



**BRISTOL WATER & SEWER DEPARTMENT
BOARD OF WATER COMMISSIONERS**

Regular Meeting Agenda
Tuesday, June 15, 2021 6:30 PM
ZOOM Meeting

WEBSITE: www.zoom.us/join

MEETING ID#: 845 169 6140

PASSWORD: WaterSewer

CALL IN: 1 (929) 205-6099

1. Call to Order
2. Pledge of Allegiance
3. Moment of Silence
4. Approval of the minutes of the May 18, 2021 Regular Board Meeting
5. Approval of the Department Reports for the Month of May 2021
6. Public Participation
7. Customer Complaints
 - (A) 802 Redstone Hill Road – Lenny Landeen
 - (B) 213 Belridge Road – Christopher French
8. Committee Reports:
 - A) Cell Tower Committee
9. Dam Inspections
10. Investments
11. Activity Report – Weston & Sampson Engineering
12. Chairman's Report
13. Superintendent's Report
14. Old Business
15. New Business
16. Adjournment

Next Meeting: Tuesday, July 20, 2021 at 6:30 pm

BRISTOL WATER DEPARTMENT
MAY 2021

WATER BILLING

Water Bills rendered May 2021	<u>\$567,482.67</u>
Water Bills remaining unpaid as of May 2021	<u>\$332,057.28</u>

PRECIPITATION

For the Month	<u>5.94</u>	Normal	<u>3.98 "</u>	Departure from Normal	<u>1.96 "</u>
For the Year	<u>16.34 "</u>	Normal	<u>17.72 "</u>	Departure from Normal	<u>-1.38 "</u>

RESERVOIR CAPACITY

Total Available Capacity - May 2021	<u>1,253,810,000</u>	Gallons	<u>98%</u>
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PRODUCTION

Monthly Production - May 2021	<u>174,664,560</u>	Gallons
Monthly Production - May 2020	<u>181,257,140</u>	Gallons

CASH STATEMENT	
BALANCE: MAY 1, 2021	3,062,610.21
REVENUE:	
ACCOUNTS RECEIVABLE	599,000.45
SERVICE ACCOUNTS	(3,615.33)
FINES	
SEWER ACCOUNTS	566,064.63
LIENS	1,050.00
PENALTIES	2,573.87
REMOVE METER	50.00
CLOSING COSTS	5,100.00
REINSTATE FEES	1,625.00
ASSESSMENTS	500.00
ADMIN FEE/LIENS (WPC)	
LAND LEASE	2,364.62
CELL TOWER LEASE	8,598.56
SCRAP METAL SALES	
TIMBER SALES	
TRANSFER FROM GROVE/WOLCOTT	
REIMBURSEMENT FOR DOT PROJECT	16,545.43
TOTAL REVENUE:	1,199,857.23
TOTAL REVENUE SUPER NOW CHECKING ACCOUNT	1,199,857.23
DISBURSEMENTS (VOUCHERS):	453,970.36
TRANSFERS:	
SEWER TRANSFER (CASH OUT)	571,879.06
TRANSFER TO PROCUREMENT ACCOUNT	1,000.00
TRANSFER TO GOALS ENABLING	
<u>ACCOUNT BALANCES:</u>	
SUPER NOW CHECKING ACCOUNT	
BALANCE: MAY 31, 2021	3,235,618.02
GOALS ENABLING FUND	
BALANCE: MAY 31, 2021	5,370,590.13
GROVE/OLD WOLCOTT TANKS	
BALANCE: MAY 31, 2021	2,509.15
CONSTRUCTION ACCOUNT	
BALANCE: MAY 1, 2021	80,699.46
DEPOSIT	6,832.00
DISBURSEMENTS	(33,558.00)
BALANCE: MAY 31, 2021	53,973.46
PAYROLL CASH ACCOUNT	
BALANCE: MAY 1, 2021	152,594.47
DEPOSIT	200,661.55
DISBURSEMENTS	(200,637.72)
BALANCE: MAY 31, 2021	152,618.30

2020 2021 BRISTOL WATER DEPARTMENT BUDGET

Table with 13 columns: CLASSIFICATION, APPROVED BUDGET 2020 2021, EXPENDED JULY 2020 2021, EXPENDED AUGUST 2020 2021, EXPENDED SEPTEMBER 2020 2021, EXPENDED OCTOBER 2020 2021, EXPENDED NOVEMBER 2020 2021, EXPENDED DECEMBER 2020 2021, EXPENDED JANUARY 2020 2021, EXPENDED FEBRUARY 2020 2021, EXPENDED MARCH 2020 2021, EXPENDED APRIL 2020 2021, EXPENDED MAY 2020 2021, EXPENDED TO DATE 2020 2021, % TO DATE 2020 2021. Rows include SALARIES, PRINGE BENEFITS, OPERATING SERVICES, MATERIALS & SUPPLIES, CAPITAL OUTLAY, GRAND TOTAL, OPERATING SERVICES, LIGHT & POWER, TELEPHONE, POSTAGE, ADVERTISING, MAINTENANCE/SERVICE, LEASE, CONFERENCE & MEMBERSHIP, TAXES, PROFESSIONAL SERVICES, LIENS, MISCELLANEOUS, CONTRACTOR SERVICES, DEBT SERVICES, SEWER USE FEE, NEW BRITAIN AGREEMENT, TOTAL OPERATING SERVICES, SUPPLIES AND MATERIALS, MOTOR FUELS, OFFICE SUPPLIES, MAINTENANCE SUP & MATERIALS, MV PARTS & SUPPLIES, MV SERVICE & REPAIRS, FUEL OIL, CHEMICAL TREATMENT, INSURANCE, TOTAL SUPPLIES & MATERIALS, CAPITAL OUTLAY, CAPITAL EQUIPMENT, CAPITAL OUTLAY, MISC. UTILITY ASSETS, CAPITAL OUTLAY TOTAL, GRAND TOTAL.

CITY OF BRISTOL WATER DEPARTMENT CAPITAL OUTLAY BUDGET YEAR 2020-21		BUDGET REQUEST 2020-21	EXPENDED JULY 2020	EXPENDED AUG 2020	EXPENDED SEPT 2020	EXPENDED OCT 2020	EXPENDED NOV 2020	EXPENDED DEC 2020	EXPENDED JAN 2021	EXPENDED FEB 2021	EXPENDED MAR 2021	EXPENDED APR 2021	EXPENDED MAY 2021	EXPENDED TO- DATE
CAPITAL EQUIPMENT														
FORD F-250 TRUCK & PLOW 2021 CHEVY 2500		\$52,000.00 \$60,000.00					\$47,246.10					\$44,863.60		\$0.00 \$47,246.10 \$44,863.60 \$0.00
TOTAL CAPITAL EQUIPMENT		\$112,000.00		\$0.00	\$0.00	\$0.00	\$47,246.10	\$0.00	\$0.00	\$0.00	\$0.00	\$44,863.60	\$0.00	\$0.00 \$47,246.10 \$44,863.60 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00
UTILITY ASSETS														
DISTRIBUTION SECTION														
(1) Chop Saw (1) Road Saw Signage (1) Aqua Scope Leak Machine Gas Detectors Insertion Valves Regulator Repairs Automatic Flushing Station		\$1,000.00 \$2,500.00 \$2,500.00 \$5,400.00 \$2,700.00 \$28,000.00 \$15,000.00 \$5,000.00			\$979.98									\$979.98 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00
TOTAL UTILITY ASSETS DISTRIBUTION SECTION		\$62,100.00	\$0.00	\$0.00	\$979.98	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$979.98
METER SHOP SECTION														
5/8" Meters 650@110.60 Transmitters 200 @102 1 1/2" T-10 METER (6) 1" T-10 METER (10) 2" T-10 METER (5) 3/4" T-10 METER(20) 6" DETECTOR CHECK (2) GE Handheld Reader(2) Schwabe Model 67-500X (2) 6" Protectitust(2) Hydrant Meter		\$71,890.00 \$20,400.00 \$2,977.00 \$2,805.00 \$5,720.00 \$3,622.00 \$7,000.00 \$19,393.00 \$1,840.00 \$56,000.00 \$0.00		\$1,036.64	\$12,240.00 \$1,016.70	\$550.89							\$5,530.00	\$6,140.48 \$22,990.99 \$1,036.64 \$1,016.70 \$0.00 \$0.00 \$0.00 \$0.00 \$1,640.08 \$31,741.75 \$1,524.75
TOTAL UTILITY ASSETS METER SHOP SECTION		\$168,588.00	\$1,840.08	\$1,036.64	\$14,791.45	\$0.00	\$550.89	\$0.00	\$18,741.75	\$0.00	\$10,810.48	\$13,000.00	\$5,530.00	\$56,291.29
WATER TREATMENT PLANT SECTION														
Rebuild High Service Pump Rebuild Hill St Pump LMI Chemical Feed Pumps (2) Peristaltic Chemical Feed Pump Pallet Truck Lab Equipment PLC & Analyzers Equipment Chemical Feed Tubes Future Design Recorders Snow Blower		\$30,000.00 \$30,000.00 \$19,000.00 \$10,000.00 \$5,100.00 \$10,000.00 \$4,000.00 \$10,500.00			\$8,538.91				\$28,128.00			\$3,969.08		\$28,128.00 \$0.00 \$21,555.53 \$6,558.91 \$5,432.98 \$0.00 \$4,758.35 \$0.00 \$2,549.00

CITY OF BRISTOL WATER DEPARTMENT CAPITAL OUTLAY BUDGET YEAR 2020-21														EXPENDED TO DATE
	BUDGET REQUEST 2020-21	EXPENDED JULY 2020	EXPENDED AUG 2020	EXPENDED SEPT 2020	EXPENDED OCT 2020	EXPENDED NOV 2020	EXPENDED DEC 2020	EXPENDED JAN 2021	EXPENDED FEB 2021	EXPENDED MAR 2021	EXPENDED APR 2021	EXPENDED MAY 2021		
TOTAL UTILITY ASSETS WATER TREATMENT PLANT	\$120,600.00	\$0.00	\$4,788.35	\$0.00	\$6,538.91	\$0.00	\$0.00	\$28,128.00	\$23,029.43	\$2,549.00	\$3,969.08	\$0.00	\$68,873.77	
WATERSHED SECTION														
Boat & Mower	\$6,000.00												\$0.00	
TOTAL UTILITY ASSETS WATERSHED SECTION	\$6,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
OFFICE SECTION														
TOTAL UTILITY ASSETS OFFICE SECTION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
TOTAL UTILITY ASSETS	\$386,288.00	\$1,840.08	\$5,794.99	\$15,761.43	\$6,538.91	\$550.89	\$0.00	\$46,870.75	\$23,029.43	\$13,359.48	\$16,969.08	\$5,530.00	\$138,245.04	
CAPITAL IMPROVEMENTS														
Water Main Replacements	\$250,000.00												\$0.00	
Hydrants	\$85,000.00	\$1,020.00		\$95,792.00									\$96,752.00	
Well Redevelopment	\$30,000.00			\$12,321.60									\$37,046.00	
Engineering For Stream Flow	\$100,000.00										\$24,524.40		\$0.00	
Hill Street Pump Station Redevelopment-Engineering	\$90,000.00												\$0.00	
Remove Underground Fuel Tanks	\$80,000.00						\$48,970.00						\$0.00	
TOTAL CAPITAL IMPROVEMENTS	\$575,000.00	\$1,020.00	\$0.00	\$35,732.00	\$12,321.60	\$0.00	\$48,970.00	\$0.00	\$0.00	\$0.00	\$24,524.40	\$0.00	\$122,758.00	
TOTAL CAPITAL OUTLAY	\$1,653,288.00	\$2,860.08	\$5,794.99	\$61,493.43	\$19,060.51	\$47,786.89	\$48,970.00	\$48,870.75	\$23,029.43	\$13,359.48	\$50,524.40	\$5,530.00	\$391,727.74	
Sand Blasting Filter Plant Tank-Used Grave Tank Bond														
								\$273,234.00						

2021 SHUT-OFFS BREAKDOWN

Still off to date for non-pay: (79)

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	467	342	26	11	6	6
FEBRUARY 01	335	272	36	21	10	5
MARCH 02	325	222	16	12	2	1
APRIL 03	351	249	27	16	4	0
MAY 01	284	234	19	13	4	1
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	573	\$87,338.30
EFT (Check)	216	\$43,173.49
Online Bank Direct	219	\$31,123.13
PayPal	44	\$6,010.18
PayPal Credit	1	\$118.23
Venmo	1	\$100.89
Total	1054	\$167,864.22

Monthly Invoice Summary

Invoice Count
No records to display.

Paperless Statistics

Invoice Type	Paperless
Water	4142

Auto-Pay Statistics

Invoice Type	AutoPay
Water	1595

Customer Registration Statistics

Customer Count	Registered Count	Registered %
20827	8481	40.72

Pay By Text Registration Statistics

Customer Count	Registered Count	Registered
2784	2103	75.54

Renee LaMarre

From: Robert Longo
Sent: Tuesday, June 1, 2021 9:55 AM
To: Roger Rousseau; Renee LaMarre
Cc: Dan Bolduc
Subject: Re: Dam Inspections

Ok. Renee will put it on agenda.
Thanks

On Jun 1, 2021, at 8:10 AM, Roger Rousseau <RogerRousseau@bristolct.gov> wrote:

Good morning, last week Dan Bolduc and I interviewed three firms for the work related to dam inspections:

SLR (Milone MacBroom)
Tectonic
GZA

All firms seem more than capable of doing the work; however, GZA seems to have a stronger rapport with DEEP (the recipient of the reports) and gave more solid answers on DEEP's review and subsequent reaction to inspection reports. They've done a significant amount of work for MDC.

There's not a significant difference in cost for the three firms, with fees for the entirety of the contract as follows:

SLR (Milone MacBroom) -\$44,366.46
Tectonic - \$39,075.00
GZA - 45,600.00

GZA's recommendation (and also that of the other two firms) is to perform the 2021 inspections in September/October, with reports finalized in plenty of time for the December 2021 filing requirement.

Based on the above, both Dan and I recommend the selection of GZA GeoEnvironmental, Inc. for award of contract 2P21-057 Dam Inspection Services at a cost of \$45,600.00. I assume this requires approval by your board at their June meeting; please let me know if there is anything else I can do to help expedite this.

Roger D. Rousseau
Purchasing Agent
City of Bristol CT
Tel (860) 584-6195
Fax (860) 584-6171
<http://www.bristolct.gov/bids>
<image001.png>