



BOARD OF WATER COMMISSIONERS

Regular Meeting Agenda

Tuesday, May 20, 2025 6:15 p.m.

Meeting will be held at the Bristol Water & Sewer Department, Water Filtration Plant, 1080 Terryville Ave., Bristol, CT. or join via Zoom: Meeting ID:854 8206 0075, Passcode: 123456; Dial in: 1-929-205-6099.

1. Call to Order
2. Pledge of Allegiance
3. Moment of Silence
4. Approval of the minutes of the April 15, 2025 Regular Board Meeting
5. Approval of the Department Reports for the Month of April 2025
6. Public Participation
7. Customer Correspondence
 - A. 30 Pondview Lane
8. Committee Reports
9. Investments
10. Superintendent's Report
11. Chairperson's Report
12. Old Business
13. New Business
14. Adjournment

Next Meeting: Tuesday, June 17, 2025 6:15 p.m.

BOARD OF WATER COMMISSION

APRIL 15, 2025 - REGULAR MEETING

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

PRESENT by videoconference: Commissioner Dunn.

STAFF PRESENT: Assistant Superintendent's Pagliaruli, Bolduc and Keegan; Dawn LaBella, Office Manager.

1) CALL TO ORDER.

Chairperson Phelan called the meeting of the Board of Water Commission to order at 6:11 p.m.

2) PLEDGE OF ALLEGIANCE.

3) MOMENT OF SILENCE.

4) APPROVAL OF THE MINUTES OF THE MARCH 18, 2025 REGULAR MEETING.

On motion of Commissioner Ferrier and seconded; it was unanimously voted to approve the March 18, 2025 regular meeting minutes as presented.
Motion passed.

5) APPROVAL OF THE DEPARTMENT REPORTS FOR THE MONTH OF MARCH 2025.

On motion of Commissioner Porrini and seconded; it was unanimously voted to approve the March 2025 Department Reports as presented.
Motion passed.

6) PUBLIC PARTICIPATION.

None.

7) CUSTOMER CORRESPONDENCE.

None.

8) COMMITTEE REPORTS.

None.

9) CONWOOD FORESTERS - E1996 SALES AGREEMENT.

On motion of Commissioner Porrini and seconded; it was unanimously voted to accept Gutches Lumber Company E1996 Sales Agreement in the amount of \$56,298.00 with the amended location to Harwinton and Burlington, Connecticut.
Motion passed.

10) INVESTMENTS - BOARD OF FINANCE APPROVED BANKS.

On motion of Commissioner Dunn and seconded; it was unanimously voted to

accept the City of Bristol Approved Banks for Investments, as presented by the Treasurer's office and to participate in the State of CT Treasurers Short-Term Investment Fund (STIF).
Motion passed.

11) SUPERINTENDENTS REPORT.

None.

12) CHAIRPERSONS REPORT.

No action taken.

13) OLD BUSINESS.

None

14) NEW BUSINESS.

None.

15) ADJOURNMENT.

At 6:43 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 2025

WATER BILLING

Water Bills rendered April 2025	<u>\$795,877.76</u>
Water Bills remaining unpaid as of April 2025	<u>\$384,017.90</u>

PRECIPITATION

For the Month	<u>3 "</u>	Normal	<u>3.70 "</u>	Departure from Normal	<u>-0.70 "</u>
For the Year	<u>12.41 "</u>	Normal	<u>12.80 "</u>	Departure from Normal	<u>-0.39 "</u>

RESERVOIR CAPACITY

Total Available Capacity - April 2025	<u>126,248,000</u>	Gallons	<u>98.758%</u>
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PRODUCTION

Monthly Production - April 2025	<u>148,802,200</u>	Gallons
Monthly Production - April 2024	<u>149,175,280</u>	Gallons

CASH STATEMENT WATER	
BALANCE: APR 1 2025	4,517,529.63
REVENUE:	
ACCOUNTS RECEIVABLE	874,503.63
SERVICE ACCOUNTS	87,302.25
FINES	
SEWER ACCOUNTS	729,966.25
LIENS	820.67
PENALTIES	4,655.48
REMOVE METER	100.00
CLOSING COSTS	8,125.00
REINSTATE FEES	8,050.00
ASSESSMENTS	
ADMIN FEE/LIENS (WPC)	14,520.00
LAND LEASE	2,460.54
CELL TOWER LEASE	17,294.91
SCRAP METAL SALES	813.00
TIMBER SALES	6,549.25
STATE BOND TRANSFERS	118,270.10
TOTAL REVENUE:	1,873,431.08
TOTAL REVENUE SUPER NOW CHECKING ACCOUNT	1,873,431.08
DISBURSEMENTS (VOUCHERS):	781,952.62
TRANSFERS:	
SEWER TRANSFER (BWSD)	729,966.25
TRANSFER TO PROCUREMENT ACCOUNT	10,000.00
<u>ACCOUNT BALANCES:</u>	
SUPER NOW CHECKING ACCOUNT	
BALANCE: APR 30 , 2025	4,869,041.84
GOALS ENABLING FUND	
BALANCE: APR 30 , 2025	5,718,693.23
CONSTRUCTION ACCOUNT	
BALANCE: APR 1, 2025	161,480.05
DEPOSIT	4,000.00
DISBURSEMENTS	(53,568.55)
BALANCE: APR 30, 2025	111,911.50
PAYROLL CASH ACCOUNT	
BALANCE: APR 1, 2025	189,267.11
DEPOSIT	355,384.90
DISBURSEMENTS	(243,009.30)
BALANCE: APR 30 , 2025	301,642.71

2024 2025 BRISTOL WATER DEPARTMENT BUDGET Apr-25				
	APPROVED BUDGET 2024 2025	EXPENDED APRIL 2024 2025	EXPENDED TO DATE 2024 2025	% TO DATE 2024 2025
CLASSIFICATION				
SALARIES	\$ 2,976,773.70	\$ 161,953.02	\$2,450,606.33	82.32%
FRINGE BENEFITS	\$ 1,628,704.00	\$ 115,001.51	\$1,131,974.75	69.50%
OPERATING SERVICES	\$ 2,830,250.00	\$197,324.56	\$1,907,709.19	67.40%
MATERIALS & SUPPLIES	\$ 1,242,158.00	\$99,521.79	\$1,184,376.35	95.35%
CAPITAL OUTLAY	\$ 2,561,014.00	\$0.00	\$294,973.26	11.52%
GRAND TOTAL	\$ 11,238,899.70	\$573,800.88	\$6,969,639.88	62.01%
OPERATING SERVICES				
LIGHT & POWER	\$ 574,558.00	\$ 48,646.41	\$458,754.45	79.84%
TELEPHONE	\$ 24,240.00	\$ 2,340.70	\$14,823.18	61.15%
POSTAGE	\$ 30,300.00	\$ (24,500.00)	\$16,787.50	55.40%
ADVERTISING	\$ 1,000.00		\$312.00	31.20%
CLOTHING/UNIFORMS	\$ 6,700.00	\$ 685.09	\$5,259.31	78.50%
MAINTENANCE/SERVICE	\$ 78,470.00	\$ 1,229.94	\$43,466.54	55.39%
LEASE	\$ 16,509.00	\$ 1,488.88	\$11,608.19	70.31%
CONFERENCE & MEMBERSHIP	\$ 34,950.00	\$ 3,556.00	\$17,112.43	48.96%
TAXES	\$ 605,783.00	\$ 47,438.81	\$468,356.63	77.31%
PROFESSIONAL SERVICES	\$ 289,220.00	\$ 10,000.55	\$272,045.52	94.06%
LIENS	\$ 4,300.00	\$ 430.00	\$3,230.00	75.12%
MISCELLANEOUS	\$ 6,570.00	\$ 996.32	\$5,764.18	87.73%
CONTRACTOR SERVICES	\$ 621,600.00	\$ 71,812.43	\$296,522.42	47.70%
DEBT SERVICES	\$ 133,250.00	\$ 6,727.08	\$120,145.80	90.17%
SEWER USE FEE	\$ 10,800.00	\$ 2,700.00	\$10,800.00	100.00%
NEW BRITAIN AGREEMENT	\$ 392,000.00	\$ 23,772.35	\$162,721.04	41.51%
TOTAL OPERATING SERVICES	\$ 2,830,250.00	\$197,324.56	\$1,907,709.19	67.40%
SUPPLIES AND MATERIALS				
MOTOR FUELS	\$ 62,857.00	\$ 4,402.79	\$60,534.27	96.30%
OFFICE SUPPLIES	\$ 33,285.00	\$ 1,083.35	\$32,570.53	97.85%
MAINTENANCE SUP & MATERIALS	\$ 484,000.00	\$ 56,669.25	\$460,062.40	95.05%
MV PARTS & SUPPLIES	\$ 15,150.00	\$ 334.13	\$11,695.40	77.20%
MV SERVICE & REPAIRS	\$ 44,000.00	\$ 11,370.01	\$49,047.36	111.47%
FUEL OIL	\$ 44,963.00	\$ 5,288.40	\$32,691.51	72.71%
CHEMICAL TREATMENT	\$ 284,200.00	\$ 20,373.86	\$306,619.12	107.89%
INSURANCE	\$ 273,703.00		\$231,155.76	84.45%
TOTAL SUPPLIES & MATERAILS	\$ 1,242,158.00	\$99,521.79	\$1,184,376.35	95.35%
CAPITAL OUTLAY				
CAPITAL EQUIPMENT	\$ 300,000.00		\$0.00	0.00%
CAPITAL OUTLAY	\$ 1,734,750.00		\$83,406.90	4.81%
MISC. UTILITY ASSETS	\$ 526,264.00		\$211,566.36	40.20%
CAPITAL OUTLAY TOTAL	\$ 2,561,014.00	\$0.00	\$294,973.26	11.52%
GRAND TOTAL	\$ 11,238,899.70	\$573,800.88	\$6,969,639.88	62.01%

**CITY OF BRISTOL WATER DEPARTMENT
CAPITAL OUTLAY BUDGET YEAR 2024-25**

	BUDGET REQUEST 2024-2025	EXPENDED APR 2025	EXPENDED TO- DATE
<u>CAPITAL EQUIPMENT</u>			
10 WHEEL DUMP TRUCK	\$300,000.00		\$0.00
			\$0.00
			\$0.00
TOTAL CAPITAL EQUIPMENT	\$300,000.00	\$0.00	\$0.00
<u>UTILITY ASSETS</u>			
<u>DISTRIBUTION SECTION</u>			
(3) Demo Saws	\$3,000.00		\$0.00
(2) Pipe Locators	\$7,130.00		\$0.00
Signage	\$3,000.00		\$0.00
Mueller Power Operator	\$5,400.00		\$15,650.00
(3) Pin Locators	\$2,964.00		\$0.00
Tri Pod and Blower	\$4,000.00		\$0.00
Regulator Pit Main	\$30,000.00		\$0.00
Road Saw	\$4,000.00		\$0.00
Plate Compactor	\$5,000.00		\$6,785.00
Portable Generators	\$6,000.00		\$7,947.00
Snow Blower	\$3,000.00		
TOTAL UTILITY ASSETS DISTRIBUTION SECTION	\$73,494.00	\$0.00	\$30,382.00
<u>METER SHOP SECTION</u>			
5/8" Meters 650@158	\$102,700.00		\$46,356.90
Transmitters 500 @140.00	\$70,000.00		\$89,600.00
1 1/2" T-10 METER (10)	\$7,754.00		\$2,464.62
1" T-10 METER (10)	\$3,631.00		\$3,175.44
2" T-10 METER (10)	\$9,946.00		\$0.00
2" UME	\$15,043.00		\$0.00
3" NEPTUNE TR/FLO COMPUND UME	\$2,564.00		\$0.00
3" NEPTUNE HP TURBINE UME	\$1,283.00		\$0.00
3/4" T-10 METER(20)	\$5,231.00		\$0.00
R900 Belt Clip Transceiver	\$15,043.00		\$0.00
Schonstedt Model GA-52Cx (2)	\$2,175.00		\$0.00
6" DETECTOR CHECK	\$7,000.00		
TOTAL UTILITY ASSETS METER SHOP SECTION	\$242,370.00	\$0.00	\$141,596.96

**CITY OF BRISTOL WATER DEPARTMENT
CAPITAL OUTLAY BUDGET YEAR 2024-25**

<u>WATER TREATMENT PLANT SECTION</u>			
Rebuild Hill Street Pump	\$65,000.00		\$0.00
Rebuild High Service Pump	\$55,000.00		\$0.00
LMI Chemical Feed Pump	\$10,000.00		\$0.00
PLC and Analyzer Equipment	\$15,000.00		\$0.00
Chemical Feed Maintenance Parts	\$15,000.00		\$0.00
Peristaltic Chemical Feed Pump	\$15,000.00		\$0.00
Turbidity Meter	\$10,000.00		\$0.00
Flow Meter	\$12,000.00		
Chlorine Analyzer	\$9,000.00		
TOTAL UTILITY ASSETS WATER TREATMENT PLANT	\$206,000.00	\$0.00	\$0.00
<u>WATERSHED SECTION</u>			
			\$0.00
2-Stihl MS271 Chainsaws	\$1,200.00		\$0.00
Stihl HS56 Hedge Trimmer	\$500.00		\$0.00
Game Cameras	\$1,500.00		
Chainsaw Chain Breaker and Spinner	\$1,200.00		\$0.00
			\$0.00
TOTAL UTILITY ASSETS WATERSHED SECTION	\$4,400.00	\$0.00	\$0.00
<u>OFFICE SECTION</u>			
			\$0.00
TOTAL UTILITY ASSETS OFFICE SECTION	\$0.00	\$0.00	\$0.00
TOTAL UTILITY ASSETS	\$526,264.00	\$0.00	\$171,978.96

CITY OF BRISTOL WATER DEPARTMENT CAPITAL OUTLAY BUDGET YEAR 2024-25			
	BUDGET REQUEST 2024-25	EXPENDED APR 2025	EXPENDED TO- DATE
<u>CAPITAL IMPROVEMENTS</u>			
WATER MAIN REPLACEMENTS	\$200,000.00		\$0.00
HYDRANT REPLACEMENTS	\$125,000.00		\$39,587.40
VALVE REPLACEMENT	\$100,000.00		\$0.00
WELL REDEVELOPMENT	\$65,000.00		\$30,325.00
BUILDING REPAIRS	\$20,000.00		\$0.00
OFFICE PAINTING	\$12,000.00		\$0.00
REPLACE STEEL DOORS WATERSHED GARAGE AND WELLS	\$40,000.00		\$0.00
REPAIR WATERSHED GARAGE FLOOR DRAINS	\$15,000.00		\$0.00
UPGRADES TO FIRE ALARM SYSTEM	\$150,000.00		\$0.00
MIX ST WELL #4-SURGE AND REPLACE PUMP AND MOTOR	\$57,750.00		\$0.00
REPLACE FLOCCULATORS AT FP	\$150,000.00		\$0.00
ENGINEERING TO REPLACE CHAPEL STREET TANK	\$150,000.00		\$0.00
ENGINEERING FOR NEW CHEMICAL BUILDING AT MIX ST & IRON AND MAGNESIUM TREATMENT	\$250,000.00		\$0.00
ENGINEERING FOR IRON AND MAGNESIUM TREATMENT MECHANIC ST WELL	\$150,000.00		\$0.00
SHRUB RD PRV VAULT REPLACEMENT	\$250,000.00		\$0.00
			\$0.00
TOTAL CAPITAL IMPROVEMENTS	\$1,734,750.00	\$0.00	\$69,912.40
TOTAL CAPITAL OUTLAY	\$2,561,014.00	\$0.00	\$241,891.36
SCADA IN PROGRESS	\$699,950.00	156,973.98	2,334,754.18
CARRY OVER FROM 2023-2024			
			0.00
			0.00
			0.00
			0.00
			0.00

2025 SHUT-OFFS BREAKDOWN Still off to date for non-pay: (41)

MONTH/ DISTRICT	TERMINATION LETTERS SENT	# 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	488	81	52	16	6
FEBRUARY 01	346	67	48	13	4
MARCH 02	409	64	52	11	4
APRIL 2024	428	124	100	25	8
APRIL 03	359	63	48	12	6
MAY 01	358				
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.



What are you looking for?

Current Monthly Summary ★

Current Month Payment Summary

Payment Type	Number Of Transactions	Total Paid
Credit/Debit Card	747	\$137,473.58
EFT (Check)	196	\$49,034.25
Online Bank Direct	169	\$24,124.19
PayPal	63	\$10,764.02
PayPal Credit	2	\$306.30
Venmo	7	\$1,155.99
Total	1184	\$222,858.33

Monthly Invoice Summary

Invoice Count
No records to display.

Paperless Statistics

Invoice Type	Paperless
Water	6992

Auto-Pay Statistics

Invoice Type	AutoPay
Water	3832

Customer Registration Statistics

Customer Count	Registered Count
22350	11040

Registered %
49.40

Customer Count
4951

Registered Count
3769

Registered %
76.13

Pay By Text Registration Statistics

