

rec'd 5/26/2021 @ 3:45 PM
K. A. Stahel 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**

**REGULAR MEETING
SOUTH WINDSOR TOWN HALL
COUNCIL CHAMBERS**

AGENDA

**TUESDAY, JUNE 1, 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>.

A. Roll Call

B. Acceptance of Minutes of Previous Meetings

1. May 4, 2021 - Public Hearing & Regular Meeting

C. New Business

1. Fiscal Year 2021/2022 Budget, Sewer User Fees and Qualified Income Discount Program (Decision)
2. Sewer Use Appeal Hearing
 - i. Commercial Sewer Use Bill – 310 Nutmeg Road
3. 40 Commerce Road, Manchester, CT - Scott Transportation (Approval to Connect)
4. 742 Ellington Road - Educational Playcare Center (Approval to Connect)

D. Communications and Reports

1. Superintendent Report
2. Miscellaneous Industrial User General Permit Subcommittee Update

E. Public Participation (Items not on the agenda)

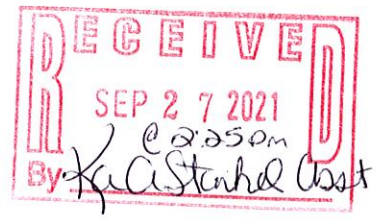
F. Bills, Change Orders, Disbursements

G. Unfinished Business

H. Executive Session

I. Adjournment

**WATER POLLUTION CONTROL AUTHORITY
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**MINUTES
COUNCIL CHAMBERS**

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**REGULAR MEETING
JUNE 1, 2021 AT 7:00 PM**

Chairman Thomas Ruby called the Regular Meeting to order at 7:02 p.m. The following actions were taken during the June 1, 2021 Regular Meeting.

A. Roll Call

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

Members Absent: Ashwatha Narayana and Stephen Wagner

Alternates Present: Shawn Jacobaccio and Vicki Paliulis

Alternates Absent:

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

Others Present: Janice Snyder, Council Liaison

B. Acceptance of Minutes of Previous Meetings

1. May 4, 2021, Public Hearing and Regular Meeting

Motion to accept the minutes of the May 4, 2021 Public Hearing and Regular Meeting as presented.

The motion was made by Mr. Steven King, Jr. and seconded by Mr. Shawn Jacobaccio. The motion carried unanimously.

Mr. Toby Lewis asked why does Mr. Ashwatha Narayana remain listed in the Roll Call as a member of the WPCA when he has resigned from the Authority since last November. Chairman Tom Ruby responded that Mr. Narayana has been notified to submit in writing his resignation of the WPCA to the Town Council. Until then he remains an active member of the WPCA. Councilor Janice Snyder reported that the Council did receive Mr. Narayana's resignation of the WPCA and she will ask the Council Clerk to inform the WPCA accordingly.

C. New Business

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

Included with the Agenda was a copy of the proposed FY 2021/2022 Budget (see Exhibit A), Sewer User Fees and Qualified Income Discount Program (see Exhibit B.)

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Chairman Ruby explained that a Public Hearing was held on this matter. Mr. Anthony Manfre, Superintendent of Pollution Control confirmed that no comments from the public were received.

Motion to adopt the fiscal year 2021/2022 Operating Budget, Sewer User Fees and Qualified Income Discount Program as presented.

The motion was made by Mr. Toby Lewis and seconded by Mr. Shawn Jacobaccio. The motion carried unanimously.

Chairman Ruby noted that the budget has been approved without an increase in the sewer user rate for the Town residents. He thanked Mr. Manfre for doing a good job in putting the budget together.

2. Sewer Use Appeal Hearing

i. Commercial Sewer Use Bill – 310 Nutmeg Road

Mr. Tony Manfre reported that Mr. John Filloramo, Appellant was unable to attend the meeting this evening. Mr. Manfre recommended to maintain this matter on the Agenda until the September meeting. If Mr. Filloramo decides to withdraw this matter he will need to submit it in writing, said Mr. Manfre.

3. 40 Commerce Road, Manchester, CT – Scott Transportation (Approval to Connect)

Included with the Agenda was a copy of the Narrative Report for this project (see Exhibit C). Mr. Manfre explained that the proposed property is located in the Town of Manchester on the South Windsor line. The flow goes into a Manchester pipe which eventually will flow into the South Windsor treatment plant. There's a municipal intertown agreement in place between the Town of South Windsor and the Town of Manchester for connections like this one. Following the agreement South Windsor has the right to collect the benefit assessment and any associated connection charges. Also the property will be billed with the other Manchester properties annually.

Daniel Jameson, Professional Engineer in the State of CT and Project Manager at Design Professionals presented the application on behalf of Scott Transportation. They are a long haul trucking company with the SIC Code 4111 for Local and suburban transit. The property is located at 40 Commerce Road, Manchester, CT. The site ultimately flows to a sanitary line in Commerce Road which ultimately conveys a flow to a sanitary main in Chapel Road, South Windsor, CT. This is a proposed 11,320+SF building with parking and associated other improvements to the site. The anticipated flow from this building is 1,132 gallons per day (gpd). The basic use of the building will be for dispatch and accounting of the trucking services operation. They are also proposing space for maintenance and repair on their long haul car trailers. They are proposing a floor drain in back of the proposed building that will drain to a 1,000 gallons grit separator. There will be no heavy duty service or repair at any time on the

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site. They are not going to be doing oil changes or engine work. It will be just for fabrication or repairs of their haul trailers after they transport the vehicles.

Mr. Shawn Jacobaccio asked if there will be any truck or vehicle cleaning in the facility. Mr. Jameson responded that they may be washing their trailers after they come back from their trip; that's why they are proposing a floor drain and an oil grit separator to collect any oil and grease that may come out of that operation. It is not a car wash operation; is just for their vehicle maintenance as they need it.

Mr. Toby Lewis asked what chemicals will be used in the washing; what kind of soaps. Mr. Jameson responded that it will be just standard automobile washing soap as they are not hauling anything hazardous. They are just hauling sedans and suvs between dealerships. It will be just the maintenance of their 17 long haul trailers. Are these new vehicles, asked Mr. Lewis, as he's aware that new vehicles that come over on the ship are covered with cosmoline. Mr. Jameson responded that it's a mix of used and new vehicles. It will be fair to know what's going into the town's sanitary system, expressed Mr. Lewis. Mr. Jameson responded that the applicant has stated that they don't plan on doing any heavy duty maintenance and repair on site. It will only be washing of their trailers and they are proposing an oil separator in the event that oils and grease do come in the washing process.

Ms. Vicki Paliulis explained that they are required to obtain a general permit for stormwater under Appendix A for industrial activity in the State of CT. She asked what the timeline to obtain the permit is. Mr. Jameson responded that this is a 4 acre site, therefore, they don't need to get a permit. Ms. Paliulis responded that they can't proceed without a general permit under the State of CT regulations of the Clean Water Act. Mr. Jameson responded that the site is only 4 acres and the minimum requirement for DEEP application submission online is 5 acres or more. Therefore, they are not required to submit a DEEP application online. Ms. Vicki Paliulis also asked for their time line of the Spill Prevention, Control and Countermeasure (SPCC) plan in regards to having some sort of oil on site. She asked if they are expecting to have oil on site that exceeds a level of 1,320 gallons. No, responded Mr. Jameson and explained that they are not proposing an oil tank on site; the use of the site is just for their storing of their trailers, a little fabrication maintenance and washing of the trailers. The only chance of a spill will be during the washing of the trailers and cars inside of the building; they are not transporting a large quantity of hazardous material. Ms. Vicki Paliulis asked Mr. Jameson to explain a little more on the facility operation. Mr. Jameson explained that they have 17 long haul trailers. The applicant is just looking for a place to have their central operation and maintain their fleet in house. They have parking spaces available for their trailers on site. The proposed building is for offices to do their accounting and their dispatch.

Mr. Erik Dabrowski stated that since they are not doing any oil changes or engine work on site at this location, then what Ms. Paliulis was speaking of is not within the Authority's purview to go after that particular regulation. He asked if that's correct. Mr. Manfre responded that his understanding of the project is that they are just going to

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be washing the vehicles which will create grit and sand from the road ways and the washing detergent is going to the Town's sanitary system. However, they will need to have a spill prevention plan if they do have chemicals on site and prevent it from going into the sewer line. Ms. Paliulis explained that she was referring mostly to the spill prevention control and countermeasure plan in regards to those contingencies requirements under that regulation. No further questions or comments were made.

Motion to approve the connection of 40 Commerce Road in Manchester is subject to the following conditions:

1. Technical approval by the Town of Manchester;
2. The sewer line is installed in substantial conformance with the design plans;
3. Project as-builts are provided to the South Windsor Engineering Department;
4. Payment of the following charges will be due at the time of connection, the rates for which will be in effect until June 30, 2021:
 - a. Connection Charge in the amount of \$16,313.04 for 4.061 buildable acres;
 - b. Capacity Charge in an amount to be determined by the size and quantity of water meter(s);
 - c. Benefit and Lateral Assessment for a minimum zone frontage of 100' and one lateral in the amount of \$9,655.

The motion was made by Mr. Toby Lewis and seconded by Mr. Erik Dabrowski. Ms. Vicki Paliulis explained that the applicant is claiming exemption at this time of the General Permit for the Discharge of Stormwater associated with industrial activity because the facility acreage does not meet the criteria. Therefore, she moved to amend the motion as follows:

Motion to include that this approval is also subject to demonstration from the applicant that they satisfy the provisions by the Stormwater Pollution Prevention requirements under the Clean Water Act per CT DEEP regulation.

Mr. Jameson explained that they do have to abide to the requirements, they just don't have to submit the DEEP file application only because the property site is less than 5 acres. Ms. Paliulis responded that she just wanted to make sure that they satisfy the provisions to those regulations.

The motion to amend was seconded by Mr. Toby Lewis and passed unanimously. The motion to approve the motion as amended passed unanimously.

4. 742 Ellington Road – Educational Playcare Center (Approval to Connect)

Included with the Agenda was a copy of the Narrative Report for this project (see Exhibit D). Mr. Daniel Jameson, Professional Engineer in the State of CT and Project Manager at Design Professionals, Inc. presented the application. This is a proposed 16,000±SF child daycare center to be located at 742 Ellington Road, South Windsor,

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CT. The SIC code for the daycare center is 8351. The expected sanitary flow is 2,700 GPD; and a maximum of 270 pupils. The effluent from the site will travel down Ellington Road to Pleasant Valley Road. Mr. Manfre recommended signs to be posted in the bathrooms deterring the flushing of baby wipes. The applicant does not have a problem adding the signs to the bathrooms and it will be shown on the final plans as condition of approval.

Motion to approve the connection of 742 Ellington Road subject to the following conditions:

1. Technical approval of the Engineering Dept.;
2. The sewer line is installed in substantial conformance with the design plans;
3. Provide signage deterring the flushing of baby wipes in each bathroom;
4. Payment of the following charges will be due at the time of connection, the rates for which will be in effect until June 30, 2021:
 - a. Connection Charge in the amount of \$11,247.60 for 2.8 buildable acres;
 - b. Capacity Charge in the amount of \$5,550.00 for 1 – 1” water meter equivalent to 2 EDU’s. If the size or quantity of the water meter changes the Capacity Charge shall be recalculated;
 - c. Benefit and Lateral Assessment for a minimum zone frontage of 150’ and one lateral in the amount of \$13,855.00.

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

D. Communications and Reports

1. Superintendent Report

Included with the Agenda was Mr. Manfre’s report (see Exhibit E). Mr. Manfre reviewed the report as presented and also added that the Collector of Revenue reported that the residential collection rate is at 98.25% and last year at this time it was 97.71%. The commercial collection rate is at 93.37% and this time last year it was at 81.32%. Today her office sent out 44 delinquent demands for commercial accounts and the outstanding residential sewer balance has been reduced to \$157,031.

With regards to the cost savings on the electrical utility for the pump stations, Mr. Toby Lewis asked if there’s any specific plan on what to do with the money. Mr. Manfre responded that any extra money at the end of the year is allocated in the Replacement Reserve account. Mr. Lewis asked if that’s the right place for it since the money can be used for a productive purpose other than just the reserves. Chairman Ruby responded that by regulation of the WPCA any unexpected funds in the revenue side go into the Replacement Reserve account and any allocations from the Replacement Reserve needs approval of the Authority members.

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Relative to the collection efforts of the Collector of Revenue, Chairman Ruby asked Mr. Manfre to thank Ms. Jennifer Hilinski on behalf of the WPCA for her collections efforts made. The collection is substantially more active in terms of collecting on delinquent accounts than the Authority experienced in the last several months before they made the change to assign Ms. Hilinski to take over that function and her efforts are appreciated.

With regards to the pending legislative bill "SB 941 AN ACT CONCERNING THE ASSIGNMENT OF CERTAIN PROPERTY, TAX, WATER AND SEWER LIENS", Chairman Ruby expressed that to his understanding this bill has already passed. However, bill "SB 968 AN ACT CONCERNING FORECLOSURE, ASSIGNMENT AND OTHER ENFORCEMENT ACTIONS FOR UNPAID SEWER ASSESSMENTS AND OTHER FEES AND CHARGES", is pending on the house calendar.

Chairman Ruby explained that it is his understanding that any delinquent account must exceed \$4,000 before there could be a foreclosure action. He asked how many sewer accounts are over \$4,000. Mr. Manfre responded that it needs to be over \$4,000 or 4 years delinquent. Currently there are 5 commercial accounts and 6 residential accounts with delinquencies over \$4,000.

Chairman Ruby asked if any efforts have been made to collect on those delinquent accounts. Mr. Manfre responded that the Collector of Revenue has been holding tax sales. She was unable to do it last year due to the pandemic, however, she's planning to have another tax sale this year. Are there any properties in the community that are headed towards a tax sale due to delinquency, asked Chairman Ruby. Yes, any delinquent properties on property tax and sewer bill will be going to tax sale, responded Mr. Manfre.

2. Miscellaneous Industrial User General Permit Subcommittee Update

Mr. Tony Manfre reported that the subcommittee has met two times now and also met with a DEEP official to discuss clarification on certain items. Currently the subcommittee is working on a draft policy of the Miscellaneous Industrial User General Permit (MIU) to present to the WPCA. The tentative schedule is for July and August to prepare a breakdown of the MIU general permit requirements to help the commercial community. They are also going to assess a fee schedule, and look at site inspection protocols and due dates for permit fees. A draft policy of the MIU is expected to be presented at the September meeting.

E. Public Participation (Items not on the agenda)

None

F. Bills, Change Orders, Disbursements

None

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G. Unfinished Business

None

H. Executive Session

None

I. Adjournment

Motion to adjourn at 7:44 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

**PUBLIC WORKS
POLLUTION CONTROL**

**FISCAL YEAR
2021/2022**

**ACCOUNT NO.
3252**
Exhibit A

	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:	\$ 3,285,130	\$ 3,967,794	\$ 4,028,123	\$ 61,329	1.5%

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	1,007,710	\$ 903,700
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)	HOLIDAY OVERTIME	\$ 4,282	\$ 4,184
# OF HRS # OF STAFF WAGE x 2	SCHEDULED OVERTIME TOTAL	\$ 34,256	\$ 33,469
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	UNSCHEDULED OVERTIME TOTAL	\$ 70,286.83	\$ 68,013
4 2 \$ 72.76			
STAND BY COMP:	STAND BY COMPENSATION	\$ 13,000	\$ 13,000
WKS/YR COST/WK.	TOTAL	\$ 13,000	\$ 13,000
52 \$ 250			
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
200 MATERIALS AND SUPPLIES		\$ 296,913	\$ 275,913
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 \$ 188,950	\$ 168,950
222 MOTOR VEHICLE SUPPLIES	USE (GAL.)		
ASSUMPTIONS:	FUEL:		
GASOLINE \$ 2.50	Diesel Generators - Pump Stations	600 \$ 1,800	\$ 1,800
DIESEL \$ 3.00	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 \$ 16,688	\$ 16,688
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	\$ 163,600	\$ 160,000
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	\$ 33,000
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	\$ 486,000

**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		\$ 673,800	\$ 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	\$ 345,011	\$ 382,118

CAPITAL IMPROVEMENT PROJECTS

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

RESERVE FUND CONTRIBUTION

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

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

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

USER CHARGE	\$ 396.94
FINAL USER CHARGE	\$ 415

TOTAL	\$ 4,994,997
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**PUBLIC WORKS
POLLUTION CONTROL**

**FISCAL YEAR
2021/2022**

**ACCOUNT NO.
3252**

REVENUES

Sources of Revenue	ACTUAL FY1819	ACTUAL FY1920	YTD FY2021	ESTIMATED 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

\$ 5,454,074	\$ 5,502,285	\$ 4,212,497	\$ 5,482,747
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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
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RECEIVED 4/15/2022
 Anthony 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	<1"	1
3	1	1"	2
4	1.25	1.5"	3
5	1.5	2"	4
6	2	3"	6
7-9	3	4"	8
10-12	4	6"	12
13-15	5	8"	16
16-18	6	10"	20
19-21	7	12"	24
22-24	8		
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



Exhibit C

P.O. BOX 1167

21 JEFFREY DRIVE

SOUTH WINDSOR, CT 06074

PHONE: 860.291.8755

FAX: 860.291.8757

www.designprofessionalsinc.com

CIVIL & TRAFFIC ENGINEERS / LAND SURVEYORS / PLANNERS / LANDSCAPE ARCHITECTS

Serving Connecticut, Massachusetts, & Rhode Island

April 20, 2021

Mr. Anthony Manfre, Superintendent of Pollution Control
Town of South Windsor
1540 Sullivan Avenue
South Windsor, CT 06074

Re: WPCA Application for New Commercial Sewer Connection
Scott Transportation
40 Commerce Road
Manchester, CT

Dear Mr. Manfre,

Design Professionals, Inc. has been engaged to provide engineering services for a final connection to the existing sewer main in Commerce Road in Manchester for a proposed 11,320±SF office, logistics, and garage building to be located at 40 Commerce Road in Manchester, Connecticut. The building would be served by a 6" PVC sanitary lateral that would tap into the existing sewer main in Commerce Road in Manchester but is treated by South Windsor.

Sanitary design flows for the proposed building area were based on Section 4.B, Table 4 of the Connecticut Public Health Code. The expected sanitary flow is a maximum of 1,132 GPD, considering 0.1 GPD/SF gross floor area of an industrial building based on the zone classification. If the building is evaluated based on the total number of employees (34), the design flow would be lowered to 680 GPD considering 20 GPD/employee. Given the range of flows, it is still anticipated that the actual gallons per day will be lower because a portion of the staff will spend more time on the road than in the office each day.

We ask that the sewer assessment connection charge be based on the 4.061 acres associated with this new development, and a capacity charge based on the final water meter size selected.

Please feel free to contact us with any questions or comments.

Regards,

DESIGN PROFESSIONALS, INC.

Daniel H. Jameson, P.E.
Project Manager



Exhibit D
P.O. BOX 1167
21 JEFFREY DRIVE
SOUTH WINDSOR, CT 06074
PHONE: 860.291.8755
FAX: 860.291.8757
www.designprofessionalsinc.com

CIVIL & TRAFFIC ENGINEERS / LAND SURVEYORS / PLANNERS / LANDSCAPE ARCHITECTS

Serving Connecticut, Massachusetts, & Rhode Island

April 20, 2021

Mr. Anthony Manfre, Superintendent of Pollution Control
Town of South Windsor
1540 Sullivan Avenue
South Windsor, CT 06074

Re: WPCA Application for New Commercial Sewer Connection
Educational Playcare Center
742 Ellington Road
South Windsor, CT

Dear Mr. Manfre,

Design Professionals, Inc. has been engaged to provide engineering services for a final connection to the existing sewer main in Ellington Road for a proposed 16,000±SF child daycare center to be located at 742 Ellington Road in South Windsor, Connecticut. The building would be served by a 6" PVC sanitary lateral that would tap into the existing sewer main in Ellington Road.

Sanitary design flows for the proposed building area were based on Section 4.B, Table 4 of the Connecticut Public Health Code. The expected sanitary flow is 2,700 GPD, considering 10 GPD/pupil with an expected maximum of 270 pupils using the building at any time.

We ask that the sewer assessment connection charge be based on the 2.80± acres associated with this new development, and a capacity charge based on the final water meter size selected.

Please feel free to contact us with any questions or comments.

Regards,

DESIGN PROFESSIONALS, INC.

Daniel H. Jameson, P.E.
Project Manager

WPCA COMMUNICATIONS AND REPORTS

June 1, 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 Works Week

The Pollution Control Department celebrated Public Works Week (May 17th-21st) with the Engineering, Town Garage, Streets, Parks and Recreation and Building Maintenance departments by hosting a virtual field trip for 80 2nd grade students at Phillip R. Smith. Each department created a video showing their personnel, responsibilities and equipment. The video was shown to the students followed by a virtual question and answer session with town staff. A Go Fund Me account was set up for employees to donate money to the South Windsor Food Bank.

Legislative Bills

- SB 941 AN ACT CONCERNING THE ASSIGNMENT OF CERTAIN PROPERTY, TAX, WATER AND SEWER LIENS.
 - Summary
 - “This bill imposes new restrictions on entities that acquire the right to enforce real property liens securing specified delinquent tax, sewer, and water charges (i.e., lien assignees). The bill applies to liens for delinquent: 1. real property taxes (§ 1) and any other liens that by law may be enforced using the same procedure as applies to these taxes (e.g., statutory special taxing district assessments, see CGS § 7- 328); 2. Sewer benefit assessments or sewer use and connection charges imposed by municipal water pollution control authorities or regional sewer authorities (§§ 2, 3 & 6); and 3. Water charges imposed by municipal water companies and regional water authorities (§§ 4 & 5).”
 - “The bill makes any lien assignment executed on or after July 1, 2022, unenforceable unless memorialized in a written contract between the assignee and municipality or authority. The contract must include the disclosure and other provisions the bill specifies. Under the bill: 1. the assignee must provide (a) a written payoff statement upon request and (b) written notices before beginning a foreclosure; 2. all aspects of a foreclosure sale or other disposition

(e.g., costs, venue, and terms) must be “commercially reasonable,” which is undefined; and 3. the assignee is liable for any act deemed an unfair or deceptive trade practice under the Connecticut Unfair Trade Practices Act.”

- The current WPCA SOP does not use lien assignment as a tool, therefore SB941 should not affect the WPCA’s collection of charges and fees.
- The Town is generally made whole as the debt is bought by an agency who in turn collects. The lien does not get removed until the debt is satisfied but the Town assigns their rights to the purchaser.
- **SB 968 AN ACT CONCERNING FORECLOSURE, ASSIGNMENT AND OTHER ENFORCEMENT ACTIONS FOR UNPAID SEWER ASSESSMENTS AND OTHER FEES AND CHARGES.**
 - Summary
 - “This bill imposes restrictions on assigning or enforcing liens for delinquent sewer benefit assessments (assessments) or sewer use and connection charges (charges).”
 - “Under the bill, liens on owner-occupied property for municipal or regional sewer or water pollution control authority (WPCA) assessments or charges are not assignable or subject to certain enforcement actions until the principal exceeds \$10,000. Under the bill, unlike liens imposed by regional entities, for municipal WPCA liens, this threshold is calculated separately for (1) use and connection charges and (2) benefit assessments.”
 - The bill was recently amended from \$10,000 to \$4,000.
 - Attorney Melissa Biggs is retained by CT Water Pollution Abatement Association (CWPAAs) and CT Assoc. of Water Pollution Control Authority’s (CAWPCA) to lobby for, and watch proposed legislation affecting the wastewater industry, brought the bill to the attention of CWPAAs/CAWPCA.
 - On Monday, May 3, 2021, the CWPAAs/CAWPCA Legislative Committee had a meeting with Senator Steve Cassano regarding SB 968.
 - Senator Cassano immediately understood the concern.

- The group decided to reconvene at a later date to discuss coming to some more reasonable conclusion on this bill.
- CWPAA/CAWPCA is in the process of forming a working group regarding this bill.
- This group would draw from a number of different entities such as the water and wastewater sectors, collectors of revenue, etc.
- Attorney Biggs reported that it's unlikely that anything will happen with this bill during the current session.

Electrical Utility Update

- Switching from flat rate to time of day at Clark, Rye, Benedict
- Projected savings per month:
 - Clark \$149
 - Rye \$101
 - Benedict \$75

Treatment Plant and Collection Systems

Treatment Plant

Process

TREATMENT PLANT	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-20	AVERAGE
AVG FLOW (MGD)	2.70	2.19	2.10	2.04	1.85	1.92	2.13	2.79	2.92	2.63	2.76	2.61	2.39
BOD REMOVAL	98.0%	99.0%	98.8%	99.1%	98.8%	98.0%	98.6%	97.3%	95.7%	98.2%	98.4%	98.6%	98.2%
TSS REMOVAL	98.0%	99.0%	98.9%	99.0%	98.6%	98.0%	98.7%	97.7%	95.6%	98.8%	99.0%	98.6%	98.3%
NITROGEN LBS. (106 LBS. LIMIT)	108	82	95	84	80	87	85	113	115	95	87	86	93.08

Maintenance

- Completed cleaning, inspection, and repair of all three primary clarifiers.
- Checked and adjusted wear ring tolerances on RAS Pumps (6), Primary Pumps (3), and WAS pumps (2).
- Replaced leaking mechanical seal on primary pump 1. Rebuilt the damaged seal to have on the shelf as a spare.
- Repaired failing East Gravity Thickener inlet valve.
- Took down Aeration Basin 1 for annual cleaning, inspection, and repair.
- Completed NFPA 70e electrical training for maintenance staff.
- Performed inspection work as part of Insituform lining project on Clark Street and grouting service laterals on Chapel Road.

Collection System

COLLECTION SYSTEM	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-20	TOTAL FT	TOTAL MI	AVG FT
CCTV (FEET)			23,128	23,724	58,045	9,992	5,223	14,848	6,544	7,100	8,621	2,977	160,202	30.3	16,020
Contracted CCTV			0	0	13,744	17,617	20,392	0	3,374	0	21,414	18,569	95,110	18.0	9,511
CLEANING (FEET)			27,458	25,301	65,099	28,250	25,000	10,000	3,000	4,500	7,251	22,000	217,859	41.3	21,786

- Replaced Meyers Grinder Pump and metal rail components at Burgess Pump Station.
- Installed newly rebuilt Pump 2 at Quarry Brook Pump Station.
- Degritted and Degreased Benedict Drive, Route 5, and Barrington Estates Pump Stations.
- Performed extensive line cleaning on Sullivan Avenue and surrounding roads. Removed several tons of grit from the sewer lines.
- Performed our own CCTV work and assisted Mobile Robotics in contracted CCTV Work.

Capital Improvement Project Updates

Clark Street, Benedict Drive, Pleasant Valley Pump Station Upgrades

- 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

- The last pipe section of the project and the service lateral grout injections were completed.
- A Certificate of Substantial Completion was issued to Insituform reducing the project retainage from 5% to 2%.

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