

REV 02/25/21 e  
4:15 PM  
Kara D. Cost

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  
VIRTUAL MEETING  
SOUTH WINDSOR TOWN HALL**

**AGENDA**

**TUESDAY, MARCH 2, 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: 9737**

**Public is welcome to email comments to [Wpcacomments@southwindsor-ct.gov](mailto:Wpcacomments@southwindsor-ct.gov) or to call in through the above referenced WEBEX call.**

**A. Roll Call**

**B. Acceptance of Minutes of Previous Meeting**

1. February 2, 2021 Regular Meeting

**C. New Business**

1. Pump Station Upgrade Account – Transfer of Funds

**D. Communications and Reports**

1. Superintendent Report

**E. Public Participation (Items not on the agenda)**

**F. Bills, Change Orders, Disbursements**

1. Refund of Sewer Use Payment

**G. Unfinished Business**

1. Draft FY 2021/2022 Budget Presentation

**H. Executive Session**

**I. Adjournment**

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

**REGULAR MEETING  
VIRTUAL MEETING  
SOUTH WINDSOR TOWN HALL**

**MINUTES**

**TUESDAY, MARCH 2, 2021  
7:00 P.M.**

Chairman Thomas Ruby called the Regular Meeting/Virtual Meeting to order at 7:00 p.m. and explained that the public is welcome to email comments to [Wpcacomment@southwindsor-ct.gov](mailto:Wpcacomment@southwindsor-ct.gov) or to call in through WEBEX at 855-925-2801; meeting code 9737.

**A. Roll Call**

**Members Present:** Carol Fletterick, Erik Dabrowski, Steven King, Jr. (7:01 p.m.), Toby Lewis (7:03 p.m.), Thomas Ruby, and Stephen Wagner

**Members Absent:** Ashwatha Narayana

**Alternates Present:** Vicki Paliulis (7:01 p.m.)

**Alternates Absent:** Shawn Jacobaccio

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

**B. Acceptance of Minutes of Previous Meeting**

1. February 2, 2021 Regular Meeting

Motion was made to approve the minutes of the February 2, 2021 Regular Meeting.

The motion was made by Mr. Steven King, Jr. and seconded by Ms. Carol Fletterick.  
The motion carried unanimously.

**C. New Business**

1. Pump Station Upgrade Account – Transfer of Funds

Mr. Toby Lewis joined the meeting at this time, 7:03 p.m.

Mr. Tony Manfre explained that the Department of Energy and Environmental Protection (DEEP) has approved Arcadis to provide engineering services for the upgrade design and construction of Clark Street, Benedict Drive and Pleasant Valley Pump Stations. The pump station upgrades are going to be funded through Clean Water Fund (CWF) loans. The invoices will be paid through a project account and reimbursed with CWF loans. The design has begun and a project account for engineering design and construction services needs to be created. Mr. Manfre proposed transferring funds from the Replacement Reserve Fund, and creating the project account in order to continue to pay the engineers for the work. Once the reimbursed expenses from the CT DEEP CWF loan program for these projects are received they will be put back into the Replacement Reserve.

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Mr. Steven King, Jr. asked Mr. Manfre if there's ever be an issue in the past whereby the loans are not approved. Not that I'm aware of, responded Mr. Manfre and explained that he's been working closely with DEEP on this matter. There's a representative from DEEP who's is going to help with the application process to achieve the loans.

This is a Resolution approving the transfer of funds from the Replacement Reserve to Pump Station Upgrade account:

WHEREAS, the South Windsor Water Pollution Control Authority (WPCA) has applied for and received authorization from the State of Connecticut Department of Energy and Environmental Protection (CT DEEP) to hire the engineering firm Arcadis, Inc. to design the upgrade of the Clark Street, Benedict Drive and Pleasant Valley Pump Stations and to also perform engineering services during the construction phases; and

WHEREAS, the pump station upgrade shall be funded through the CT DEEP Clean Water Fund loan program.

BE IT RESOLVED that the South Windsor Water Pollution Control Authority hereby approves transferring \$1,100,000 from the Replacement Reserve to the Capital Improvement Project account for the upgrade of the Clark Street, Benedict Drive and Pleasant Valley Pump Station upgrade; and

BE IT FURTHER RESOLVED that reimbursed expenses from the CT DEEP CWF loan program for these projects shall be applied to the Replacement Reserve upon receipt.

The motion to approve the resolution was made by Mr. Stephen Wagner and seconded by Mr. Steven King, Jr. The motion carried unanimously.

**D. Communications and Reports**

**1. Superintendent Report**

Included with the Agenda was a report from Mr. Tony Manfre, Superintendent of Pollution Control (see Exhibit A). Mr. Tony Manfre briefly discussed each item on his report.

Chairman Thomas Ruby asked if Mr. Manfre received a report concerning the collection for delinquent accounts. Not this month, responded Mr. Manfre. Chairman Ruby asked to have a report at the next meeting regarding the status of the delinquent accounts.

**E. Public Participation (Items not on the agenda)**

None

**WATER POLLUTION CONTROL AUTHORITY  
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**MINUTES**

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**F. Bills, Change Orders, Disbursements**

Mr. Tony Manfre reported that the Collector of Revenue has received a double payment from 93 Rugby Lane, South Windsor, CT. Mr. Manfre was not exactly sure what the circumstances were with this particular account, however, there was an overpayment in the amount of \$415. Sometimes this can happen when the bank and the property owner pay the bill at the same time. The Collector of Revenue requested a refund to the property in the amount of \$415.00 (see Exhibit B).

Motion to approve refund of the excess sewer use payment of \$415.00 to 93 Rugby Lane.

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

**G. Unfinished Business**

**1. Draft FY 2021/2022**

Included with the Agenda was a draft copy of the proposed budget for FY 2021/2022 (see Exhibit C). Mr. Tony Manfre presented the budget; he explained that the following revisions were made to the budget in February: Reduced the Pipe Rehabilitation by \$250,000; Reduced the I/I Removal and Manhole Rehabilitation by \$50,000; and Reduced the Truck 80 Replacement by \$18,000. In March, Mr. Manfre further reduced the Truck 80 replacement by another \$11,000 and after talking with the Collector of Revenue he increased the collection rate from 92% to 95%. The Truck 80, is a Ford Explorer which is about 11 or 12 years old. Mr. Manfre explained that originally he budgeted \$34,000 for the full replacement of the vehicle. In order to help reduce the budget, he explained that the Town has a fleet of vehicles that they lease every year and there were a few that were coming up on lease. Last month, Mr. Manfre proposed purchasing one of the vehicles at \$17,000 and it will be 3 years old and have a certain amount of miles. Mr. Manfre thought that there was one vehicle available but it wasn't. Therefore, Mr. Manfre proposed leasing a vehicle at \$6,000 per year over 5 years and at that point either purchase the vehicle or continue with a new one. This is a vehicle that is needed and has helped a lot through the pandemic in an effort to keeping staff separated. The Ford Explorer trade in value is \$4,500. Also, Mr. Manfre proposed increasing the sewer user fees to \$418.00; an increase of \$3 for the year.

Mr. Stephen Wagner asked Mr. Manfre if he have looked at electric vehicles. No, we purchase of the state bid, responded Mr. Manfre. Mr. Wagner explained that the electric vehicles tend to be probably more expensive at the start but are less expensive to operate. It would be worth looking at, said Mr. Wagner.

Mr. Wagner also commented on the proposed sewer user rate. He expressed that people are hurting right now. This would be another year where the Authority may want to take some more risks and dip into the reserves to keep the sewer user rate from going up.

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Chairman Ruby agreed with Mr. Wagner and explained that in order to maintain the same rate they need to reduce the expenditures by roughly \$35,000 to \$36,000 or find something in the revenue side that will offset that. Chairman Ruby expressed that it is his sense that the members of the Authority are not inclined to increase the fees this year and asked Mr. Manfre to use that as guidance in developing the April version of the budget. Mr. Manfre responded that with regards to the revenues he should have a firmer commercial flow number this week. He will continue to talk with the Collector of Revenue on the collection rate.

Mr. Manfre was asked to have a report at the next meeting regarding the status of commercial/industrial accounts in terms of revenue forecasts as well as a summary of activity concerning the collection efforts for delinquent accounts.

Mr. Stephen Wagner expressed that he heard that Carla's Pasta is having some issues and asked Mr. Manfre if he had any communication with them. Mr. Manfre responded that his understanding is that Carla's Pasta filed Chapter 11 which gives their business an opportunity to reorganize. They seem to be confident in the Finance Department and the Town is expected to receive any taxes or sewer fees that are owed.

At this point, there was no other comments on the budget.

**H. Executive Session**

None

**I. Adjournment**

Motion was made to adjourn the meeting at 7:30 p.m.

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

Respectfully submitted,

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Ether Diaz, Recording Secretary

# WPCA COMMUNICATIONS AND REPORTS

March 2, 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

### Public Outreach

On February 17<sup>th</sup> Jeff LeMay lead a tour for three local Scouts through the treatment plant. They requested a tour as part of their research for a water cycle project. The tour was well received by both the scouts and their parent chaperones. They have inquired about more tours with small groups this summer.

### Miscellaneous Industrial User Permitting

We continue to develop a practical solution on administrating an efficient MIU permitting process. Authority member Vicki Paliulis was able to share her perspective and experience with Jeff LeMay and myself. We plan on meeting again to continue the discussion once my office has a better handle on what to expect in terms of quantity of permittees and information that should be collected.

## Treatment Plant and Collection Systems

### Treatment Plant

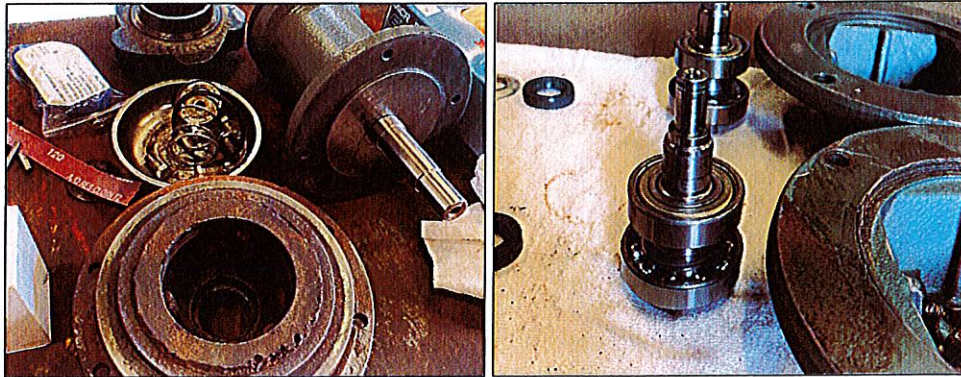
#### *Process*

TREATMENT PLANT	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-20
AVG FLOW (MGD)	2.82	2.74	2.93	2.70	2.19	2.10	2.04	1.85	1.92	2.13	2.79	2.92
BOD REMOVAL	99.0%	99.0%	97.0%	98.0%	99.0%	98.8%	99.1%	98.8%	98.0%	98.6%	97.3%	95.7%
TSS REMOVAL	99.0%	99.0%	98.0%	98.0%	99.0%	98.9%	99.0%	98.6%	98.0%	98.7%	97.7%	95.6%
NITROGEN LBS. (106 LBS. LIMIT)	87	96	126	108	82	95	84	80	87	85	113	115



## Maintenance

- Bearings and Bearing Housings on all three Primary Clarifiers and both Gravity Thickener drives have been replaced. The new housings have had grease fittings machined on in order to prolong the life of the bearings.



- Failed switch replaced on Thickened Waste Activated Sludge Pump 1 which required extensive electrical work.
- Installation of chemical feed pump to meter odor oxidizing chemical into Sludge Storage Tanks. This should drastically improve odors in this area.
- Began rebuild of Plant Water Pump 1. Once this pump is finished the internal components of all three of these critical pumps will be renewed.
- Installation of repaired Mixer Pump into Aeration Basin 1.
- Continued to keep up with regular scheduled maintenance along with unscheduled maintenance such as snow clean up from a few significant events.

## Collection System

COLLECTION SYSTEM	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-20	TOTAL FT
CCTV (FEET)						23,128	23,724	58,045	9,992	5,223	14,848	6,544	141,504
Contracted CCTV						0	0	13,744	17,617	20,392	0	3,374	55,127
CLEANING (FEET)						27,458	25,301	65,099	28,250	25,000	10,000	3,000	184,108

- Continued with sewer line cleaning and CCTV Inspection.
- Worked with Insituform on cleaning Chapel Road Sewer lines in preparation for lining.
- Staff provided onsite inspection for the Insituform CIPP installation on Chapel Road.
- Cleaned and repaired faulty check valves at Clark Street Pump Station.
- Repaired coolant leak on Benedict Drive Pump Station generator.
- Degreased Benedict Drive Pump Station and cleaned check valves.
- Continued with sewer line cleaning and CCTV Inspection.

## Capital Improvement Project Updates

### Clark Street, Benedict Drive, Pleasant Valley Pump Station Upgrades

- Met with Arcadis to discuss the direction of initial design options.

#### *Next Steps:*

- *Engineer to perform Connecticut Environmental Policy Act (CEPA) Permit Review*
- *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

- Insituform began lining the 24"-36" diameter pipe and is expected to have this complete by the second week in March. Several weather delays have pushed the completion date back.





*The above photo was taken during the curing process of a 27" liner on a Right of Way located at the International Magnet School for Global Citizenship on Chapel Road. The bright white steam-filled liner can be seen within the metal framework.*

## **Collection of Sewer User Fees and Delinquent Accounts**

### Collector of Revenue Report

*To be provided at the meeting.*

*Respectfully submitted by: Tony Manfre, Superintendent of Pollution Control*

Collector of Revenue

Refund Batch 1 FY 20-21

March 2, 2021 WPCA Meeting

Name	Bill	City/State/Zip	Prop Loc/Vehicle Info.
MCKELLAR GORDON N & CATHERINE N	2021-06-0044689	SOUTH WINDSOR, CT 06074	93 RUGBY LANE

**Reason**  
Sec. 12-129 Refund of Excess Payments.

*Carlene Andrulat*

Drafted by:

Carlene Andrulat  
Revenue Clerk

2/22/21

Date:

*Jennifer R. Hilinski*  
Approved by: Jennifer R. Hilinski, CCMC, CCMO  
Date: 22 Feb 2021

Approved by:

Anthony Manfre  
Superintendent of Pollution Control

Date:

Total of 1 Refund	Over Paid
	(415.00)
	<u>(415.00)</u>



**PUBLIC WORKS  
POLLUTION CONTROL**

**FISCAL YEAR  
2021/2022**

Exhibit C

**ACCOUNT NO.  
3252**

	FY1920 ACTUAL	FY2021 APPROVED	FY2122 PROPOSED	DELTA FROM LAST YEAR	% CHANGE
<b>100 Salary &amp; Benefits</b>					
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%
<b>Subtotal:</b>	<b>\$ 1,584,837</b>	<b>\$ 1,719,744</b>	<b>\$ 1,753,910</b>	<b>\$ 34,166</b>	<b>1.9%</b>
<b>200 Materials &amp; Expenses</b>					
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%
<b>Subtotal:</b>	<b>\$ 247,934</b>	<b>\$ 275,800</b>	<b>\$ 296,913</b>	<b>\$ 21,113</b>	<b>7.1%</b>
<b>300 Contractual Services</b>					
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%
<b>Subtotal:</b>	<b>\$ 1,353,844</b>	<b>\$ 1,752,750</b>	<b>\$ 1,786,000</b>	<b>\$ 33,250</b>	<b>1.9%</b>
<b>400 Capital Outlay</b>					
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	\$ 251,000	\$ 174,500	69.5%
<b>Subtotal:</b>	<b>\$ 106,549</b>	<b>\$ 244,500</b>	<b>\$ 298,300</b>	<b>\$ 53,800</b>	<b>18.0%</b>
<b>Department Total:</b>	<b>\$ 3,293,164</b>	<b>\$ 3,992,794</b>	<b>\$ 4,135,123</b>	<b>\$ 142,329</b>	<b>3.4%</b>

CODE NO. & DESCRIPTION	PROGRAM	COST	FY21 BUDGET
<b>100 PERSONNEL SERVICES</b>		<b>\$ 1,753,910</b>	<b>\$ 1,719,743</b>
<b>110 FULL TIME SALARIES</b>	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
	<b>Salary Total</b>	<b>1,097,110</b>	<b>\$ 1,081,700</b>
<b>111 OVERTIME</b>			
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)	HOLIDAY OVERTIME	\$ 4,282	\$ 4,184
# OF HRS # OF STAFF WAGE x 2	<b>SCHEDULED OT TOTAL</b>	<b>\$ 34,255</b>	<b>\$ 33,469</b>
2 2 \$ 82.34			
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	<b>UNSCHEDULED OT TOTAL</b>	<b>\$ 70,287</b>	<b>\$ 68,003</b>
4 2 \$ 72.76			
STAND BY COMP:	STAND BY COMPENSATION	\$ 13,000	\$ 13,000
WKS/YR COST/WK.	<b>TOTAL</b>	<b>\$ 13,000</b>	<b>\$ 13,000</b>
52 \$ 250			
<b>112 LONGEVITY</b>			
	LONGEVITY PAYMENT	700	700
DRAFT 2/11/2021	<b>TOTAL</b>	<b>\$ 700</b>	<b>\$ 700</b>

CODE NO. & DESCRIPTION	PROGRAM	COST	FY21 BUDGET
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## 114 TEMPORARY HELP

TEMPORARY/SEASONAL HELP	\$	-	\$	-
<b>TOTAL</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>

## 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
<b>TOTAL</b>	<b>\$</b>	<b>538,558</b>	<b>\$</b>	<b>522,872</b>



**PUBLIC WORKS**  
**POLLUTION CONTROL**

**FICAL YEAR**  
**2021/2022**

**ACCOUNT NO.**  
**3252**

CODE NO. & DESCRIPTION	PROGRAM	COST	FY21 BUDGET
<b>200 MATERIALS AND SUPPLIES</b>		\$ 296,913	\$ 275,913
<b>210 OFFICE SUPPLIES</b>			
PAPER, PENS, FAX, AND PRINTER	SUPPLIES	\$ 2,000	\$ 2,000
CARTRIDGES			
	<b>TOTAL</b>	<b>\$ 2,000</b>	<b>\$ 2,000</b>
<b>221 OPERATING SUPPLIES</b>			
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
	<b>TOTAL</b>	<b>\$ 138,950</b>	<b>\$ 118,950</b>
<b>222 MOTOR VEHICLE SUPPLIES</b>	USE (GAL.)		
ASSUMPTIONS:	FUEL: Diesel Generators - Pump Stations	600 \$ 1,800	\$ 1,800
GASOLINE \$ 2.50	80SW - 2009 Ford Explorer	350 \$ 875	\$ 750
DIESEL \$ 3.00	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
	<b>TOTAL</b>	<b>\$ 14,563</b>	<b>\$ 13,450</b>
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
	<b>TOTAL</b>	<b>\$ 10,650</b>	<b>\$ 10,650</b>

PUBLIC WORKS  
POLLUTION CONTROL

FICAL YEAR  
2021/2022

ACCOUNT NO.  
3252

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

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	\$ -	\$ -
	<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>
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
	<b>TOTAL</b>	<b>\$ 164,100</b>	<b>\$ 160,100</b>
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
	<b>TOTAL</b>	<b>\$ 33,400</b>	<b>\$ 33,400</b>
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 \$2.50	360.2 HEATING FUEL 15,000/YR	\$ 37,500	\$ 37,500
	360.3 TELEPHONE LAND LINES	\$ 3,000	\$ 3,000
	360.4 WATER SERVICE:		
	TREATMENT PLANT	\$ 7,500	\$ 7,500
	CLARK ST PS	\$ 600	\$ 600
	<b>TOTAL</b>	<b>\$ 486,000</b>	<b>\$ 456,000</b>

**PUBLIC WORKS  
POLLUTION CONTROL**

**FISCAL YEAR  
2021/2022**

**ACCOUNT NO.  
3252**

<b>CODE NO. &amp; DESCRIPTION</b>	<b>PROGRAM</b>	<b>COST</b>	<b>FY21 BUDGET</b>
<b>371 MAINTENANCE CONTRACTS</b>			
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
<b>TOTAL</b>		<b>\$ 673,300</b>	<b>\$ 674,300</b>
<b>373 REPAIR MAINTENANCE EQUIP.</b>			
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
<b>TOTAL</b>		<b>\$ 32,300</b>	<b>\$ 32,300</b>
<b>374 FEES &amp; MEMBERSHIPS</b>			
Water Environment Federation		\$ 1,650	\$ 1,650
C.W.P.A.A.		\$ 500	\$ 250
<b>TOTAL</b>		<b>\$ 2,150</b>	<b>\$ 1,900</b>
<b>375 RECRUITMENT &amp; TRAINING</b>			
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
<b>TOTAL</b>		<b>\$ 23,750</b>	<b>\$ 23,750</b>

PUBLIC WORKS  
POLLUTION CONTROL

FISCAL YEAR  
2021/2022

ACCOUNT NO.  
3252

CODE NO. & DESCRIPTION	PROGRAM	COST	FY21 BUDGET
<b>390 OTHER PURCHASE SERVICES</b>			
SANITARY SEWER SERVICES:			
Vernon (469 Units)		\$ 260,000	\$ 260,000
MDC		\$ 14,000	\$ 14,000
Manchester (85 units)		\$ 52,000	\$ 52,000
TOTAL		\$ 326,000	\$ 326,000
<b>393 INTERNAL SERVICE CHARGE</b>			
ENGINEERING/COLLECTOR OF REV.		\$ 45,000	\$ 45,000
TOTAL		\$ 45,000	\$ 45,000



**PUBLIC WORKS  
POLLUTION CONTROL**

**FISCAL YEAR  
2021/2022**

**ACCOUNT NO.  
3252**

<b>CODE NO. &amp; DESCRIPTION</b>	<b>PROGRAM</b>	<b>COST</b>	<b>FY21 BUDGET</b>
<b>400 CAPITAL OUTLAY</b>		\$ 298,300	\$ 244,500
<b>430 CAPITAL PROJECTS</b>			
	Odor Control System	\$ 30,000	
	Security System Panel	\$ 5,000	
	Server Powerswitch (2)	\$ 7,300	
	Sludge Storage Floor Repair	\$ 5,000	
	<b>TOTAL</b>	<b>\$ 47,300</b>	<b>\$ 168,000</b>
<b>441 OFFICE EQUIPMENT</b>		\$ -	
	<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>
<b>442 DEPARTMENT EQUIPMENT</b>			
	Truck 80 Replacement	\$ 6,000	
	UTV	\$ 60,000	
	Portable CCTV System	\$ 115,000	
	4" Godwin Pump	\$ 55,000	
	Crane Replacement-Truck 87	\$ 15,000	
	<b>TOTAL</b>	<b>\$ 251,000</b>	<b>\$ 76,500</b>

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

### 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	
	<b>CIP TOTAL</b>	<b>\$ 800,000</b>	<b>\$ 1,005,000</b>

### RESERVE FUND CONTRIBUTION

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

**PUBLIC WORKS  
POLLUTION CONTROL**

**FISCAL YEAR  
2021/2022**

**ACCOUNT NO.  
3252**

**REVENUES**

<b>Sources of Revenue</b>	<b>ACTUAL FY1819</b>	<b>ACTUAL FY1920</b>	<b>YTD FY2021</b>	<b>ESTIMATED FY2122</b>
Sewer User Charges	\$ 4,986,299	\$ 4,745,397	\$ 3,702,322	\$ 5,043,068
Industrial Surcharges	\$ 112,044	\$ 71,287	\$ 14,094	\$ 50,000
Septic Dumping Fees	\$ 26,392	\$ 19,893	\$ 17,593	\$ 20,000
Grant Reimbursement/Loan	\$ -	\$ -	\$ -	\$ -
Interest Income	\$ 68,073	\$ 67,336	\$ 35,276	\$ 70,000
Lien Fees	\$ 18,487	\$ 16,712	\$ 8,418	\$ 20,000
Gen. Gov. Sundry	\$ 2,873	\$ 7,601	\$ 5,818	\$ 11,500
Permit Fees	\$ 7,840	\$ 4,160	\$ 2,480	\$ 6,000
Assessments	\$ 14,898	\$ 32,561	\$ 12,747	\$ 15,000
Connection Charges	\$ 129,559	\$ 335,699	\$ 93,186	\$ 200,000
Capacity Charge	\$ 50,439	\$ 67,869	\$ 18,037	\$ 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
	<b>\$ 5,454,071</b>	<b>\$ 5,502,285</b>	<b>\$ 3,909,999</b>	<b>\$ 5,551,018</b>

**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**

<b>Ct=</b>	OPERATIONS	\$ 4,135,123
	DEBT SERVICE	\$ 349,311
	<b>*REPLACE. RESERVE</b>	\$ -
	OPERATING RESERVE	\$ -
	CAP. IMPROVEMENT	\$ 800,000
	WPCA	\$ 2,900
	<b>TOTAL EXPENDITURES</b>	<b>\$ 5,287,334</b>

<b>Cr=</b>	SURCHARGES	\$ 50,000
<b>Ro=</b>	OTHER SOURCES OF REVENUE	\$ 457,950
<b>Qt=</b>	RESIDENTIAL FLOW	670,771,470
	COM/IND FLOW	279,228,530
	<b>TOTAL FLOW</b>	<b>950,000,000</b>

**Qo=** USER DISCHARGE FLOW 79,000 GAL

USER CHARGE = \$ 397.44

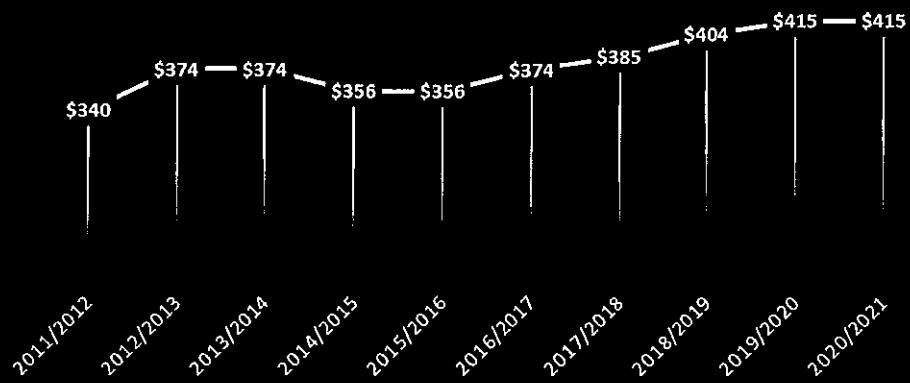
ALLOWABLE FOR  
UNCOLLECTABLES 5% \$ 19.87

<b>USER CHARGE</b>	<b>\$ 417.32</b>
<b>FINAL USER CHARGE</b>	<b>\$ 418</b>

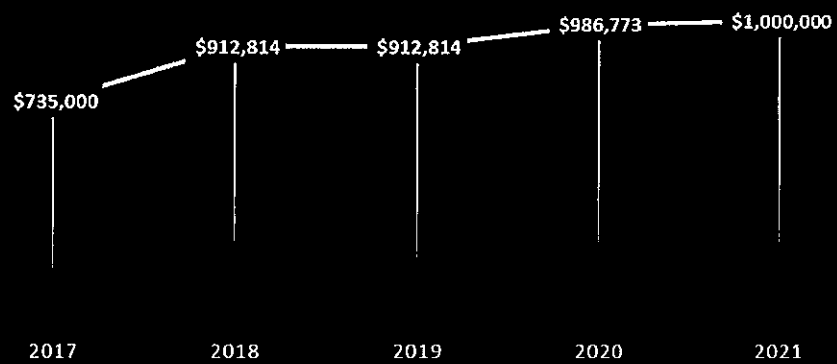
RESIDENTIAL USERS 8,550  
COM/IND REVENUE \$ 1,475,018  
RES. REVENUE \$ 3,568,049

<b>TOTAL</b>	<b>\$ 5,043,068</b>
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### 10 YR. USER FEE HISTORY



### CAPITAL RESERVE



### REPLACEMENT RESERVE

