



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

Regular Meeting Agenda
Tuesday, July 20, 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 June 15, 2021 Regular Board Meeting
5. Approval of the Department Reports for the Month of June 2021
6. Public Participation
7. Customer Complaints
(A) 57 George Street – Elsie Rolon
8. Committee Reports:
A) Cell Tower Committee
9. Investments
10. Activity Report – Weston & Sampson Engineering
11. Chairman's Report
12. Superintendent's Report
13. Old Business
14. New Business
15. Adjournment

Next Meeting: Tuesday, August 17, 2021 at 6:30 pm

BRISTOL WATER DEPARTMENT

JUNE 2021

WATER BILLING

Water Bills rendered June 2021	<u>\$767,462.05</u>
Water Bills remaining unpaid as of June 2021	<u>\$308,690.05</u>

PRECIPITATION

For the Month	<u>2.09 "</u>	Normal	<u>3.82 "</u>	Departure from Normal	<u>-1.73 "</u>
For the Year	<u>18.43 "</u>	Normal	<u>21.54 "</u>	Departure from Normal	<u>-3.11 "</u>

RESERVOIR CAPACITY

Total Available Capacity - June 2021	<u>1,245,530,000</u>	Gallons	<u>97%</u>
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PRODUCTION

Monthly Production - June 2021	<u>193,338,580</u>	Gallons
Monthly Production - June 2020	<u>172,980,915</u>	Gallons

CASH STATEMENT

BALANCE: JUNE 1, 2021	3,233,261.28
REVENUE:	
ACCOUNTS RECEIVABLE	591,309.09
SERVICE ACCOUNTS	14,513.91
FINES	3,000.00
SEWER ACCOUNTS	510,558.62
LIENS	1,779.89
PENALTIES	3,492.04
REMOVE METER	50.00
CLOSING COSTS	8,325.00
REINSTATE FEES	2,875.00
ASSESSMENTS	400.00
ADMIN FEE/LIENS (WPC)	380.00
LAND LEASE	2,364.62
CELL TOWER LEASE	16,138.02
SCRAP METAL SALES	
TIMBER SALES	
TRANSFER FROM GROVE/WOLCOTT	
REIMBURSEMENT FOR DOT PROJECT	
TOTAL REVENUE:	1,155,186.19
TOTAL REVENUE SUPER NOW CHECKING ACCOUNT	1,155,186.19
DISBURSEMENTS (VOUCHERS):	625,509.07
TRANSFERS:	
SEWER TRANSFER (CASH OUT)	514,357.51
TRANSFER TO PROCUREMENT ACCOUNT	4,000.00
TRANSFER TO GOALS ENABLING	
<u>ACCOUNT BALANCES:</u>	
SUPER NOW CHECKING ACCOUNT	
BALANCE: JUNE 30, 2021	3,244,580.89
GOALS ENABLING FUND	
BALANCE: JUNE 30, 2021	5,370,857.92
GROVE/OLD WOLCOTT TANKS	
BALANCE: JUNE 30, 2021	2,509.23
CONSTRUCTION ACCOUNT	
BALANCE: JUNE 1, 2021	53,973.46
DEPOSIT	12,317.53
DISBURSEMENTS	(6,222.01)
BALANCE: JUNE 30, 2021	60,068.98
PAYROLL CASH ACCOUNT	
BALANCE: JUNE 1, 2021	152,642.13
DEPOSIT	213,911.71
DISBURSEMENTS	(217,418.45)
BALANCE: JUNE 30, 2021	149,135.39

2020 2021 BRISTOL WATER DEPARTMENT BUDGET				
Jun-21				
	APPROVED	EXPENDED	EXPENDED	%
	BUDGET	JUNE	TO DATE	TO DATE
CLASSIFICATION	2020 2021	2020 2021	2020 2021	2020 2021
SALARIES	\$ 2,688,679.00	\$ 209,210.12	\$2,582,333.01	96.04%
FRINGE BENEFITS	\$ 1,455,740.00	\$ 107,776.24	\$1,338,325.97	91.93%
OPERATING SERVICES	\$ 2,664,161.00	\$189,185.65	\$2,630,578.44	98.74%
MATERIALS & SUPPLIES	\$ 880,183.00	\$57,744.86	\$763,202.24	86.71%
CAPITAL OUTLAY	\$ 1,053,288.00	\$48,855.37	\$399,978.11	37.97%
GRAND TOTAL	\$ 8,742,051.00	\$612,772.24	\$7,714,417.77	88.24%
OPERATING SERVICES				
LIGHT & POWER	\$ 400,719.00	\$ 28,100.33	\$379,344.39	94.67%
TELEPHONE	\$ 16,400.00	\$ 1,512.03	\$17,122.84	104.41%
POSTAGE	\$ 49,041.00	\$ 5,226.15	\$41,683.67	85.00%
ADVERTISING	\$ 10,750.00		\$312.00	2.90%
MAINTENANCE/SERVICE	\$ 43,700.00	\$ 1,474.99	\$43,973.10	100.62%
LEASE	\$ 16,027.00	\$ 1,271.10	\$10,477.14	65.37%
CONFERENCE & MEMBERSHIP	\$ 27,030.00	\$ 1,266.00	\$12,449.82	46.06%
TAXES	\$ 595,069.00		\$577,569.30	97.06%
PROFESSIONAL SERVICES	\$ 240,300.00	\$ 81,905.95	\$254,549.92	105.93%
LIENS	\$ 6,300.00		\$1,140.00	18.10%
MISCELLANEOUS	\$ 6,570.00	\$ 215.83	\$4,385.16	66.75%
CONTRACTOR SERVICES	\$ 565,160.00	\$ 15,931.39	\$536,719.62	94.97%
DEBT SERVICES	\$ 401,295.00	\$ 6,727.07	\$365,101.68	90.98%
SEWER USE FEE	\$ 10,800.00		\$13,500.00	125.00%
NEW BRITAIN AGREEMENT	\$ 275,000.00	\$ 45,554.81	\$372,249.80	135.36%
TOTAL OPERATING SERVICES	\$ 2,664,161.00	\$189,185.65	\$2,630,578.44	98.74%
SUPPLIES AND MATERIALS				
MOTOR FUELS	\$ 43,747.00	\$ 6,021.24	\$36,872.67	84.29%
OFFICE SUPPLIES	\$ 25,440.00	\$ 5,711.02	\$30,710.15	120.72%
MAINTENANCE SUP & MATERIALS	\$ 357,000.00	\$ 33,216.83	\$303,606.48	85.04%
MV PARTS & SUPPLIES	\$ 15,150.00	\$ 256.03	\$27,034.85	178.45%
MV SERVICE & REPAIRS	\$ 44,000.00	\$ 1,157.12	\$32,150.52	73.07%
FUEL OIL	\$ 45,208.00		\$23,977.27	53.04%
CHEMICAL TREATMENT	\$ 195,163.00	\$ 11,382.62	\$175,384.74	89.87%
INSURANCE	\$ 154,475.00		\$133,465.56	86.40%
TOTAL SUPPLIES & MATERAILS	\$ 880,183.00	\$57,744.86	\$763,202.24	86.71%
CAPITAL OUTLAY				
CAPITAL EQUIPMENT	\$ 112,000.00		\$92,109.70	82.24%
CAPITAL OUTLAY	\$ 366,288.00	\$ 19,000.00	\$141,768.00	38.70%
MISC. UTILITY ASSETS	\$ 575,000.00	\$ 29,855.37	\$166,100.41	28.89%
CAPITAL OUTLAY TOTAL	\$ 1,053,288.00	\$48,855.37	\$399,978.11	37.97%
GRAND TOTAL	\$ 8,742,051.00	\$612,772.24	\$7,714,417.77	88.24%

CITY OF BRISTOL WATER DEPARTMENT CAPITAL OUTLAY BUDGET YEAR 2020-21			
	BUDGET REQUEST 2020-21	EXPENDED JUNE 2021	EXPENDED TO- DATE
CAPITAL EQUIPMENT			
			\$0.00
FORD F-250 TRUCK & PLOW	\$52,000.00		\$47,246.10
2021 CHEVY 2500	\$60,000.00		\$44,863.60
			\$0.00
			\$0.00
TOTAL CAPITAL EQUIPMENT	\$112,000.00	\$0.00	\$92,109.70
UTILITY ASSETS			
DISTRIBUTION SECTION			
(1) Chop Saw	\$1,000.00		\$979.98
(1) Road Saw	\$2,500.00		\$0.00
Signage	\$2,500.00		\$0.00
(1) Aqua Scope Leak Machine	\$5,400.00		\$0.00
Gas Detectors	\$2,700.00		\$0.00
Insertion Valves	\$28,000.00		\$0.00
Regulator Repairs	\$15,000.00		\$0.00
Automatic Flushing Station	\$5,000.00		\$0.00
			\$0.00
TOTAL UTILITY ASSETS DISTRIBUTION SECTION	\$62,100.00	\$0.00	\$979.98
METER SHOP SECTION			
5/8" Meters 650@110.60	\$71,890.00	\$5,530.00	\$11,670.48
Transmitters 200 @102	\$20,400.00	\$18,360.00	\$41,350.89
1 1/2" T-10 METER (5)	\$2,977.00		\$1,036.64
1" T-10 METER (10)	\$2,806.00	\$508.35	\$1,525.05
2" T-10 METER (5)	\$3,720.00	\$1,487.94	\$1,487.94
3/4" T-10 METER(20)	\$3,622.00		\$0.00
6" DETECTOR CHECK (2)	\$7,000.00		\$0.00
CE Handheld Reader(2)	\$18,333.00		\$0.00
Schonstedt Model GA-52Cx (2)	\$1,840.00		\$1,840.08
6" Protechtus(2)	\$36,000.00		\$31,741.75
Hydrant Meter	\$0.00		\$1,524.75
TOTAL UTILITY ASSETS METER SHOP SECTION	\$168,588.00	\$25,886.29	\$92,177.58
WATER TREATMENT PLANT SECTION			
Rebuild High Service Pump	\$30,000.00		\$28,129.00
Rebuild Hill St Pump	\$30,000.00		\$0.00
LMI Chemical Feed Pumps	\$19,000.00	\$3,969.08	\$25,534.61
(2) Peristaltic Chemical Feed Pump	\$10,000.00		\$6,538.91
Pallet Truck	\$6,100.00		\$5,432.98
Lab Equipment	\$10,000.00		\$0.00
PLC & Analyzer Equipment	\$10,000.00		\$0.00
Chemical Feed Tubes	\$4,000.00		\$4,758.35
Future Design Recorders	\$10,500.00		\$0.00
Snow Blower			\$2,549.00

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	325	249	36	23	9	5
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	872	\$145,724.50
EFT (Check)	317	\$86,155.81
Online Bank Direct	345	\$44,897.58
PayPal	71	\$9,339.66
PayPal Credit	1	\$98.95
Venmo	8	\$1,070.14
Total	1614	\$287,286.64

Monthly Invoice Summary

Invoice Count
No records to display.

Paperless Statistics

Invoice Type	Paperless
Water	4274

Auto-Pay Statistics

Invoice Type	AutoPay
Water	1660

Customer Registration Statistics

Customer Count	Registered Count	Registered %
20884	8509	40.74

Pay By Text Registration Statistics

Customer Count	Registered Count	Registered
2873	2183	75.98