



BOARD OF WATER COMMISSIONERS
Regular Meeting Agenda
Tuesday, June 21, 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 May 17, 2022 Regular Board Meeting
 5. Approval of the Department Reports for the Month of May 2022
 6. Public Participation
 7. Customer Correspondence
441 Jerome Avenue
120 Church Avenue
 8. Water Main Extension Application – Phase IV Gino Drive – Trademark Acquisitions LLC
 9. Committee Reports
 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
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Next Meeting: Tuesday, July 19, 2022 at 6:15 pm

BOARD OF WATER COMMISSIONERS MAY 17, 2022 – REGULAR MEETING

PRESENT: Chairperson Dunn, Commissioners Phelan, Suarez, and Porrini arrived 6:21 p.m.
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 Avenue to order at 6:18 p.m.

2) PLEDGE OF ALLEGIANCE.

3) MOMENT OF SILENCE.

4) APPROVAL OF THE MINUTES OF THE APRIL 19, 2022 REGULAR BOARD MEETING.

On motion of Commissioner Phelan and seconded, it was unanimously voted to approve the April 19, 2022 minutes as presented.
Motion passed.

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

On motion of Commissioner Suarez and seconded, it was unanimously voted to approve the April 2022 Department Reports as presented.
Motion passed.

6) PUBLIC PARTICIPATION

None.

7) CUSTOMER CORRESPONDENCE.

Marwood Condominium Associates – Beths Avenue: Requesting assistance from the Department in regards to the discoloration of the water. Discussion ensued and noted that the Department has been out to the area several times. The Association was informed that it is a hot water problem and they have old piping running throughout.

On motion of Commissioner Phelan and seconded, it was unanimously voted that no recourse be given.
Motion passed.

8) COMMITTEE REPORTS

None.

9) CONNWOOD FORESTERS

On motion by Commissioner Porrini and seconded, it was unanimously voted to award the 2022 Timber Harvest to Clavette Logging LLC.

Motion passed.

10) ON-CALL ENGINEERING RFQ.

No report.

11) INVESTMENTS

No report.

12) ACTIVITY REPORT – WESTON & SAMPSON.

No action.

13) SUPERINTENDENT'S REPORT.

No report.

14) CHAIRPERSON'S REPORT.

No action taken.

15) OLD BUSINESS.

None.

16) NEW BUSINESS.

None.

17) ADJOURNMENT.

At 6:48 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

MAY 2022

WATER BILLING

Water Bills rendered May 2022	<u>\$551,256.77</u>
Water Bills remaining unpaid as of May 2022	<u>\$274,436.06</u>

PRECIPITATION

For the Month	<u>3.72</u>	Normal	<u>3.86 "</u>	Departure from Normal	<u>-0.14 "</u>
For the Year	<u>20.49 "</u>	Normal	<u>17.72 "</u>	Departure from Normal	<u>2.77 "</u>

RESERVOIR CAPACITY

Total Available Capacity - May 2022	<u>1,262,480,000</u>	Gallons	<u>98.76%</u>
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PRODUCTION

Monthly Production - May 2022	<u>167,078,320</u>	Gallons
Monthly Production - May 2021	<u>174,664,560</u>	Gallons

CASH STATEMENT

BALANCE: MAY 1, 2022	3,796,549.62
REVENUE:	
ACCOUNTS RECEIVABLE	638,777.17
SERVICE ACCOUNTS	33,874.96
FINES	4,000.00
SEWER ACCOUNTS	632,326.15
LIENS	1,128.52
PENALTIES	5,358.73
REMOVE METER	50.00
CLOSING COSTS	6,150.00
REINSTATE FEES	3,450.00
ASSESSMENTS	
ADMIN FEE/LIENS (WPC)	1,425.00
LAND LEASE	2,388.27
CELL TOWER LEASE	8,509.26
SCRAP METAL SALES	
TIMBER SALES	
TRANSFER FROM GROVE/WOLCOTT	
TOTAL REVENUE:	1,337,438.06
TOTAL REVENUE SUPER NOW CHECKING ACCOUNT	1,337,438.06
DISBURSEMENTS (VOUCHERS):	773,243.34
TRANSFERS:	
SEWER TRANSFER (CASH OUT)	607,353.34
TRANSFER TO PROCUREMENT ACCOUNT	20,000.00
TRANSFER TO GOALS ENABLING	
<u>ACCOUNT BALANCES:</u>	
SUPER NOW CHECKING ACCOUNT	
BALANCE: MAY 31, 2022	3,733,391.00
GOALS ENABLING FUND	
BALANCE: MAY 31, 2022	5,373,801.56
GROVE/OLD WOLCOTT TANKS	
BALANCE: MAY 31, 2022	2,510.45
CONSTRUCTION ACCOUNT	
BALANCE: MAY 1, 2022	106,283.95
DEPOSIT	9,835.00
DISBURSEMENTS	(20.00)
BALANCE: MAY 31, 2022	116,098.95
PAYROLL CASH ACCOUNT	
BALANCE: MAY 1, 2022	167,669.86
DEPOSIT	209,730.27
DISBURSEMENTS	(210,193.27)
BALANCE: MAY 31, 2022	167,206.86

2022 SHUT-OFFS BREAKDOWN

Still off to date for non-pay: (48)

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	290	224	24	17	6	3
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	788	\$119,421.68
EFT (Check)	249	\$47,472.34
Online Bank Direct	363	\$52,134.92
PayPal	72	\$10,314.74
Venmo	12	\$1,423.66
Total	1484	\$230,767.34

Monthly Invoice Summary

Invoice Count
No records to display.

Paperless Statistics

Invoice Type	Paperless
Water	5626

Auto-Pay Statistics

Invoice Type	AutoPay
Water	2339

Customer Registration Statistics

Customer Count	Registered Count	Registered %
21542	9380	43.54

Pay By Text Registration Statistics

Customer Count	Registered Count	Registered %
3501	2721	77.72

Phase IV



APPLICATION WATER MAIN EXTENSION

DATE _____

I Gino Troiano DO HEREBY GUARANTEE TO THE BOARD OF WATER COMMISSIONERS
THE COST OF INSTALLING APPROXIMATELY 750 L FEET OF 8" MAIN
ON Gino Drive

TO COVER LOTS # 39, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56,
FEET OF 750 MAIN ON Gino Drive

TO COVER LOTS # _____
FEET OF _____ MAIN ON _____

I HEREBY WAIVE ALL CLAIMS FOR A HEARING ON THIS EXTENSION. I UNDERSTAND THAT I WILL BE OBLIGATED TO MAKE A DEPOSIT WITH THE BRISTOL WATER DEPARTMENT IN THE FULL AMOUNT OF THE ESTIMATED COST OF THIS EXTENSION PLUS THE ESTIMATED COST OF ALL SERVICE LATERALS BEFORE WORK CAN BE STARTED. I ALSO UNDERSTAND THAT AFTER THE WORK IS COMPLETED AND THE ACTUAL COST OF THE EXTENSION AND SERVICE LATERALS HAS BEEN DETERMINED, THIS COST WILL BE COMPARED WITH THE ORIGINAL DEPOSIT. THE BRISTOL WATER DEPARTMENT WILL REFUND THE DIFFERENCE TO ME IF THE COST IS LESS THAN THE DEPOSIT OR IF THE COST IS MORE THAN THE DEPOSIT, I WILL BE BILLED THE DIFFERENCE.

I ALSO UNDERSTAND THAT THE STREETS MUST BE AT SUB-GRADE, THAT ACCURATE LINE AND GRADES MUST BE FURNISHED BY ME AND THAT ANY EXPENSE INCURRED BY THE BRISTOL WATER DEPARTMENT IN RELOCATING OR RAISING WATER MAINS, FIRE HYDRANTS, GATE BOXES OR CURB BOXES AND CURB VALVES BECAUSE OF INCORRECT LINE AND GRADE WILL BE BILLED TO ME. (ALL TRENCH WORK IS TO BE DONE BY THE APPLICANT (EXCAVATION, BACKFILLING AND STREET SURFACING)).

WATER MAIN ESTIMATE:

- 0 - Paid by Developer

SERVICE LATERAL ESTIMATES:

17 @ \$1275.00

TOTAL ESTIMATES:

21,675.00

ESTIMATED BY: m

SIGNATURE OF APPLICANT: [Signature]

D/BA: Trademark Acquisitions LLC

ADDRESS OF APPLICANT: 72 Cold Springs Rd Bristol Ct 06010

APPROVED FOR
BRISTOL WATER DEPARTMENT _____ DATE _____

**Laurentide Glen
Phase 4 Lots/Sizes/Addresses**

Lot #	Lot Size	Street Address
38	0.24	128 Pequabuck Street
39	0.24	81 Gino Drive
40	0.43	135 Pequabuck Street
41	0.49	55 Gino Drive
42	0.60	45 Gino Drive
43	0.32	37 Gino Drive
44	0.23	29 Gino Drive
45	0.23	21 Gino Drive
46	0.21	11 Gino Drive
47	0.24	3 Gino Drive
48	0.24	2 Gino Drive
49	0.24	6 Gino Drive
50	0.24	12 Gino Drive
51	0.24	20 Gino Drive
52	0.36	28 Gino Drive
53	0.56	36 Gino Drive
54	0.60	44 Gino Drive
55	1.28	56 Gino Drive
56	0.27	70 Gino Drive