal	24,221	
<u>Submersible Pump Station Upgrade</u>		
Principal	66,309	
Interest	<u>27,994</u>	
Subtotal	94,303	
<u>Dry Pit Pump Station Upgrades (Interest)</u>	61,075	
Total Debt Service	<u>256,705</u>	

**CAPITAL IMPROVEMENTS**

TREATMENT SYSTEM:

0

COLLECTION SYSTEM:

Manhole Rehab., I/I Removal (Reserve for Capital Projects)	55,000
Nevers Road Sewer Extension	69,000
Truss Pipe Rehab	231,000
Avery St. Sewer Main Improvements	100,000
Easement Vegetation Management	226,000

TOTAL CAPITAL IMPROVEMENTS: 681,000

**ACTIVITY**  
**PUBLIC WORKS**

**SEWAGE TREATMENT**  
**AND DISPOSAL**

**ACCOUNT NO.**  
**1337-3252**

CONTRIBUTIONS TO RESERVE FUNDS

Operating Reserve  
Replacement Reserve

	180,200
	31,625
Total	<hr/> 211,825



05/18/2015 15:23 | TOWN OF SOUTH WINDSOR  
 bonniefrabin | Aging Report

| P 1  
 | ubagerpt

Bill date from: 10/01/2000 Aging as of date : 05/18/2015  
 To: 05/18/2015 Activity through date: 05/18/2015

SUMMARY BY TYPE/SERVICE

Type ServiceCurrent	1 - 30	31 - 60	61 - 90	91 - 120	Over 120	Interest	Total Due
BACKUP BACK FEES .00	.00	.00	.00	.00	20.00	.00	20.00
BADCK BAD CHECK .00	.00	.00	.00	.00	20.00	.00	20.00
INT INTEREST .00	.00	.00	.00	.00	571.47	.00	571.47
LIEN LIEN CNX .00	.00	.00	.00	.00	144.00	.00	144.00
LIENUF LIENUF .00	.00	.00	.00	.00	35,067.97	.00	35,067.97
WARR-U WARRANT .00	.00	.00	.00	.00	402.00	.00	402.00
C COMMERCIAL COMSEW COMMERCIAL .00	.00	64,705.59	.00	.00	21,753.02	11,053.58	97,512.19
R RESIDENT ACANS AUTO CANS .00	25,619.00	.00	.00	.00	.00	.00	25,619.00
RESSEW UF-RES .00	.00	.00	.00	.00	524,476.52	169,607.98	694,084.50
*** FINAL TOTALS .00	25,619.00	64,705.59	.00	.00	582,454.98	180,661.56	853,441.13

\*\* END OF REPORT - Generated by Rabin, Bonnie \*\*

Exhibit C

# MEMORANDUM

Exhibit D

TO: Members of the Water Pollution Control Authority

FROM: C. F. Shaw, Superintendent of Pollution Control

RE: Unbilled Sewer Accounts

June 2, 2015

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The following sewer connections were incorrectly closed out on the Town's computer permit system at the time of connection to the sanitary sewer and therefore, were not added to the billing list. The following lists the outstanding accumulated unbilled sewer charges for each address:

<u>Address</u>	<u>User Type</u>	<u>Date of Connection</u>	<u>Unbilled User Charges</u>
2 Joseph Lane	Residential	05/28/2009	\$2,072.00
78 Frazer Fir	Residential	05/21/2009	\$2,072.00
46 Steep Road	Residential	06/23/2010	\$1,732.00
1503 Sullivan Ave.	Residential	11/05/2010	\$1,444.00
380 Burnham St.	Residential	03/02/2011	\$1,444.00
230 Brook St.	Residential	07/24/2012	\$730.00
206 Buckland Rd.	Commercial	06/03/2008	\$2,020.00

It is recommended that these addresses be added to the Master List and that the owners be contacted to arrange for repayment.

Town staff will be consulting with the IT Department in creating a monthly reporting system to track drain layer permits to ensure that an appropriate monitoring system is in place to reduce the chances of a reoccurrence of this problem.