



BOARD OF WATER COMMISSIONERS

Regular Meeting Agenda

Tuesday, July 15, 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 June 17, 2025 Regular Board Meeting
5. Approval of the Department Reports for the Month of June 2025
6. Public Participation
7. Customer Correspondence
 - A. 78 Daniel Road
8. Committee Reports
9. Investments
10. Superintendent's Report
11. Chairperson's Report
12. Old Business
13. New Business
14. Adjournment

Next Meeting: Tuesday, August 19, 2025 6:15 p.m.

BOARD OF WATER COMMISSION

JUNE 17, 2025 - REGULAR MEETING

PRESENT: Chairperson Phelan; Commissioners Ferrier and Porrini.

PRESENT by phone: Commissioner Dunn.

ABSENT: Commissioner Cunningham

STAFF PRESENT: Assistant Superintendents Pagliaruli, Bolduc and Keegan.

1) CALL TO ORDER.

Chairperson Phelan called the meeting of the Board of Water Commission to order at 6:10 p.m.

2) PLEDGE OF ALLEGIANCE.

3) MOMENT OF SILENCE.

4) APPROVAL OF THE MINUTES OF THE MAY 20, 2025 REGULAR MEETING.

On motion of Commissioner Porrini and seconded; it was unanimously voted to approve the May 20, 2025 regular meeting minutes as presented.
Motion passed.

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

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

6) PUBLIC PARTICIPATION.

Gary Rochester, 40 Arlington Street - Mr. Rochester addressed the Board requesting they consider a special price on bulk water for residents that have a well. Board explained how the pricing was set for bulk water. No action was taken.

7) CUSTOMER CORRESPONDENCE.

A. 166 Mark St.: Requested to have the reinstatement fee of \$175.00 be refunded that was incurred due to the property being terminated for non-payment.

On motion of Commissioner Porrini and seconded; it was unanimously voted that no recourse be given to 166 Mark Street.
Motion passed.

B. 164 Hoover Ave: Requested to have the reinstatement fee of \$175.00 be refunded that was incurred due to the property being terminated for non-payment.

On motion of Commissioner Porrini and seconded; it was unanimously voted to that no

recourse be given to 164 Hoover Avenue.
Motion passed.

8) BID PROPOSAL - CONTRACT 2A25-087 EMERGENCY CONSTRUCTION SERVICES.

On motion of Commissioner Porrini and seconded, it was unanimously voted to accept the Contract 2A25-087 Emergency Construction Services.
Motion passed.

9) COMMITTEE REPORTS.

None.

10) INVESTMENTS.

No action taken.

11) SUPERINTENDENTS REPORT.

No action taken.

12) CHAIRPERSONS REPORT.

No action taken.

13) OLD BUSINESS.

None.

14) NEW BUSINESS.

None.

15) ADJOURNMENT.

At 6:48 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

JUNE 2025

WATER BILLING

Water Bills rendered June 2025	<u>\$830,648.06</u>
Water Bills remaining unpaid as of June 2025	<u>\$307,359.07</u>

PRECIPITATION

For the Month	<u>2.61 "</u>	Normal	<u>3.90 "</u>	Departure from Normal	<u>-1.29 "</u>
For the Year	<u>27.53 "</u>	Normal	<u>20.00 "</u>	Departure from Normal	<u>7.53 "</u>

RESERVOIR CAPACITY

Total Available Capacity - June 2025	<u>1,203,320,000</u>	Gallons	<u>94.130%</u>
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PRODUCTION

Monthly Production - June 2025	<u>179,182,860</u>	Gallons
Monthly Production - June 2024	<u>193,074,260</u>	Gallons

CASH STATEMENT WATER	
BALANCE: JUNE 1 2025	4,644,229.07
REVENUE:	
ACCOUNTS RECEIVABLE	695,955.53
SERVICE ACCOUNTS	14,336.74
FINES	
SEWER ACCOUNTS	675,493.37
LIENS	727.13
PENALTIES	3,564.55
REMOVE METER	
CLOSING COSTS	8,500.00
REINSTATE FEES	7,075.00
ASSESSMENTS	19.00
ADMIN FEE/LIENS (WPC)	410.00
LAND LEASE	2,460.64
CELL TOWER LEASE	17,422.69
SCRAP METAL SALES	
TIMBER SALES	14,074.50
STATE BOND TRANSFERS	241,954.95
TOTAL REVENUE:	1,681,994.10
TOTAL REVENUE SUPER NOW CHECKING ACCOUNT	1,681,994.10
DISBURSEMENTS (VOUCHERS):	992,005.76
TRANSFERS:	
SEWER TRANSFER (BWSD)	675,493.37
TRANSFER TO PROCUREMENT ACCOUNT	10,000.00
ACCOUNT BALANCES:	
SUPER NOW CHECKING ACCOUNT	
BALANCE: JUNE 30 , 2025	4,648,724.04
GOALS ENABLING FUND	
BALANCE: JUNE 30 , 2025	5,738,455.63
CONSTRUCTION ACCOUNT	
BALANCE: JUNE 1, 2025	214,369.69
DEPOSIT	22,908.66
DISBURSEMENTS	(54,150.00)
BALANCE: JUNE 30, 2025	183,128.35
PAYROLL CASH ACCOUNT	
BALANCE: JUNE 1, 2025	193,361.99
DEPOSIT	256,046.47
DISBURSEMENTS	(260,284.20)
BALANCE: JUNE 30 , 2025	189,124.26

2024 2025 BRISTOL WATER DEPARTMENT BUDGET				
Jun-25				
	APPROVED	EXPENDED	EXPENDED	%
	BUDGET	JUNE	TO DATE	TO DATE
CLASSIFICATION	2024 2025	2024 2025	2024 2025	2024 2025
SALARIES	\$ 2,976,773.70	\$ 296,597.02	\$3,084,100.63	103.61%
FRINGE BENEFITS	\$ 1,628,704.00	\$ 112,791.72	\$1,363,591.00	83.72%
OPERATING SERVICES	\$ 2,830,250.00	\$205,783.42	\$2,442,902.64	86.31%
MATERIALS & SUPPLIES	\$ 1,242,158.00	\$127,171.03	\$1,461,065.77	117.62%
CAPITAL OUTLAY	\$ 2,561,014.00	\$42,586.08	\$390,573.12	15.25%
GRAND TOTAL	\$ 11,238,899.70	\$784,929.27	\$8,742,233.16	77.79%
OPERATING SERVICES				
LIGHT & POWER	\$ 574,558.00	\$ 38,146.16	\$576,743.09	100.38%
TELEPHONE	\$ 24,240.00	\$ 2,467.89	\$17,797.49	73.42%
POSTAGE	\$ 30,300.00	\$ 4,000.00	\$28,868.58	95.28%
ADVERTISING	\$ 1,000.00		\$312.00	31.20%
CLOTHING/UNIFORMS	\$ 6,700.00	\$ 835.20	\$6,094.51	90.96%
MAINTENANCE/SERVICE	\$ 78,470.00	\$ 545.85	\$45,580.80	58.09%
LEASE	\$ 16,509.00	\$ 2,759.98	\$14,122.45	85.54%
CONFERENCE & MEMBERSHIP	\$ 34,950.00	\$ 2,246.00	\$30,846.12	88.26%
TAXES	\$ 605,783.00		\$515,795.44	85.15%
PROFESSIONAL SERVICES	\$ 289,220.00	\$ 81,601.77	\$405,682.02	140.27%
LIENS	\$ 4,300.00	\$ 350.00	\$4,035.00	93.84%
MISCELLANEOUS	\$ 6,570.00	\$ 1,177.33	\$7,704.69	117.27%
CONTRACTOR SERVICES	\$ 621,600.00	\$ 23,791.64	\$393,656.94	63.33%
DEBT SERVICES	\$ 133,250.00	\$ 6,727.08	\$133,599.96	100.26%
SEWER USE FEE	\$ 10,800.00		\$10,800.00	100.00%
NEW BRITAIN AGREEMENT	\$ 392,000.00	\$ 41,134.52	\$251,263.55	64.10%
TOTAL OPERATING SERVICES	\$ 2,830,250.00	\$205,783.42	\$2,442,902.64	86.31%
SUPPLIES AND MATERIALS				
MOTOR FUELS	\$ 62,857.00	\$ 5,784.01	\$71,147.86	113.19%
OFFICE SUPPLIES	\$ 33,285.00	\$ 4,427.88	\$37,492.44	112.64%
MAINTENANCE SUP & MATERIALS	\$ 484,000.00	\$ 82,295.90	\$633,286.47	130.84%
MV PARTS & SUPPLIES	\$ 15,150.00	\$ 1,287.03	\$13,363.28	88.21%
MV SERVICE & REPAIRS	\$ 44,000.00	\$ 6,392.85	\$55,784.21	126.78%
FUEL OIL	\$ 44,963.00	\$ 221.72	\$32,913.23	73.20%
CHEMICAL TREATMENT	\$ 284,200.00	\$ 26,761.64	\$363,838.36	128.02%
INSURANCE	\$ 273,703.00		\$253,239.92	92.52%
TOTAL SUPPLIES & MATERAILS	\$ 1,242,158.00	\$127,171.03	\$1,461,065.77	117.62%
CAPITAL OUTLAY				
CAPITAL EQUIPMENT	\$ 300,000.00		\$10,427.70	3.48%
CAPITAL OUTLAY	\$ 1,734,750.00	\$ 42,586.08	\$168,579.06	9.72%
MISC. UTILITY ASSETS	\$ 526,264.00		\$211,566.36	40.20%
CAPITAL OUTLAY TOTAL	\$ 2,561,014.00	\$42,586.08	\$390,573.12	15.25%
GRAND TOTAL	\$ 11,238,899.70	\$784,929.27	\$8,742,233.16	77.79%

CITY OF BRISTOL WATER DEPARTMENT			
CAPITAL OUTLAY BUDGET YEAR 2024-25			
	BUDGET REQUEST	EXPENDED JUNE	EXPENDED TO-
	2024-2025	2025	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		\$52,676.90
Transmitters 500 @140.00	\$70,000.00		\$89,600.00
1 1/2" T-10 METER (10)	\$7,754.00		\$6,572.32
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	\$152,024.66

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	\$182,406.66

CITY OF BRISTOL WATER DEPARTMENT			
CAPITAL OUTLAY BUDGET YEAR 2024-25			
	BUDGET REQUEST	EXPENDED JUNE	EXPENDED TO-
	2024-25	2025	DATE
<u>CAPITAL IMPROVEMENTS</u>			
WATER MAIN REPLACEMENTS	\$200,000.00		\$0.00
HYDRANT REPLACEMENTS	\$125,000.00	\$42,586.08	\$124,759.56
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	\$42,586.08	\$155,084.56
TOTAL CAPITAL OUTLAY	\$2,561,014.00	\$42,586.08	\$337,491.22
SCADA IN PROGRESS	\$699,950.00	241,954.95	2,818,145.86
CARRY OVER FROM 2023-2024			
OFFICE CAMERAS		4,258.55	4,258.55
			0.00
			0.00
			0.00
			0.00

2025 SHUT-OFFS BREAKDOWN Still off to date for non-pay: (38)

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 03	359	63	48	12	6
MAY 01	358	46	33	8	5
JUNE 2024	338	89	69	19	7
JUNE 02	354	53	40	7	3
JULY 03	413				
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	758	\$141,170.75
EFT (Check)	223	\$49,795.75
Online Bank Direct	181	\$26,404.13
PayPal	71	\$12,145.67
PayPal Credit	5	\$1,186.79
Venmo	12	\$1,591.21
Total	1250	\$232,294.30

Monthly Invoice Summary

Invoice Count
No records to display.

Paperless Statistics

Invoice Type	Paperless
Water	6998
AutoPay	3894

Auto-Pay Statistics

Invoice Type
Water

Customer Registration Statistics

Customer Count	Registered Count	Registered %
22362	11047	49.40
	5002	76.13

Pay By Text Registration Statistics

Customer Count	Registered Count	Registered %
	3808	76.13

