

Bristol Water & Sewer Department

Board of Water Commissioners

Regular Meeting Agenda - (Amended 5/15/20)

Tuesday, May 19, 2020 @ 6:30 p.m.

Webex Meeting

<https://bristolct.my.webex.com/bristolct.my/j.php?MTID=m30bf8f4b0761b2d1098bc55fe1ff5150>

Login: Meeting number (access code): 798 037 607

Password: Water2020@

Call in: 408-418-9388

1. Call to Order
2. Pledge of Allegiance
3. Moment of Silence
4. Approval of the minutes of the April 21, 2020 Regular Board Meeting
5. Approval of the Department Reports for the Month of April 2020.
6. Public Participation
7. Customer Complaints:
8. Committee Reports:
 - A) Cell Tower Committee
 - B) Level A Mapping
9. Investments
10. Water & Sewer Merger
11. Activity Report - Weston & Sampson Engineering
12. Chairwoman's Report
13. Superintendent's Report
14. Old Business
15. New Business
16. Adjournment

BRISTOL WATER DEPARTMENT
APRIL 2020

WATER BILLING

| | |
|---|---------------------|
| Water Bills rendered April 2020 | <u>\$642,426.77</u> |
| Water Bills remaining unpaid as of April 2020 | <u>\$350,479.73</u> |

PRECIPITATION

| | | | | | |
|---------------|----------------|--------|----------------|-----------------------|---------------|
| For the Month | <u>5.75 "</u> | Normal | <u>3.70 "</u> | Departure from Normal | <u>2.05 "</u> |
| For the Year | <u>16.91 "</u> | Normal | <u>13.40 "</u> | Departure from Normal | <u>3.51 "</u> |

RESERVOIR CAPACITY

| | | | |
|---------------------------------------|----------------------|---------|---------------|
| Total Available Capacity - April 2020 | <u>1,260,300,000</u> | Gallons | <u>99.09%</u> |
|---------------------------------------|----------------------|---------|---------------|

PRODUCTION

| | | |
|---------------------------------|--------------------|---------|
| Monthly Production - April 2020 | <u>134,360,280</u> | Gallons |
| Monthly Production - April 2019 | <u>144,926,580</u> | Gallons |

| | |
|--|--------------|
| CASH STATEMENT | |
| BALANCE: APR 1, 2020 | 1,746,149.54 |
| REVENUE: | |
| ACCOUNTS RECEIVABLE | 579,172.22 |
| SERVICE ACCOUNTS | 4,101.24 |
| FINES | 3,000.00 |
| SEWER ACCOUNTS | 528,764.77 |
| LIENS | 450.48 |
| PENALTIES | 2,072.66 |
| REMOVE METER | |
| CLOSING COSTS | 4,050.00 |
| REINSTATE FEES | |
| ASSESSMENTS | 300.00 |
| ADMIN FEE/LIENS (WPC) | 14,270.00 |
| LAND LEASE | 2,341.21 |
| CELL TOWER LEASE | 8,348.12 |
| SCRAP METAL SALES | |
| TIMBER SALES | |
| TRANSFER FROM GROVE/WOLCOTT | |
| TOTAL REVENUE: | 1,146,870.70 |
| TOTAL REVENUE SUPER NOW CHECKING ACCOUNT | 1,146,870.70 |
| DISBURSEMENTS (VOUCHERS): | 591,671.10 |
| TRANSFERS: | |
| SEWER TRANSFER (CASH OUT) | 550,238.36 |
| TRANSFER TO PROCUREMENT ACCOUNT | 2,000.00 |
| TRANSFER TO GOALS ENABLING | |
| <u>ACCOUNT BALANCES:</u> | |
| SUPER NOW CHECKING ACCOUNT | |
| BALANCE: APR 30 , 2020 | 1,749,110.78 |
| GOALS ENABLING FUND | |
| BALANCE: APR 30 , 2020 | 5,362,760.83 |
| GROVE/OLD WOLCOTT TANKS | |
| BALANCE: APR 30, 2020 | 295,201.38 |
| CONSTRUCTION ACCOUNT | |
| BALANCE: APR 1, 2020 | 59,203.91 |
| DEPOSIT | 6,187.00 |
| DISBURSEMENTS | - |
| BALANCE: APR 30, 2020 | 65,390.91 |
| PAYROLL CASH ACCOUNT | |
| BALANCE: APR 1, 2020 | 123,994.41 |
| DEPOSIT | 263,946.67 |
| DISBURSEMENTS | (246,413.11) |
| BALANCE: APR 30, 2020 | 141,527.97 |

| 2019 2020 BRISTOL WATER DEPARTMENT BUDGET | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|--------------------|-----------------|------------------|-----------------|-------------------|------------|-------------------|------|------------------|------|-------------------|------|----------------|------|----------------|------|------------------|------|-----------|------|
| CLASSIFICATION | APPROVED BUDGET | | EXPENDED JULY | | EXPENDED AUGUST | | EXPENDED SEPTEMBER | | EXPENDED OCTOBER | | EXPENDED NOVEMBER | | EXPENDED DECEMBER | | EXPENDED JANUARY | | EXPENDED FEBRUARY | | EXPENDED MARCH | | EXPENDED APRIL | | EXPENDED TO DATE | | % TO DATE | |
| | 2019 | 2020 | 2019 | 2020 | 2019 | 2020 | 2019 | 2020 | 2019 | 2020 | 2019 | 2020 | 2019 | 2020 | 2019 | 2020 | 2019 | 2020 | 2019 | 2020 | 2019 | 2020 | 2019 | 2020 | 2019 | 2020 |
| SALARIES | \$ 2,663,771.00 | \$ 1,599,599.50 | \$ 192,565.69 | \$ 161,923.80 | \$ 269,116.82 | \$ 181,646.95 | \$ 289,393.53 | \$ 223,319.26 | \$ 195,094.60 | \$ 243,575.55 | \$ 2,132,745.04 | \$ 83.18% | | | | | | | | | | | | | | |
| FRINGE BENEFITS | \$ 1,447,394.00 | \$ 1,075,711.70 | \$ 110,343.23 | \$ 108,839.86 | \$ 109,202.78 | \$ 112,759.80 | \$ 115,436.75 | \$ 111,839.61 | \$ 108,218.82 | \$ 106,831.58 | \$ 1,118,056.90 | \$ 77.11% | | | | | | | | | | | | | | |
| OPERATING SERVICES | \$ 2,664,806.00 | \$ 584,132.72 | \$ 216,077.03 | \$ 129,326.37 | \$ 259,281.80 | \$ 115,345.48 | \$ 60,786.21 | \$ 199,403.56 | \$ 178,975.91 | \$ 113,667.73 | \$ 1,953,216.28 | \$ 73.67% | | | | | | | | | | | | | | |
| MATERIALS & SUPPLIES | \$ 859,306.00 | \$ 632.10 | \$ 89,036.03 | \$ 130,823.66 | \$ 79,096.30 | \$ 69,096.45 | \$ 68,741.35 | \$ 71,536.56 | \$ 53,345.36 | \$ 106,544.64 | \$ 732,764.41 | \$ 86.27% | | | | | | | | | | | | | | |
| CAPITAL OUTLAY | \$ 1,216,124.00 | \$ 0.00 | \$ 113,702.91 | \$ 11,060.00 | \$ 36,021.40 | \$ 0.00 | \$ 12,240.00 | \$ 1,700.00 | \$ 32,777.10 | \$ 1,700.00 | \$ 270,264.69 | \$ 22.24% | | | | | | | | | | | | | | |
| GRAND TOTAL | \$ 6,740,403.00 | \$ 3,651,835.42 | \$ 721,724.89 | \$ 641,973.69 | \$ 751,731.90 | \$ 496,848.66 | \$ 626,906.84 | \$ 479,668.26 | \$ 688,412.79 | \$ 572,319.60 | \$ 6,206,046.32 | \$ 70.99% | | | | | | | | | | | | | | |
| OPERATING SERVICES | \$ 400,719.00 | \$ 27,737.84 | \$ 34,714.77 | \$ 47,624.28 | \$ 33,287.15 | \$ 27,459.40 | \$ 23,831.57 | \$ 37,923.93 | \$ 48,291.22 | \$ 34,680.70 | \$ 346,801.70 | \$ 86.54% | | | | | | | | | | | | | | |
| LIGHT & POWER | \$ 17,600.00 | \$ 1,163.90 | \$ 1,209.82 | \$ 1,139.37 | \$ 1,144.25 | \$ 1,144.25 | \$ 1,144.25 | \$ 1,144.25 | \$ 1,144.25 | \$ 1,144.25 | \$ 11,590.61 | \$ 65.89% | | | | | | | | | | | | | | |
| TELEPHONE | \$ 49,041.00 | \$ 733.50 | \$ 2,784.44 | \$ 2,868.00 | \$ 1,335.91 | \$ 1,335.91 | \$ 1,335.91 | \$ 1,335.91 | \$ 1,335.91 | \$ 1,335.91 | \$ 38,803.94 | \$ 79.13% | | | | | | | | | | | | | | |
| POSTAGE | \$ 16,360.00 | \$ 314.96 | \$ 3,726.11 | \$ 8,415.21 | \$ 9,837.22 | \$ 3,591.01 | \$ 2,456.63 | \$ 678.00 | \$ 3,902.81 | \$ 1,044.89 | \$ 286.00 | \$ 1.78% | | | | | | | | | | | | | | |
| ADVERTISING | \$ 40,366.00 | \$ 70.16 | \$ 1,273.20 | \$ 1,346.61 | \$ 219.00 | \$ 219.00 | \$ 219.00 | \$ 219.00 | \$ 219.00 | \$ 219.00 | \$ 7,929.59 | \$ 19.59% | | | | | | | | | | | | | | |
| LEASE | \$ 27,030.00 | \$ 287,034.07 | \$ 683,417.00 | \$ 3,398.41 | \$ 3,398.41 | \$ 3,398.41 | \$ 3,398.41 | \$ 3,398.41 | \$ 3,398.41 | \$ 3,398.41 | \$ 287,034.07 | \$ 49.20% | | | | | | | | | | | | | | |
| CONFERENCE & MEMBERSHIP | \$ 240,300.00 | \$ 75.00 | \$ 3,788.63 | \$ 3,788.63 | \$ 22,168.72 | \$ 12,431.09 | \$ 3,592.04 | \$ 20,420.81 | \$ 35,287.62 | \$ 12,303.88 | \$ 201,238.14 | \$ 83.94% | | | | | | | | | | | | | | |
| PROFESSIONAL SERVICES | \$ 6,300.00 | \$ 6,300.00 | \$ 145.00 | \$ 145.00 | \$ 85.00 | \$ 85.00 | \$ 85.00 | \$ 85.00 | \$ 85.00 | \$ 85.00 | \$ 670.00 | \$ 10.63% | | | | | | | | | | | | | | |
| LIENS | \$ 5,570.00 | \$ 472.45 | \$ 262.15 | \$ 114.01 | \$ 114.01 | \$ 114.01 | \$ 114.01 | \$ 114.01 | \$ 114.01 | \$ 114.01 | \$ 2,459.68 | \$ 37.44% | | | | | | | | | | | | | | |
| MISCELLANEOUS | \$ 686,180.00 | \$ 404,726.00 | \$ 262,575.73 | \$ 4,235.73 | \$ 4,235.73 | \$ 4,235.73 | \$ 4,235.73 | \$ 4,235.73 | \$ 4,235.73 | \$ 4,235.73 | \$ 403,686.18 | \$ 71.43% | | | | | | | | | | | | | | |
| CONTRACTOR SERVICES | \$ 10,800.00 | \$ 30,185.35 | \$ 48,189.64 | \$ 29,290.31 | \$ 2,700.00 | \$ 1,340.00 | \$ 26,917.02 | \$ 26,917.02 | \$ 30,508.30 | \$ 2,700.00 | \$ 86,100.00 | \$ 76.00% | | | | | | | | | | | | | | |
| DEBT SERVICES | \$ 275,000.00 | \$ 2,664,806.00 | \$ 684,132.72 | \$ 129,326.37 | \$ 269,291.80 | \$ 116,346.48 | \$ 80,786.21 | \$ 96,200.48 | \$ 179,976.91 | \$ 113,667.73 | \$ 1,953,216.28 | \$ 73.57% | | | | | | | | | | | | | | |
| SEWER USE FEE | \$ 10,800.00 | \$ 30,185.35 | \$ 48,189.64 | \$ 29,290.31 | \$ 2,700.00 | \$ 1,340.00 | \$ 26,917.02 | \$ 26,917.02 | \$ 30,508.30 | \$ 2,700.00 | \$ 86,100.00 | \$ 76.00% | | | | | | | | | | | | | | |
| NEW BRITAIN AGREEMENT | \$ 275,000.00 | \$ 2,664,806.00 | \$ 684,132.72 | \$ 129,326.37 | \$ 269,291.80 | \$ 116,346.48 | \$ 80,786.21 | \$ 96,200.48 | \$ 179,976.91 | \$ 113,667.73 | \$ 1,953,216.28 | \$ 73.57% | | | | | | | | | | | | | | |
| TOTAL OPERATING SERVICES | \$ 43,871.00 | \$ 2,572.30 | \$ 32,223.93 | \$ 32,223.93 | \$ 4,482.44 | \$ 4,087.73 | \$ 1,277.86 | \$ 3,592.04 | \$ 2,168.72 | \$ 12,431.09 | \$ 3,592.04 | \$ 8.13% | | | | | | | | | | | | | | |
| SUPPLIES AND MATERIALS | \$ 27,240.00 | \$ 27,240.00 | \$ 6,647.83 | \$ 6,647.83 | \$ 2,013.49 | \$ 2,013.49 | \$ 2,013.49 | \$ 2,013.49 | \$ 2,013.49 | \$ 2,013.49 | \$ 6,647.83 | \$ 24.43% | | | | | | | | | | | | | | |
| MOTOR FUELS | \$ 348,000.00 | \$ 16,160.00 | \$ 35,914.69 | \$ 51,163.50 | \$ 46,612.61 | \$ 44,993.29 | \$ 47,187.79 | \$ 27,586.57 | \$ 27,586.57 | \$ 27,586.57 | \$ 349,634.47 | \$ 101.05% | | | | | | | | | | | | | | |
| OFFICE SUPPLIES | \$ 16,160.00 | \$ 35,914.69 | \$ 51,163.50 | \$ 46,612.61 | \$ 47,187.79 | \$ 44,993.29 | \$ 47,187.79 | \$ 27,586.57 | \$ 27,586.57 | \$ 27,586.57 | \$ 349,634.47 | \$ 101.05% | | | | | | | | | | | | | | |
| MAINTENANCE SUP & MATERIALS | \$ 35,000.00 | \$ 37,406.00 | \$ 907.04 | \$ 758.97 | \$ 1,277.74 | \$ 18,905.07 | \$ 1,004.52 | \$ 17,830.00 | \$ 1,532.51 | \$ 655.13 | \$ 10,029.72 | \$ 66.20% | | | | | | | | | | | | | | |
| MV PARTS & SUPPLIES | \$ 37,406.00 | \$ 186,163.00 | \$ 432.28 | \$ 1,584.78 | \$ 1,878.09 | \$ 1,584.78 | \$ 1,878.09 | \$ 1,584.78 | \$ 1,878.09 | \$ 1,584.78 | \$ 32,598.25 | \$ 78.13% | | | | | | | | | | | | | | |
| MV SERVICES & REPAIRS | \$ 186,163.00 | \$ 184,476.00 | \$ 23,746.94 | \$ 16,713.16 | \$ 23,832.41 | \$ 18,242.81 | \$ 13,393.72 | \$ 14,065.06 | \$ 16,234.70 | \$ 21,175.07 | \$ 157,391.97 | \$ 80.64% | | | | | | | | | | | | | | |
| HEATING FUEL | \$ 184,476.00 | \$ 184,476.00 | \$ 20,000.00 | \$ 47,996.33 | \$ 79,099.30 | \$ 98,098.45 | \$ 68,741.35 | \$ 46,808.94 | \$ 63,346.36 | \$ 106,544.64 | \$ 732,764.41 | \$ 85.27% | | | | | | | | | | | | | | |
| CHEMICAL TREATMENT | \$ 184,476.00 | \$ 184,476.00 | \$ 20,000.00 | \$ 47,996.33 | \$ 79,099.30 | \$ 98,098.45 | \$ 68,741.35 | \$ 46,808.94 | \$ 63,346.36 | \$ 106,544.64 | \$ 732,764.41 | \$ 85.27% | | | | | | | | | | | | | | |
| MISCELLANEOUS | \$ 184,476.00 | \$ 184,476.00 | \$ 20,000.00 | \$ 47,996.33 | \$ 79,099.30 | \$ 98,098.45 | \$ 68,741.35 | \$ 46,808.94 | \$ 63,346.36 | \$ 106,544.64 | \$ 732,764.41 | \$ 85.27% | | | | | | | | | | | | | | |
| INSURANCE | \$ 184,476.00 | \$ 184,476.00 | \$ 20,000.00 | \$ 47,996.33 | \$ 79,099.30 | \$ 98,098.45 | \$ 68,741.35 | \$ 46,808.94 | \$ 63,346.36 | \$ 106,544.64 | \$ 732,764.41 | \$ 85.27% | | | | | | | | | | | | | | |
| TOTAL SUPPLIES & MATERIALS | \$ 197,000.00 | \$ 546,000.00 | \$ 103,803.91 | \$ 103,803.91 | \$ 36,021.40 | \$ 36,021.40 | \$ 36,021.40 | \$ 36,021.40 | \$ 36,021.40 | \$ 36,021.40 | \$ 36,021.40 | \$ 18.27% | | | | | | | | | | | | | | |
| CAPITAL EQUIPMENT | \$ 546,000.00 | \$ 546,000.00 | \$ 546,000.00 | \$ 546,000.00 | \$ 546,000.00 | \$ 546,000.00 | \$ 546,000.00 | \$ 546,000.00 | \$ 546,000.00 | \$ 546,000.00 | \$ 546,000.00 | \$ 100.00% | | | | | | | | | | | | | | |
| CAPITAL OUTLAY | \$ 453,124.00 | \$ 453,124.00 | \$ 453,124.00 | \$ 453,124.00 | \$ 453,124.00 | \$ 453,124.00 | \$ 453,124.00 | \$ 453,124.00 | \$ 453,124.00 | \$ 453,124.00 | \$ 453,124.00 | \$ 100.00% | | | | | | | | | | | | | | |
| MISC. UTILITY ASSETS | \$ 1,216,124.00 | \$ 1,216,124.00 | \$ 1,216,124.00 | \$ 1,216,124.00 | \$ 1,216,124.00 | \$ 1,216,124.00 | \$ 1,216,124.00 | \$ 1,216,124.00 | \$ 1,216,124.00 | \$ 1,216,124.00 | \$ 1,216,124.00 | \$ 100.00% | | | | | | | | | | | | | | |
| CAPITAL OUTLAY TOTAL | \$ 6,740,403.00 | \$ 3,651,835.42 | \$ 721,724.89 | \$ 641,973.69 | \$ 751,731.90 | \$ 496,848.66 | \$ 626,906.84 | \$ 479,668.26 | \$ 688,412.79 | \$ 572,319.60 | \$ 6,206,046.32 | \$ 70.99% | | | | | | | | | | | | | | |
| GRAND TOTAL | \$ 6,740,403.00 | \$ 3,651,835.42 | \$ 721,724.89 | \$ 641,973.69 | \$ 751,731.90 | \$ 496,848.66 | \$ 626,906.84 | \$ 479,668.26 | \$ 688,412.79 | \$ 572,319.60 | \$ 6,206,046.32 | \$ 70.99% | | | | | | | | | | | | | | |

| CITY OF BRISTOL WATER DEPARTMENT CAPITAL OUTLAY BUDGET YEAR 2019-20 | | | | | | | | | | | | |
|--|---------------------------|-----------------------|----------------------|-----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| | BUDGET REQUEST 2019-20 | EXPENDED JULY 2019 | EXPENDED AUG 2019 | EXPENDED SEPT 2019 | EXPENDED OCT 2019 | EXPENDED NOV 2019 | EXPENDED DEC 2019 | EXPENDED JAN 2020 | EXPENDED FEB 2020 | EXPENDED MAR 2020 | EXPENDED APR 2020 | EXPENDED TO- DATE |
| CAPITAL EQUIPMENT | | | | | | | | | | | | |
| 2018 CHEVY 2500 BACKHOE | \$54,000.00 | | \$103,803.91 | | | | | | | | | \$0.00 |
| REPLACE TRUCK 2 | \$108,000.00 | | | \$36,021.40 | | | | | | | | \$103,803.91 |
| | \$35,000.00 | | | | | | | | | | | \$36,021.40 |
| | \$197,000.00 | | \$103,803.91 | \$0.00 | \$36,021.40 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$139,825.31 |
| UTILITY ASSETS | | | | | | | | | | | | |
| DISTRIBUTION SECTION | | | | | | | | | | | | |
| (1) Chop Saw | \$900.00 | | | | | | | | | | | \$0.00 |
| (1) Road Saw | \$2,050.00 | | | | | | | \$3,028.28 | | | | \$3,028.28 |
| (1) Pin Locator | \$600.00 | | | | | | | | | | | \$0.00 |
| (1) 2" Pump | \$500.00 | | | | | | | | | | | \$0.00 |
| (1) Aqua Scope Leak Machine | \$2,800.00 | | | | | | | | | | | \$0.00 |
| (1) Manhole Blower | \$700.00 | | | | | | | | | | | \$0.00 |
| Insertion Valves | \$25,000.00 | | | | | | | | | | | \$0.00 |
| Regulator Repairs | \$25,000.00 | | | | | | | | | | | \$0.00 |
| Automatic Flushing Station | \$4,500.00 | | | | | | | | | | | \$0.00 |
| Digital Leak Detector | | | | | | | | | | \$5,363.10 | | \$5,363.10 |
| TOTAL UTILITY ASSETS DISTRIBUTION SECTION | \$82,350.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$3,028.28 | \$0.00 | \$0.00 | \$0.00 | \$8,391.38 |
| METER SHOP SECTION | | | | | | | | | | | | |
| 5/8" Meters 650 @ 110.60 | \$71,860.00 | | | \$11,060.00 | | | | | | | | \$11,060.00 |
| Transmitters 200 @ 98.55 | \$19,710.00 | | | | | | \$12,240.00 | | | | | \$12,240.00 |
| 1 1/2" T-10 METER (5) | \$2,829.00 | | | | | | | | | | | \$0.00 |
| 1" T-10 METER (10) | \$2,650.00 | | | | | | | | | | | \$0.00 |
| 2" T-10 METER (5) | \$3,195.00 | | | | | | | | | | | \$0.00 |
| 3/4" T-10 METER (20) | \$3,600.00 | | | | | | | | | | | \$0.00 |
| 6" DETECTOR CHECK (2) | \$7,000.00 | | | | | | | | | | | \$0.00 |
| TOTAL UTILITY ASSETS METER SHOP SECTION | \$110,874.00 | \$0.00 | \$0.00 | \$11,060.00 | \$0.00 | \$0.00 | \$12,240.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$23,300.00 |



Current Monthly Summary

Current Month Payment Summary

| Payment Type | Number Of Transactions | Total Paid |
|--------------------|------------------------|---------------------|
| Credit/Debit Card | 677 | \$148,540.28 |
| EFT (Check) | 349 | \$52,784.60 |
| Online Bank Direct | 392 | \$54,055.83 |
| Total | 1618 | \$255,380.71 |

Paperless Statistics

| Invoice Type | Paperless |
|--------------|-----------|
| Water | 3861 |

Monthly Invoice Summary

| Invoice Count |
|---------------|
| 6322 |

Auto-Pay Statistics

| Invoice Type | AutoPay |
|--------------|---------|
| Water | 1247 |

Customer Registration Statistics

| Customer Count | Registered Count | Registered % |
|----------------|------------------|--------------|
| 20181 | 7776 | 38.53 |

Pay By Text Registration Statistics

| Customer Count | Registered Count | Registered % |
|----------------|------------------|--------------|
| 2124 | 1521 | 71.61 |

WESTON & SAMPSON ACTIVITY REPORT
CITY OF BRISTOL WATER DEPARTMENT
For the meeting on May 19, 2020**On-Call Engineering Services (2070524):**

1. Weston & Sampson is currently working on the following tasks:
 - a. PFAS: Providing assisting to the BWD regarding PFAS (or per- and polyfluoroalkyl substances).
 - b. CTDEEP General Permits: All Permit application have been submitted to DEEP:
 - i. Miscellaneous Discharges of Sewer Compatible (MISC) Wastewater for the discharge from the WFP to the sanitary sewer.
 1. Responded to DEEP comments. Received draft approval letter for the permit.
 - c. GIS: Anticipate locating / surveying unburied valve box covers. Awaiting direction from BWD.
 - d. *Water Supply Plan Update*: No activity this period. Awaiting letter from DPH.
 - e. *Groundwater Under the Direct Influence of a Surface Water (Mix Street Well #3)*:
 - i. The BWD staff has completed the data collection process. This GWUDI study has involved sample collection for a one-year period which is now complete. Report has been prepared and submitted to BWD in April. Report has been submitted the state for approval.
 - f. Mix Street and Mechanic Street infrastructure improvements (2190087):
 - i. Construction of water main along access road to Mix Street chemical feed building is complete. Obtained Project Closure documentation from DPH. Developed draft design drawings for water main installation at Mechanic Street to support DPH application related to achieving 4-log virus inactivation.
 - g. CTDEEP Water Diversion and Streamflow Reporting Requirements (2191193):
 - i. Assisted the BWD with the new CTDEEP requirement related to the collection of daily operation data (diversion / duration) for all thirteen (13) registered diversions, beginning January 1, 2020. Confirmed with DEEP that Reservoirs 2, 5 and 5 are exempt from daily monitoring. Final memo has been submitted in March 2020.
 - ii. Prepared Initial Reporting Form for each dam and submitted same to BWD for signature/submission to DEEP. Awaiting confirmation from DEEP
 - h. Modifications to Gaseous Chlorine system at Mechanic St and Mix Street Wellfield
 - i. Provided three (3) alternative layouts for sodium hypochlorite storage tanks, eye wash/shower station, and storage of carboys. Sized diaphragm and peristaltic pumps to inject hypochlorite.
 - ii. Provided schematic for ¼ inch slip line to convey analyzer water while keeping 1-in. copper line in service for emergency sink flows with waste storage to tight tank.
 - iii. Calculated analyzer waste storage quantity using lower (1 gpm) flow rates to collect during overnight rest periods and recycle back to headworks when wells turn on. Final plans forthcoming.