



BOARD OF WATER COMMISSIONERS

Regular Meeting Agenda

Tuesday, May 17, 2022 6:15 p.m.

Meeting will be held at the Bristol Water Filtration Plant, 1080 Terryville Avenue, Bristol, CT.

1. Call to Order
2. Pledge of Allegiance
3. Moment of Silence
4. Approval of the minutes of the April 19, 2022 Regular Board Meeting
5. Approval of the Department Reports for the Month of April 2022
6. Public Participation
7. Customer Correspondence
Marwood Condominium Associates – Beths Avenue
8. Committee Reports
9. ConnWood Foresters, Inc – Timber Bid Results
10. On-call Engineering RFQ
11. Investments
12. Activity Report – Weston & Sampson Engineering
13. Superintendent's Report
14. Chairperson's Report
15. Old Business
16. New Business
17. Adjournment

Next Meeting: Tuesday, June 21, 2022 at 6:15 pm

BOARD OF WATER COMMISSIONERS

APRIL 19, 2022 – REGULAR MEETING

PRESENT: Chairperson Dunn, Commissioners Phelan, Suarez and Porrini; and Council Liaison Jacqueline Olsen.

STAFF PRESENT: Assistant Superintendents Lynch, Pagliaruli, Bolduc and Office Manager Dawn LaBella.

Absent: Commissioner Ferrier and Superintendent Longo.

1) CALL TO ORDER.

Chairperson Dunn called the meeting of the Board of Water Commissioners held at the Water Treatment Plant, 1080 Terryville Ave., to order at 6:30 p.m.

2) PLEDGE OF ALLEGIANCE.

3) MOMENT OF SILENCE.

4) APPROVAL OF THE MINUTES OF THE MARCH 15, 2022 REGULAR BOARD MEETING.

On motion of Commissioner Porrini and seconded, it was voted to approve the March 15, 2022 minutes as presented. Commissioner Phelan abstained.

Motion passed.

5) APPROVAL OF THE DEPARTMENT REPORTS FOR THE MONTH OF MARCH 2022.

On motion of Commissioner Suarez and seconded, it was voted to approve the March 2022 Department Reports as presented. Commissioner Phelan abstained.

Motion passed.

6) PUBLIC PARTICIPATION

None.

7) CUSTOMER CORRESPONDENCE.

None.

8) COMMITTEE REPORTS.

None.

9) EVERSOURCE REQUEST FOR ACCESS AGREEMENT – CITY OWNED PROPERTY LOT 67-31 CLARK AVE & LOT 30-R4-1 HENRY/PROSPECT STREET

A discussion ensued regarding the temporary easement requested by Eversource.

On motion of Commissioner Phelan and seconded, it was voted to refer a request from Eversource back to City Council requesting a permanent access agreement in lieu of an easement. Commissioner Suarez abstained.

Motion passed.

10) ON-CALL ENGINEERING RFQ.

No action taken.

11) INVESTMENTS.

No report.

12) ACTIVITY REPORT – WESTON & SAMPSON.

No action taken.

13) SUPERINTENDENT'S REPORT.

No action taken.

14) CHAIRPERSON'S REPORT.

No action taken.

15) OLD BUSINESS.

None.

16) NEW BUSINESS.

None.

17) ADJOURNMENT.

At 7:12 p.m., on motion of Commissioner Suarez and seconded, it was unanimously voted to adjourn.

ATTEST: _____

Renee M. LaMarre

Water & Sewer Administrative Assistant

BRISTOL WATER DEPARTMENT

APRIL 2022

WATER BILLING

Water Bills rendered April 2022	<u>\$662,009.29</u>
Water Bills remaining unpaid as of April 2022	<u>\$254,697.83</u>

PRECIPITATION

For the Month	<u>6.27 "</u>	Normal	<u>4.06 "</u>	Departure from Normal	<u>2.21 "</u>
For the Year	<u>16.77 "</u>	Normal	<u>13.86 "</u>	Departure from Normal	<u>2.91 "</u>

RESERVOIR CAPACITY

Total Available Capacity - April 2022	<u>1,260,380,000</u>	Gallons	<u>99%</u>
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PRODUCTION

Monthly Production - April 2022	<u>141,205,640</u>	Gallons
Monthly Production - April 2021	<u>148,785,880</u>	Gallons

CASH STATEMENT

BALANCE: APR 1, 2022	3,634,867.38
REVENUE:	
ACCOUNTS RECEIVABLE	721,497.34
SERVICE ACCOUNTS	10,916.84
FINES	1,000.00
SEWER ACCOUNTS	640,082.37
LIENS	904.49
PENALTIES	5,167.81
REMOVE METER	100.00
CLOSING COSTS	6,675.00
REINSTATE FEES	3,125.00
ASSESSMENTS	500.00
ADMIN FEE/LIENS (WPC)	15,310.00
LAND LEASE	4,776.54
CELL TOWER LEASE	12,158.18
SCRAP METAL SALES	
TIMBER SALES	
TRANSFER FROM GROVE/WOLCOTT	
TOTAL REVENUE:	1,422,213.57
TOTAL REVENUE SUPER NOW CHECKING ACCOUNT	1,422,213.57
DISBURSEMENTS (VOUCHERS):	605,059.05
TRANSFERS:	
SEWER TRANSFER (CASH OUT)	645,472.28
TRANSFER TO PROCUREMENT ACCOUNT	10,000.00
TRANSFER TO GOALS ENABLING	
<u>ACCOUNT BALANCES:</u>	
SUPER NOW CHECKING ACCOUNT	
BALANCE: APR 30, 2022	3,796,549.62
GOALS ENABLING FUND	
BALANCE: APR 30, 2022	5,373,281.90
GROVE/OLD WOLCOTT TANKS	
BALANCE: APR 30, 2022	2,510.11
CONSTRUCTION ACCOUNT	
BALANCE: APR 1, 2022	80,089.82
DEPOSIT	26,194.13
DISBURSEMENTS	-
BALANCE: APR 30, 2022	106,283.95
PAYROLL CASH ACCOUNT	
BALANCE: APR 1, 2022	167,658.86
DEPOSIT	211,872.85
DISBURSEMENTS	(211,861.85)
BALANCE: APR 30, 2022	167,669.86

2021 2022 BRISTOL WATER DEPARTMENT BUDGET												
Apr-22	APPROVED BUDGET 2021 2022	EXPENDED JULY 2021 2022	EXPENDED AUGUST 2021 2022	EXPENDED SEPTEMBER 2021 2022	EXPENDED OCTOBER 2021 2022	EXPENDED NOVEMBER 2021 2022	EXPENDED DECEMBER 2021 2022	EXPENDED JANUARY 2021 2022	EXPENDED FEBRUARY 2021 2022	EXPENDED MARCH 2021 2022	EXPENDED APRIL 2021 2022	% TO DATE 2021 2022
CLASSIFICATION												
SALARIES	\$ 2,467,342.00	\$ 2,467,342.00	\$ 1,183,902.02	\$ 277,397.76	\$ 216,953.08	\$ 204,608.75	\$ 236,893.35	\$ 195,445.32	\$ 228,481.31	\$ 238,876.52	\$ 188,195.42	\$ 2,270,856.04
FRINGE BENEFITS	\$ 1,487,381.00	\$ 1,487,381.00	\$ 1,113,683.86	\$ 117,834.68	\$ 113,520.46	\$ 112,941.65	\$ 114,437.16	\$ 118,915.23	\$ 111,393.30	\$ 112,938.14	\$ 109,669.80	\$ 1,172,964.03
OPERATING SERVICES	\$ 2,714,572.00	\$ 2,714,572.00	\$ 1,333,762.11	\$ 142,208.23	\$ 100,718.88	\$ 91,249.38	\$ 123,856.84	\$ 377,985.92	\$ 298,027.80	\$ 139,320.36	\$ 125,561.75	\$ 2,167,379.37
MATERIALS & SUPPLIES	\$ 993,148.00	\$ 993,148.00	\$ 178,643.47	\$ 103,305.01	\$ 80,272.59	\$ 69,902.17	\$ 96,805.84	\$ 74,580.69	\$ 110,328.02	\$ 98,832.87	\$ 84,466.96	\$ 940,661.78
CAPITAL OUTLAY	\$ 1,219,378.00	\$ 0.00	\$ 31,767.86	\$ 1,425.00	\$ 11,650.00	\$ 28,247.32	\$ 4,124.85	\$ 40,838.26	\$ 4,218.52	\$ 30,934.60	\$ 32,279.00	\$ 188,585.41
GRAND TOTAL	\$ 9,182,421.00	\$ 1,167,770.28	\$ 651,949.32	\$ 542,170.68	\$ 523,115.01	\$ 476,949.47	\$ 566,118.04	\$ 807,876.44	\$ 750,424.95	\$ 610,700.61	\$ 540,472.93	\$ 6,737,446.63
OPERATING SERVICES												
LIGHT & POWER	\$ 406,394.00	\$ 242.03	\$ 43,915.19	\$ 24,050.26	\$ 50,902.53	\$ 460.49	\$ 29,746.94	\$ 42,254.58	\$ 17,796.35	\$ 91,783.51	\$ 1,633.79	\$ 271,151.88
TELEPHONE	\$ 16,900.00	\$ 1,562.25	\$ 1,432.18	\$ 3,500.00	\$ 2,878.86	\$ 3,000.00	\$ 3,000.00	\$ 3,169.73	\$ 3,821.00	\$ 3,000.00	\$ 3,000.00	\$ 16,595.40
POSTAGE	\$ 2,000.00	\$ 0.00	\$ 7,500.00	\$ 312.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 34,367.61
ADVERTISING	\$ 2,000.00	\$ 0.00	\$ 7,500.00	\$ 312.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 34,367.61
MAINTENANCE/SERVICE	\$ 42,025.00	\$ 4,937.88	\$ 474.81	\$ 4,096.24	\$ 1,160.49	\$ 13,685.27	\$ 2,686.14	\$ 380.41	\$ 999.49	\$ 11,422.58	\$ 352.56	\$ 40,185.87
LEASE	\$ 16,027.00	\$ 1,346.51	\$ 1,113.00	\$ 869.00	\$ 1,346.51	\$ 1,271.10	\$ 1,271.10	\$ 1,346.51	\$ 1,602.00	\$ 1,271.10	\$ 1,319.61	\$ 7,901.64
CONFERENCE & MEMBERSHIP	\$ 30,270.00	\$ 398.00	\$ 1,113.00	\$ 869.00	\$ 1,346.51	\$ 1,271.10	\$ 1,271.10	\$ 1,346.51	\$ 1,602.00	\$ 1,271.10	\$ 1,319.61	\$ 7,901.64
TAXES	\$ 606,940.00	\$ 292,246.88	\$ 22,202.75	\$ 11,648.42	\$ 12,201.45	\$ 15,144.78	\$ 8,107.09	\$ 15,259.10	\$ 20,001.36	\$ 14,598.09	\$ 73,924.17	\$ 213,551.56
PROFESSIONAL SERVICES	\$ 241,575.00	\$ 19,374.35	\$ 22,202.75	\$ 11,648.42	\$ 12,201.45	\$ 15,144.78	\$ 8,107.09	\$ 15,259.10	\$ 20,001.36	\$ 14,598.09	\$ 73,924.17	\$ 213,551.56
LIENS	\$ 6,300.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
MISCELLANEOUS	\$ 6,570.00	\$ 337.00	\$ 445.87	\$ 6,570.00	\$ 233.57	\$ 205.43	\$ 1,470.93	\$ 445.87	\$ 340.44	\$ 489.38	\$ 1,204.92	\$ 5,272.90
CONTRACTOR SERVICES	\$ 565,160.00	\$ 290.92	\$ 13,418.39	\$ 46,023.33	\$ 16,721.82	\$ 19,950.77	\$ 88,230.04	\$ 6,466.61	\$ 206,857.52	\$ 3,622.61	\$ 10,820.82	\$ 593,403.13
DEBT SERVICES	\$ 389,570.00	\$ 303,537.08	\$ 6,727.08	\$ 6,727.08	\$ 6,727.08	\$ 6,727.08	\$ 6,727.08	\$ 6,727.08	\$ 6,727.08	\$ 6,727.08	\$ 6,727.08	\$ 6,727.08
SEWER USE FEE	\$ 10,800.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
NEW BRITAIN AGREEMENT	\$ 325,000.00	\$ 339,925.08	\$ 336,364.86	\$ 42,349.72	\$ 2,700.00	\$ 15.19	\$ 0.00	\$ 1,464.00	\$ 28,876.19	\$ 31,823.05	\$ 2,700.00	\$ 36,100.00
TOTAL OPERATING SERVICES	\$ 2,714,572.00	\$ 668,688.08	\$ 133,752.11	\$ 142,208.23	\$ 100,718.88	\$ 61,249.38	\$ 123,856.84	\$ 377,985.92	\$ 298,027.80	\$ 139,320.36	\$ 125,561.75	\$ 2,167,379.37
SUPPLIES AND MATERIALS												
MOTOR FUELS	\$ 41,065.00	\$ 0.00	\$ 3,112.24	\$ 0.00	\$ 3,062.89	\$ 2,648.65	\$ 3,033.68	\$ 0.00	\$ 7,734.73	\$ 4,308.14	\$ 3,039.22	\$ 23,900.33
OFFICE SUPPLIES	\$ 27,240.00	\$ 98.85	\$ 1,830.23	\$ 796.33	\$ 1,273.26	\$ 1,460.74	\$ 1,925.80	\$ 655.11	\$ 3,511.87	\$ 3,943.26	\$ 3,039.22	\$ 18,534.67
MAINTENANCE SUP & MATERIALS	\$ 357,000.00	\$ 11,843.59	\$ 959,927.39	\$ 53,859.67	\$ 30,559.93	\$ 27,577.76	\$ 44,932.84	\$ 35,575.02	\$ 72,541.23	\$ 23,113.80	\$ 68,269.74	\$ 433,300.97
MV PARTS & SUPPLIES	\$ 15,150.00	\$ 0.00	\$ 290.15	\$ 574.55	\$ 459.34	\$ 2,670.10	\$ 431.20	\$ 1,281.66	\$ 951.56	\$ 2,012.34	\$ 1,513.31	\$ 10,184.21
MV SERVICE & REPAIRS	\$ 44,000.00	\$ 0.00	\$ 9,270.39	\$ 9,624.65	\$ 2,069.39	\$ 9,600.90	\$ 8,573.17	\$ 9,696.00	\$ 820.35	\$ 7,987.63	\$ 1,449.78	\$ 41,092.26
FUEL OIL	\$ 31,607.00	\$ 0.00	\$ 35,873.55	\$ 4,936.25	\$ 15,733.85	\$ 19,282.91	\$ 13,328.78	\$ 8,353.48	\$ 5,349.45	\$ 3,749.40	\$ 4,974.91	\$ 25,791.25
CHEMICAL TREATMENT	\$ 195,163.00	\$ 9,595.50	\$ 35,873.55	\$ 4,936.25	\$ 15,733.85	\$ 19,282.91	\$ 13,328.78	\$ 8,353.48	\$ 5,349.45	\$ 3,749.40	\$ 4,974.91	\$ 25,791.25
INSURANCE	\$ 281,923.00	\$ 41,886.22	\$ 64,539.82	\$ 38,413.56	\$ 27,038.24	\$ 14,926.58	\$ 14,926.58	\$ 1,680.66	\$ 17,559.90	\$ 41,353.36	\$ 7,220.00	\$ 166,418.66
TOTAL SUPPLIES & MATERIALS	\$ 993,148.00	\$ 83,424.18	\$ 178,843.47	\$ 103,305.01	\$ 80,272.59	\$ 69,802.17	\$ 96,805.84	\$ 74,580.69	\$ 110,328.02	\$ 98,832.87	\$ 84,466.96	\$ 940,661.78
CAPITAL OUTLAY												
CAPITAL EQUIPMENT	\$ 861,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
CAPITAL OUTLAY	\$ 368,378.00	\$ 0.00	\$ 31,767.86	\$ 1,425.00	\$ 11,650.00	\$ 28,247.32	\$ 4,124.85	\$ 40,838.26	\$ 4,218.52	\$ 30,934.60	\$ 32,279.00	\$ 188,585.41
MISC. UTILITY ASSETS	\$ 1,219,378.00	\$ 0.00	\$ 31,767.86	\$ 1,425.00	\$ 11,650.00	\$ 28,247.32	\$ 4,124.85	\$ 40,838.26	\$ 4,218.52	\$ 30,934.60	\$ 32,279.00	\$ 188,585.41
CAPITAL OUTLAY TOTAL	\$ 1,219,378.00	\$ 0.00	\$ 31,767.86	\$ 1,425.00	\$ 11,650.00	\$ 28,247.32	\$ 4,124.85	\$ 40,838.26	\$ 4,218.52	\$ 30,934.60	\$ 32,279.00	\$ 188,585.41
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CITY OF BRISTOL WATER DEPARTMENT
CAPITAL OUTLAY BUDGET YEAR 2021-22

[illegible]

2022 SHUT-OFFS BREAKDOWN Still off to date for non-pay: (47)

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	386	283	27	17	9	4
FEBRUARY 01	319	233	31	19	5	2
MARCH 02	328	300	46	33	14	9
APRIL 03	464	303	35	25	10	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	834	\$117,297.96
EFT (Check)	262	\$45,163.51
Online Bank Direct	297	\$44,037.02
PayPal	73	\$11,315.11
PayPal Credit	1	\$139.55
Venmo	8	\$1,137.21
Total	1475	\$219,090.36

Monthly Invoice Summary

Invoice Count
No records to display.

Paperless Statistics

Invoice Type	Paperless
Water	5528

Auto-Pay Statistics

Invoice Type	AutoPay
Water	2278

Customer Registration Statistics

Customer Count	Registered Count	Registered %
21472	9304	43.33

Pay By Text Registration Statistics

Customer Count	Registered Count	Registered %
3453	2679	77.58

Bid Results

Clavette Logging LLC	\$25,501.50
B + S	\$17,424.00
Maple Ridge LLC	\$10,876.00
Supreme Forest Products	\$9,250.00

CONNWOOD FORESTERS, INC.

39 CHERRY HILL ROAD, PO BOX 150
ROCKFALL, CONNECTICUT 06481
860-349-9910
CONNWOOD.COM

A FOREST OWNERS' COOPERATIVE ASSOCIATION ENGAGED SINCE 1945 IN THE STEWARDSHIP OF FORESTS FOR WOOD, WATER, WILDLIFE, RECREATION, AND AESTHETICS.

Bid for Bristol Water Department 2022 Sale

Date:

5/3/22

Company:

Clavelle Logging LLC

Address:

19 West Chippin Hill Rd
Burlington Ct 06013

Submitted By:

Carl Clavelle Carl Clavelle

Phone Number:

860 307-7456

Email:

woodtr1@yahoo.com

LUMP SUM BID:

~~25,501.50~~

25,501.50

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CONNWOOD FORESTERS, INC.

39 CHEERY HILL ROAD, PO BOX 150
RICHFALL, CONNECTICUT 06481
860-349-6910
CONNWOOD.COM

A FOREST OWNERS' COOPERATIVE ASSOCIATION ENGAGED SINCE 1945 IN THE STEWARDSHIP OF FORESTS FOR WOOD, WATER, WILDLIFE, RECREATION, AND AESTHETICS.

Bid for Bristol Water Department 2022 Sale

Date: 5 3 22

Company: B + S

Address: 517 NILES ROAD

NEW HARTFORD CT 06105-7

Submitted By: BILL LUM

Phone Number: 860 601 0854

Email: _____

LUMP SUM BID: 17,424.00

CONNWOOD FORESTERS, INC.

39 CHERRY HILL ROAD, PO BOX 150
ROCKFALL, CONNECTICUT 06481
860-349-9910
CONNWOOD.COM

A FOREST OWNERS' COOPERATIVE ASSOCIATION ENGAGED SINCE 1945 IN THE STEWARDSHIP OF FORESTS FOR WOOD, WATER, WILDLIFE, RECREATION, AND AESTHETICS.

Bid for Bristol Water Department 2022 Sale

Date:

4/22/22

Company:

Maple Ridge LLC

Address:

96 West Morris Rd

Bantam CT, 06750

Submitted By:

Forrest Turner

Phone Number:

860-457-7818

Email:

Maple Ridge Forestry@gmail.com

LUMP SUM BID: \$10,876

CONNWOOD FORESTERS, INC.

39 CHERRY HILL ROAD, PO BOX 150
ROCKFALL, CONNECTICUT 06481
860-349-9910
CONNWOOD.COM

A FOREST OWNERS' COOPERATIVE ASSOCIATION ENGAGED SINCE 1945 IN THE STEWARDSHIP OF FORESTS FOR WOOD, WATER, WILDLIFE, RECREATION, AND AESTHETICS.

Bid for Bristol Water Department 2022 Sale

Date: MAY 3, 2022
Company: SUPREME FOREST PRODUCTS
Address: 49 DEPAULO DRIVE
SOUTHINGTON, CT 06489
Submitted By: CHARLES LEIGUS G.M.
Phone Number: 860 301 0673
Email: CLEIGUS@SUPREMEINDUSTRIES.COM

LUMP SUM BID: \$9,250.00

WESTON & SAMPSON ACTIVITY REPORT
CITY OF BRISTOL WATER DEPARTMENT
For the meeting on May 17, 2022

On-Call Engineering Services (2070524):

1. Note that there were no on-call charges invoiced in April 2022.
2. Weston & Sampson continues to assist Bristol Water Department with review of CT DOT water main realignment and removal/closure and replacement of the fuel storage tank at the SWTP. These projects are being managed under separate contracts with Bristol Water Department (i.e., not under the On-Call agreement).
3. Under the On-Call Services Agreement, Weston & Sampson assisted the City of Bristol with the following task(s):
 - a. Assisted with CT DEEP Diversion Permit issues. Provided professional guidance and options on how to comply.
 - b. Distributed PFAS update/educational materials on the state of the science for treatment and regional regulation. Discussed potential regulatory changes from CT DPH and how they would impact BWD.