



BOARD OF WATER COMMISSIONERS

Regular Meeting Agenda

Tuesday, May 16, 2023 6:15 p.m.

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

1. Call to Order
2. Pledge of Allegiance
3. Moment of Silence
4. Approval of the minutes of the April 18, 2023 Regular Board Meeting
5. Approval of the Department Reports for the Month of April 2023
6. Public Participation
7. Customer Correspondence
 1. LW Realty- General Bill Invoice #14964
8. New Britain Water
9. Committee Reports
10. Investments
11. Superintendent's Report
12. Chairperson's Report
13. Old Business
14. New Business
15. Adjournment

Next Meeting: Tuesday, June 20, 2023 at 6:15 pm

BOARD OF WATER COMMISSIONERS

APRIL 18, 2023 – REGULAR MEETING

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

ABSENT: Commissioner Dunn

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

1) CALL TO ORDER.

Chairperson Phelan called the meeting of the Board of Water Commissioners to order at 6:28 p.m.

2) PLEDGE OF ALLEGIANCE.

3) MOMENT OF SILENCE.

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

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

Commissioner Cunningham – abstained.

Motion passed.

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

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

Commissioner Cunningham – abstained.

Motion passed.

6) APPROVAL OF THE MINUTES OF THE APRIL 5, 2023 SPECIAL BOARD MEETING.

On motion of Commissioner Ferrier and seconded, it was voted to approve the April 5, 2023 Special Board Meeting minutes as presented.

Commissioner Cunningham – abstained.

Motion passed.

7) APPROVAL OF THE DEPARTMENT REPORTS FOR THE MONTH OF MARCH 2023.

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

Motion passed.

8) PUBLIC PARTICIPATION.

None.

9) CUSTOMER CORRESPONDENCE.

43-45 Murray Rd. – Cetka Dalipovski & Luis Elezovski, Property Owners – Mr. Elezovski was not present at the Water Meeting after speaking with the Board of Sewer Commissioner. There was no discussion on this matter since it was already discussed at the Sewer meeting.

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

10) COMMITTEE REPORTS.

No action taken.

11) DAR REVOLUTIONARY AMERICA HISTORIC MARKER REQUESTED AT TORY'S DEN.

On motion of Commissioner Ferrier and seconded, it was unanimously voted approve as noted in my letter to refer to City Council for approval.
Motion passed.

12) INVESTMENTS.

None.

13) SUPERINTENDENT'S REPORT.

No action taken.

14) CHAIRPERSON'S REPORT.

No action taken.

15) OLD BUSINESS.

None.

16) NEW BUSINESS.

DWSRF Loan SCADA Project: Resolution of the Board of Water Commissioners

Resolution made by Commissioner Porrini and seconded by Commissioner Ferrier.

RESOLVED, that the Agreement between the Water Department and the City of Bristol pertaining to the payment of the debt service and financing costs associated with the City's

issuance of bonds, notes and temporary notes, and obligations to finance SCADA system improvements to the City's drinking water treatment and remote distribution facilities, in the form presented to this meeting, is hereby approved; the Chairperson or Vice Chairperson is hereby authorized to execute and deliver such Agreement, with such changes as the Chairperson or Vice Chairperson may approve and the signature of the Chairperson or Vice Chairperson on such Agreement shall be conclusive evidence of such approval

Roll Call Vote: Chairperson Phelan – Yes
 Commissioner Ferrier – Yes
 Commissioner Porrini – Yes
 Commissioner Cunningham – Yes

Resolution adopted.

17) ADJOURNMENT.

At 7:31 p.m., on motion of Commissioner Ferrier and seconded, it was unanimously voted to adjourn.

ATTEST:_____

Renee M. LaMarre
Water & Sewer Administrative Assistant

BRISTOL WATER DEPARTMENT
APRIL 2023

WATER BILLING

Water Bills rendered April 2023	<u>\$716,850.79</u>
Water Bills remaining unpaid as of April 2023	<u>\$255,033.39</u>

PRECIPITATION

For the Month	<u>6.88 "</u>	Normal	<u>3.88 "</u>	Departure from Normal	<u>3.00 "</u>
For the Year	<u>17.53 "</u>	Normal	<u>14.10 "</u>	Departure from Normal	<u>3.43 "</u>

RESERVOIR CAPACITY

Total Available Capacity - April 2023	<u>1,262,480,000</u>	Gallons	<u>99%</u>
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PRODUCTION

Monthly Production - April 2023	<u>152,381,800</u>	Gallons
Monthly Production - April 2022	<u>141,205,640</u>	Gallons

CASH STATEMENT WATER	
BALANCE: APR 1, 2023	2,836,352.60
REVENUE:	
ACCOUNTS RECEIVABLE	633,377.40
SERVICE ACCOUNTS	44,111.91
FINES	
SEWER ACCOUNTS	553,121.67
LIENS	802.17
PENALTIES	5,013.25
REMOVE METER	100.00
CLOSING COSTS	3,750.00
REINSTATE FEES	2,500.00
ASSESSMENTS	
ADMIN FEE/LIENS (WPC)	
LAND LEASE	2,412.15
CELL TOWER LEASE	8,674.81
SCRAP METAL SALES	1,327.00
TIMBER SALES	
TOTAL REVENUE:	1,255,190.36
TOTAL REVENUE SUPER NOW CHECKING ACCOUNT	1,255,190.36
DISBURSEMENTS (VOUCHERS):	738,092.59
TRANSFERS:	
SEWER TRANSFER (BWSD)	553,121.67
TRANSFER TO PROCUREMENT ACCOUNT	5,000.00
TRANSFER TO GOALS ENABLING	
<u>ACCOUNT BALANCES:</u>	
SUPER NOW CHECKING ACCOUNT	
BALANCE: APR 30, 2023	2,795,328.70
GOALS ENABLING FUND	
BALANCE: APR 30, 2023	5,452,576.54
CONSTRUCTION ACCOUNT	
BALANCE: APR 1, 2023	124,653.19
DEPOSIT	6,516.00
DISBURSEMENTS	(1,170.00)
BALANCE: APR 30, 2023	129,999.19
PAYROLL CASH ACCOUNT	
BALANCE: APR 1, 2023	176,219.50
DEPOSIT	213,826.36
DISBURSEMENTS	(213,473.68)
BALANCE: APR 30, 2023	176,572.18

2022 2023 BRISTOL WATER DEPARTMENT BUDGET				
Apr-23				
	APPROVED	EXPENDED	EXPENDED	%
	BUDGET	APRIL	TO DATE	TO DATE
CLASSIFICATION	2022 2023	2022 2023	2022 2023	2022 2023
SALARIES	\$ 2,885,636.00	\$ 158,376.46	\$2,133,691.17	73.94%
FRINGE BENEFITS	\$ 1,652,144.00	\$ 111,163.42	\$1,217,910.90	73.72%
OPERATING SERVICES	\$ 2,744,602.00	\$169,411.40	\$2,469,562.39	89.98%
MATERIALS & SUPPLIES	\$ 1,026,585.00	\$109,276.02	\$998,353.62	97.25%
CAPITAL OUTLAY	\$ 1,466,516.00	\$11,981.87	\$477,270.43	32.54%
GRAND TOTAL	\$ 9,775,483.00	\$560,209.17	\$7,296,788.51	74.64%
OPERATING SERVICES				
LIGHT & POWER	\$ 410,505.00	\$ 28,634.86	\$296,883.27	72.32%
TELEPHONE	\$ 17,380.00	\$ 1,435.11	\$18,030.13	103.74%
POSTAGE	\$ 49,000.00	\$ 3,000.00	\$37,663.52	76.86%
ADVERTISING	\$ 1,000.00		\$1,016.62	101.66%
CLOTHING/UNIFORMS	\$ 6,680.00	\$ 1,641.45	\$5,616.43	84.08%
MAINTENANCE/SERVICE	\$ 55,015.00	\$ 363.59	\$68,495.09	124.50%
LEASE	\$ 15,473.00	\$ 1,319.61	\$12,356.73	79.86%
CONFERENCE & MEMBERSHIP	\$ 30,550.00	\$ 3,786.56	\$15,132.53	49.53%
TAXES	\$ 615,494.00	\$ 51,291.17	\$512,911.70	83.33%
PROFESSIONAL SERVICES	\$ 290,200.00	\$ 7,744.57	\$274,540.82	94.60%
LIENS	\$ 6,300.00	\$ 285.00	\$1,970.00	31.27%
MISCELLANEOUS	\$ 6,570.00	\$ 497.51	\$4,439.53	67.57%
CONTRACTOR SERVICES	\$ 559,600.00	\$ 25,120.02	\$631,085.27	112.77%
DEBT SERVICES	\$ 345,035.00	\$ 6,727.08	\$324,305.80	93.99%
SEWER USE FEE	\$ 10,800.00		\$5,400.00	50.00%
NEW BRITAIN AGREEMENT	\$ 325,000.00	\$ 37,564.87	\$259,714.95	79.91%
TOTAL OPERATING SERVICES	\$ 2,744,602.00	\$169,411.40	\$2,469,562.39	89.98%
SUPPLIES AND MATERIALS				
MOTOR FUELS	\$ 56,079.00	\$ 6,751.86	\$49,207.72	87.75%
OFFICE SUPPLIES	\$ 27,240.00	\$ 4,188.77	\$33,342.82	122.40%
MAINTENANCE SUP & MATERIALS	\$ 374,000.00	\$ 69,211.12	\$384,700.75	102.86%
MV PARTS & SUPPLIES	\$ 15,150.00	\$ 472.18	\$21,066.07	139.05%
MV SERVICE & REPAIRS	\$ 44,000.00	\$ 2,368.72	\$35,110.95	79.80%
FUEL OIL	\$ 41,250.00	\$ 5,449.10	\$62,998.37	152.72%
CHEMICAL TREATMENT	\$ 195,163.00	\$ 18,994.04	\$204,257.82	104.66%
INSURANCE	\$ 273,703.00	\$ 1,840.23	\$207,669.12	75.87%
TOTAL SUPPLIES & MATERAILS	\$ 1,026,585.00	\$109,276.02	\$998,353.62	97.25%
CAPITAL OUTLAY				
CAPITAL EQUIPMENT	\$ 166,000.00		\$79,256.00	47.74%
CAPITAL OUTLAY	\$ 893,611.00		\$163,258.80	18.27%
MISC. UTILITY ASSETS	\$ 406,905.00	\$ 11,981.87	\$234,755.63	57.69%
CAPITAL OUTLAY TOTAL	\$ 1,466,516.00	\$11,981.87	\$477,270.43	32.54%
GRAND TOTAL	\$ 9,775,483.00	\$560,209.17	\$7,296,788.51	74.64%

CITY OF BRISTOL WATER DEPARTMENT			
CAPITAL OUTLAY BUDGET YEAR 2022-23			
	BUDGET REQUEST	EXPENDED APR	EXPENDED TO-
	2022-23	2023	DATE
<u>CAPITAL EQUIPMENT</u>			
2023 CHEVY 2500	\$36,000.00		\$0.00
CHEVY 3500 4WD FLATBED W/ PLOW AND LIFT GATE	\$65,000.00		\$0.00
NEW SUV	\$65,000.00		\$79,256.00
			\$0.00
			\$0.00
TOTAL CAPITAL EQUIPMENT	\$166,000.00	\$0.00	\$79,256.00
<u>UTILITY ASSETS</u>			
<u>DISTRIBUTION SECTION</u>			
(1) Chop Saw	\$1,000.00		\$1,069.00
(1) Honda Generator	\$1,130.00		\$0.00
Signage	\$2,500.00		\$0.00
Mueller Power Operator	\$4,000.00		\$0.00
(3) Pin Locators	\$1,900.00		\$0.00
3" Wacker Mud Sucker Pump	\$1,915.00		\$0.00
Jumping Jack Compactor	\$2,649.00		\$6,550.00
Insertion Valves	\$28,000.00		\$0.00
Regulator Repairs	\$15,000.00		\$0.00
Automatic Flushing Stations	\$7,000.00		\$0.00
TOTAL UTILITY ASSETS DISTRIBUTION SECTION	\$65,094.00	\$0.00	\$7,619.00
<u>METER SHOP SECTION</u>			
5/8" Meters 650@132	\$85,800.00	\$8,940.00	\$47,410.84
Transmitters 200 @107.5	\$21,500.00		\$72,900.00
1 1/2" T-10 METER (5)	\$3,442.00		\$4,400.82
1" T-10 METER (10)	\$3,202.00		\$0.00
2" T-10 METER (5)	\$4,380.00		\$7,352.16
3/4" T-10 METER(20)	\$4,560.00	\$3,041.87	\$3,041.87
R900 Belt Clip Tranceiver	\$13,400.00		\$0.00
Schonstedt Model GA-52Cx (2)	\$2,109.00		\$1,054.63
6" DETECTOR CHECK (2)	\$6,418.00		\$0.00
			\$0.00
			\$0.00
TOTAL UTILITY ASSETS METER SHOP SECTION	\$144,811.00	\$11,981.87	\$136,160.32
<u>WATER TREATMENT PLANT SECTION</u>			
Rebuild High Service Pump	\$45,000.00		\$0.00
Rebuild Hill St Pump	\$45,000.00		\$0.00
LMI Chemical Feed Pumps	\$10,000.00		\$0.00
(2)Peristaltic Chemical Feed Pumps	\$10,000.00		\$0.00

CITY OF BRISTOL WATER DEPARTMENT			
CAPITAL OUTLAY BUDGET YEAR 2022-23			
	BUDGET REQUEST	EXPENDED APR	EXPENDED TO-
	2022-23	2023	DATE
Effluent Ultrasonic Flow Meters			\$0.00
			\$0.00
TOTAL UTILITY ASSETS WATER TREATMENT PLANT	\$110,000.00	\$0.00	\$0.00
<u>WATERSHED SECTION</u>			
			\$0.00
Enclosed Equipment Trailer	\$27,000.00		\$16,552.90
			\$0.00
			\$0.00
			\$0.00
TOTAL UTILITY ASSETS WATERSHED SECTION	\$27,000.00	\$0.00	\$16,552.90
<u>OFFICE SECTION</u>			
Drive Through Renovations	\$60,000.00		\$74,423.41
TOTAL UTILITY ASSETS OFFICE SECTION	\$60,000.00	\$0.00	\$74,423.41
TOTAL UTILITY ASSETS	\$406,905.00	\$11,981.87	\$234,755.63
	BUDGET REQUEST	EXPENDED APR	EXPENDED TO-
	2022-23	2023	DATE
<u>CAPITAL IMPROVEMENTS</u>			
Water Main Replacements	\$250,000.00		\$0.00
Boiler At 119 Riverside	\$38,611.00		\$19,305.60
Hydrants	\$85,000.00		\$65,899.20
Well Redevelopment	\$45,000.00		\$0.00
Reservoir Improvements	\$150,000.00		\$0.00
Upgrades to Barlow St Pump Station	\$75,000.00		\$0.00
Roof Replacement-Well Sites & Pump Stations	\$80,000.00		\$78,054.00
Upgrades to Fire Alarm System	\$50,000.00		\$0.00
Flocculation and Sedimentation Equipment	\$120,000.00		\$0.00
			\$0.00
			\$0.00
TOTAL CAPITAL IMPROVEMENTS	\$893,611.00	\$0.00	\$163,258.80
TOTAL CAPITAL OUTLAY	\$1,466,516.00	\$11,981.87	\$477,270.43
	To Date		
SCADA IN PROGRESS	\$476,665.31	0.00	243,777.57
SEDARU		196,141.64	196,141.64

2023 SHUT-OFFS BREAKDOWN

Still off to date for non-pay: (42)

MONTH/ DISTRICT	TERMINATION LETTERS SENT	DOOR HANGERS DELIVERED	# ACCTS. OUTSTANDING @ START OF SHUT-OFF DAY	# ACCTS. ACTUALLY SHUT-OFF THROUGHOUT SHUT-OFF DAY	# ACCTS. STILL OFF @ END OF SHUT-OFF DAY	# ACCTS. THAT REMAINED OFF @ END OF MONTH
JANUARY 03	435	376	28	19	11	6
FEBRUARY 01	347	245	27	15	4	1
MARCH 02	406	271	22	15	4	2
APRIL 03	361	277	29	18	6	4
MAY 01						
JUNE 02						
JULY 03						
AUGUST 01						
SEPTEMBER 02						
OCTOBER 03						
NOVEMBER 01						
DECEMBER 02						

BEFORE RECEIVING A TERMINATION LETTER, THE CUSTOMER HAS RECEIVED THEIR ORIGINAL BILL PLUS A SECOND AND THIRD NOTICE.
 Example: Invoiced 8/1, 2nd Notice 9/1, 3rd Notice 10/1. THE TERMINATION LETTER IS SENT APPROX. 1 WEEK AFTER 3RD NOTICE. DOOR HANGERS FOLLOW
 IN 1-2 WEEKS WITH SHUT-OFF DAY 1 WEEK LATER.



What are you looking for?

Current Monthly Summary ★

Current Month Payment Summary

Payment Type	Number Of Transactions	Total Paid
Credit/Debit Card	798	\$120,869.55
EFT (Check)	246	\$41,251.77
Online Bank Direct	276	\$43,545.98
PayPal	81	\$11,113.14
PayPal Credit	5	\$1,050.75
Venmo	4	\$451.22
Total	1410	\$218,282.41

Monthly Invoice Summary

Invoice Count
No records to display.

Paperless Statistics

Invoice Type	Paperless
Water	6799

Auto-Pay Statistics

Invoice Type	AutoPay
Water	2905

Customer Registration Statistics

Customer Count	Registered Count	Registered %
22135	10218	46.16

Pay By Text Registration Statistics

Customer Count	Registered Count	Registered %
4098	3225	78.70



City of New Britain

DEPARTMENT OF PUBLIC WORKS

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

Tel (860) 826-3350

27 West Main Street, New Britain, CT 06051

Fax (860) 826-3353

May 11, 2021

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

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

Dear Ms. Phelan:

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

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

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

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

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

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

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

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

Please see the enclosed drawings depicting both options described above.

Sincerely,



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

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