

Minutes of the Regular Monthly Meeting of the
Suffield Water Pollution Control Authority & Treatment Facility
February 14, 2023

MEMBERS PRESENT:

Janet Davis, Chairman
Frank Bauchiero
Jeff Davis
Roger Ives
John Murphy

MEMBERS ABSENT:

Dan Holmes
Chris Rago

ALSO PRESENT:

Jamie Kreller, Superintendent
Julie Nigro, Business Administrator
Mike Headd, Woodard & Curran
Andrew Lord, WPCA Attorney

1. **CALL TO ORDER:** Janet Davis called the Regular Monthly Meeting for February 14, 2023 to order at 7:03 p.m.
2. **CITIZEN INPUT:** None
3. **APPROVAL OF MINUTES:**
 - January 10, 2023 Regular Meeting Minutes Review & Approval
 - Jeff Davis motioned to approve the Regular Meeting Minutes of January 10, 2023.
 - Frank Bauchiero seconded the motion; the motion passed unanimously
4. **CHANGES TO THE AGENDA:**
 - Jamie Kreller requested a motion to add 9b “Approval of Planning Application for 24 Homes on Remington Street” to the agenda
 - Frank Bauchiero motioned to add 9b “Approval of Planning Application for 24 Homes on Remington Street” to the agenda
 - Jeff Davis seconded the motion; the motion passed unanimously
5. **CHAIRMAN’S UPDATE:**
 - Janet Davis stated she attended the Board of Selectman meeting (January 18, 2023), and that selectman Harrington recommended an additional \$75,000 for ARPA money to the WPCA, for a total of \$150,000. The recommendations must still receive final approval.
6. **TREASURER’S REPORT:**
 - Administration (O&M) Bills 2022/2023: \$131,518.02
 - RCM Bills 2022/2023: \$16,405.25
 - Administration fund distribution: \$66,596.32 (January’s payroll)
 - John Murphy motioned to accept the Treasurer’s report
 - Jeff Davis seconded the motion; the motion passed unanimously
7. **STAFF REPORTS:**
 - a. **Superintendent’s Report-(attached)**

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- Jamie Kreller reported our flow was high in January, and over our limit. This only poses a problem if we're over our limit for 6 months, and the flows are already coming down.
- Training – Five WPCA staff attended NEWEA (New England Water Environment Association) conference in Boston. Jamie Kreller thanked the commission for supporting their training and attendance at these conferences. It was the first time for three of the staff, and they enjoyed the learning experience.
- Maintenance – 2 miles of sewer pipe were cleaned in January, and 57 manhole inspections were completed. Additional GIS mapping was completed by one of our newer operators (Tyler Hinckley).
- Jamie Kreller reported we're using our new camera more frequently. The image in the report depicts a root ball discovered with the equipment, and then promptly cleaned the pipe.
- Jamie Kreller reported the motor for the first CAT sounded like it wasn't running appropriately. It was replaced with our refurbished CAT, and the current one was sent to be refurbished.
- Jamie Kreller reported he and Alex Kaminski attended the CTWEA (Connecticut Water Environment Association) Manager's forum and PFAS was discussed as part of the DEEP's update. Additionally, DEEP gave an update about the QAlert system for SSO (Sanitary Sewer Overflows) reporting. Classes at the event included: "Aquatic Toxicity Testing: The How and Why" and "How to Prepare for a Plant Upgrade".
- Jamie Kreller stated he gave his department head update report to the Board of Selectman in January and they were happy with the report.

b. Business Administrator's Report-

- Julie Nigro reported on the December, 2022 financials (attached)
- Delinquent accounts were discussed
- Annual collection rates were discussed

8. OLD BUSINESS:

- a. **Stony Brook Study** – Mike Headd reported they're developing the design drawings now and going through the permit process with FEMA and Army Corps of Engineers. Jamie Kreller also reported he, Alex Kaminski, and Julie Nigro attended an update meeting with DEEP personnel (via ZOOM) regarding funding status.
- b. **Morton Building Progress** - Mike Headd reported the geological report has come in, and there doesn't appear to be any special requirements as a result.
- c. **Posting for Operator-in-training position** – Jamie Kreller stated we've gone through the 1st and 2nd interviews, and one person has been selected. A back-ground check is currently being performed by the Town Human Resources department, and we may hear back from them next week.

9. NEW BUSINESS:

- a. **Proposed Bill No. 94** - Jamie Kreller passed out a proposed bill for the commission's information. It is likely the bill will not pass.
- b. **Approval of Planning Application for 24 Homes on Remington Street** – Jamie Kreller showed a map of the area where a Planning Application is being proposed and a capacity letter is requested.
 - Frank Bauchiero motioned to approve the Planning Application for 24 homes on Remington Street – for capacity only (Assessor's map 29-26-9-3).

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- John Murphy seconded the motion; the motion passed unanimously

ADJOURNMENT:

- Jeff Davis motioned to adjourn the Regular Meeting of February 14, 2023 at 7:49 pm
- Frank Bauchiero seconded the motion; the motion passed unanimously

Respectfully submitted,



Julie M. Nigro
Business Administrator

Superintendents Report-January 2023

Plant Operations

- Plant average flow for the month was 2.07MGD. This was 1% over plant design.
- Hood's average flow for the month was 47,663 gallons. This was 2% of monthly plant flow.
- Prison flow for the month was 269,150 gallons. This was 13% of monthly plant flow.
- BOD and TSS removal for the month was 99%. Our permit limit is a minimal 85% removal.
- Nitrogen average for the month was 20 pounds. Our permit limit is a monthly average less than 45 pounds.

Call-Before-You-Dig

- 12 call-before-dig-tickets were completed.

Unscheduled Overtime

- 1/10/23 – Plant power failure.
- 1/13/23 – PS #16 – Power failure.
- 1/26/23 – Plant high flow alarm.
- 1/27/23 – Plant power failure.

Complaint's

- 865 Boston Neck Road - Issue with grinder pump basin.
- 52 Plantation Drive backup into basement from septic tank at Kent Farms. Issue with manifold and filters. I submitted claim with WPCA insurance company CIRMA.

Legislation

- Proposed Bill No. 94 is in the packets for review

Training

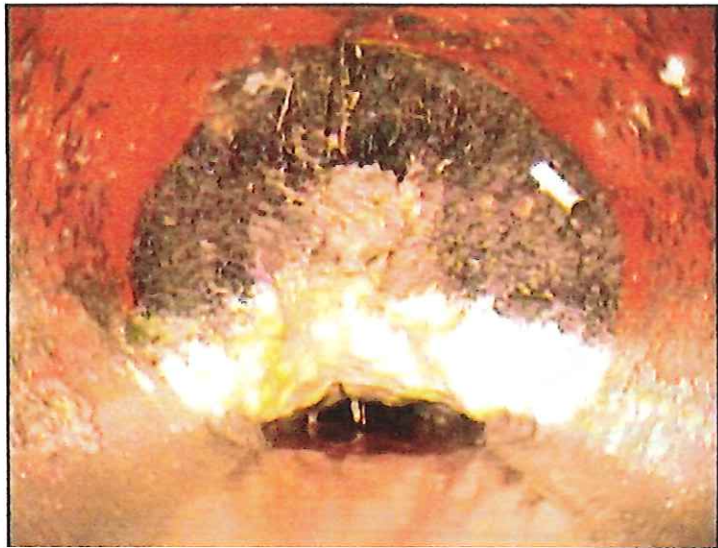
- Jamie, Alex, Mike, Tyler, and Anthony attended the annual New England Water Environment Association Conference in Boston. We attended classes including the following:
 - ❖ Keynote Presentation-The Next 50 Years: Communication, Climate, Innovation, and Investment.
 - ❖ Who wants to buy a Sewer.
 - ❖ Developing the Workforce Through Your Local School System.
 - Optimizing a Capital Improvement Program-How to measure and Improve effectiveness.
 - ❖ New England NPDES Permits are Out-of-step with the Rest of the Country.

- ❖ Developing a Racial Equity Lens at Woodard & Curran-a Panel Discussion Q&A.
- ❖ Application of DE&I Initiatives to Drive Successful Community Outreach.
- ❖ Bridging Differences to Inclusion.
- ❖ State Revolving Funds and the Bipartisan Infrastructure Law.
- ❖ More than Just Energy Savings - Understanding the benefits of Low DO Operation.
- ❖ Balanced Treatment and Storage Efficiently Control Combined Sewer Overflows
- ❖ Crossing the Connecticut River - Big Pipes and Endangered Prehistoric Fish
- ❖ Case Study - Design and Construction of 5,100 LF of Soft Ground Micro tunneling in Hartford, CT
- ❖ Machine Learning: How it Can Support Innovation in WW/WWR and Can it Be Trusted
- ❖ What Have We Learned from AI? Lessons from Applying Machine Learning at Water Reclamation Facilities
- ❖ PFAS Data from over 200 California Wastewater Treatment Plants
- ❖ PFAS in Wastewater - Advancing Source Control by Understanding the PFAS Cycle in Nantucket
- ❖ Detection and Quantifying Microplastic Pollutants in Beach Sand and River Sediment
- ❖ Statewide PFAS Assessment of WWTPs in Michigan and Implications to the Beneficial of Biosolids for land Application
- ❖ Best Practice Online Mapping Tools and Lessons Learned to Improve Your IDDE Program
- ❖ Challenge in Upgrading One of the Last Municipal Powdered Activated Carbon/Wet Air Oxidation Plants in the U.S. to Achieve Low level Nutrient Removal
- ❖ Ditch Your Nitrate Problems by Optimizing that Oxidation Ditch
- ❖ Comprehensive Wastewater Planning to Address Environmental and Economic Objectives in Littleton, MA

Maintenance

- 2 miles of sewer pipe were cleaned in January.
- 57 manhole inspections were completed.
- Semi-annual flushing of polymer lines was completed.
- Bi-monthly belt filter pressure wash was completed.
- Quarterly pump station alarm checks were completed.
- Quarterly septic line cleaning at the plant was completed.
- Bi-monthly belt filter press greasing was completed.
- Quarterly sludge blower inspection was completed.
- Quarterly storm water inspection was completed.
- Quarterly RAS pump inspections were completed.
- Bi-monthly CAT mixer inspections were completed.
- Semi-annual CAT mixer's oil change was completed.

- Quarterly dewater sludge pump maintenance was completed.
- Quarterly step screen maintenance was completed.
- Semi-annual exercising of water gate valves was completed.
- Inspection and removal of wipes from PS #3 pumps impellers were completed.
- Semi-annual plant lighting checks were completed.
- 19 manholes and 2703 feet of sewer pipe were added or fixed on our GIS map.
- Closed Caption TV of 1,842 feet of gravity sewer pipe was completed on 4th Street, 2nd Street, 3rd Street, Juniper Lane, and Deep Brook Harbor.
- During camera work on 4th Street, a root ball was discovered. Line was cleaned and roots were removed.

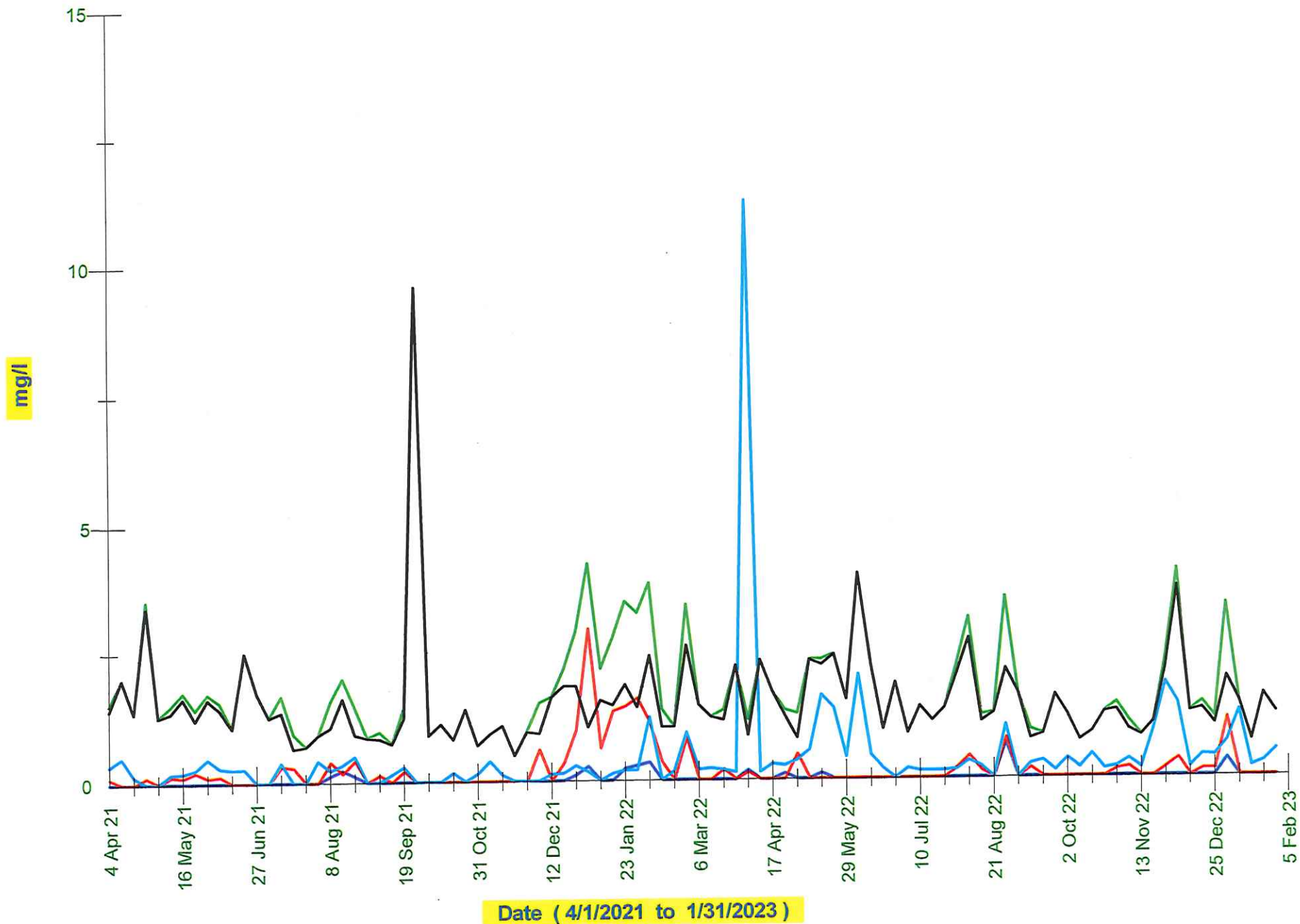


- Installation of new motor for Oxidation Ditch #1 CAT #1 was installed.



Weekly Average of Total Nitrogen VS Forms of Nitrogen

Nitrite Nitrate Total Nitrogen Ammonia Total Kjeldahl



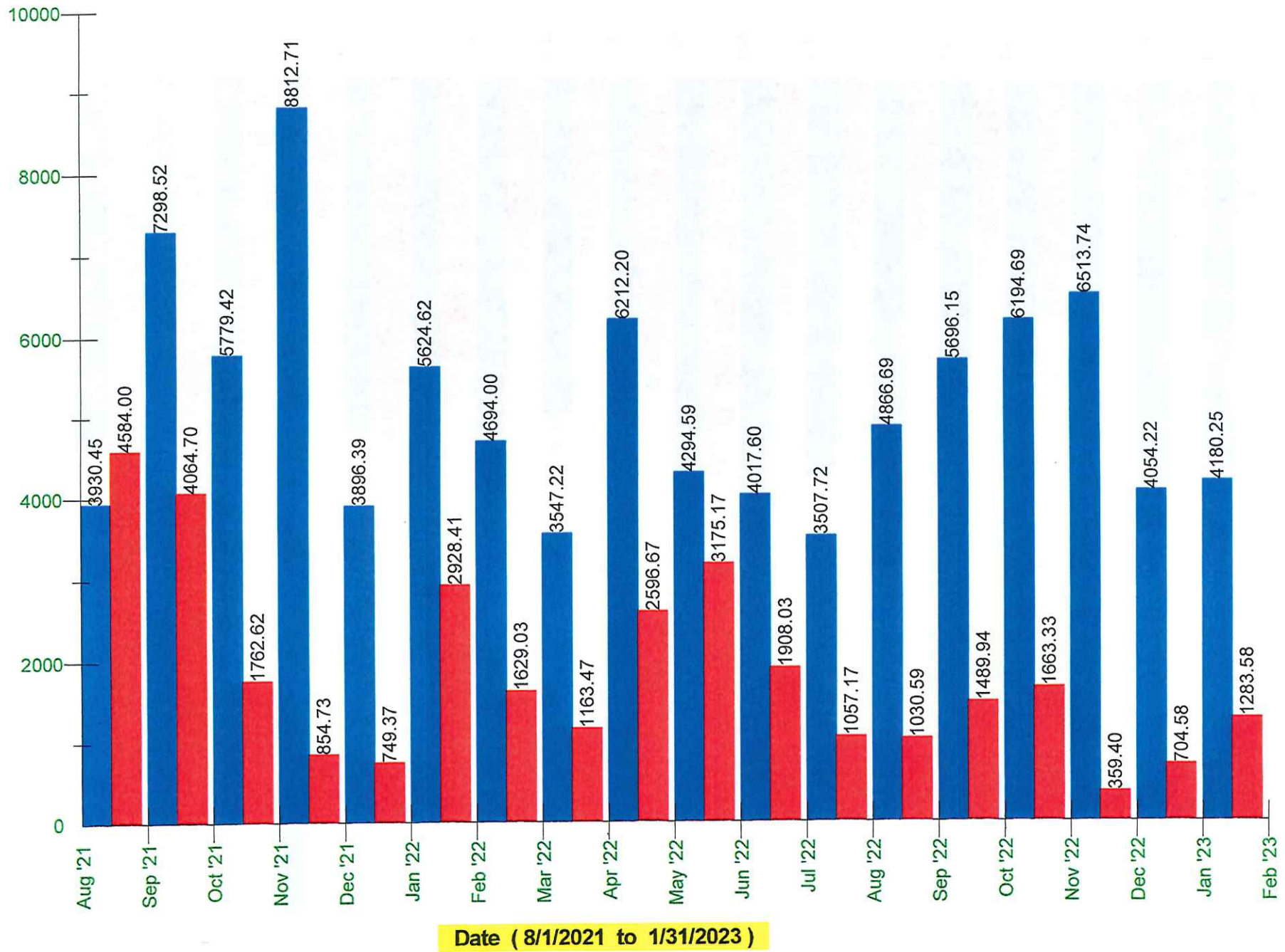
Weekly Average of Total Nitrogen

Scheduled vs Unscheduled Overtime Costs

■ Scheduled OT Costs

■ Unscheduled OT Costs

Monthly Overtime Costs in Dollars

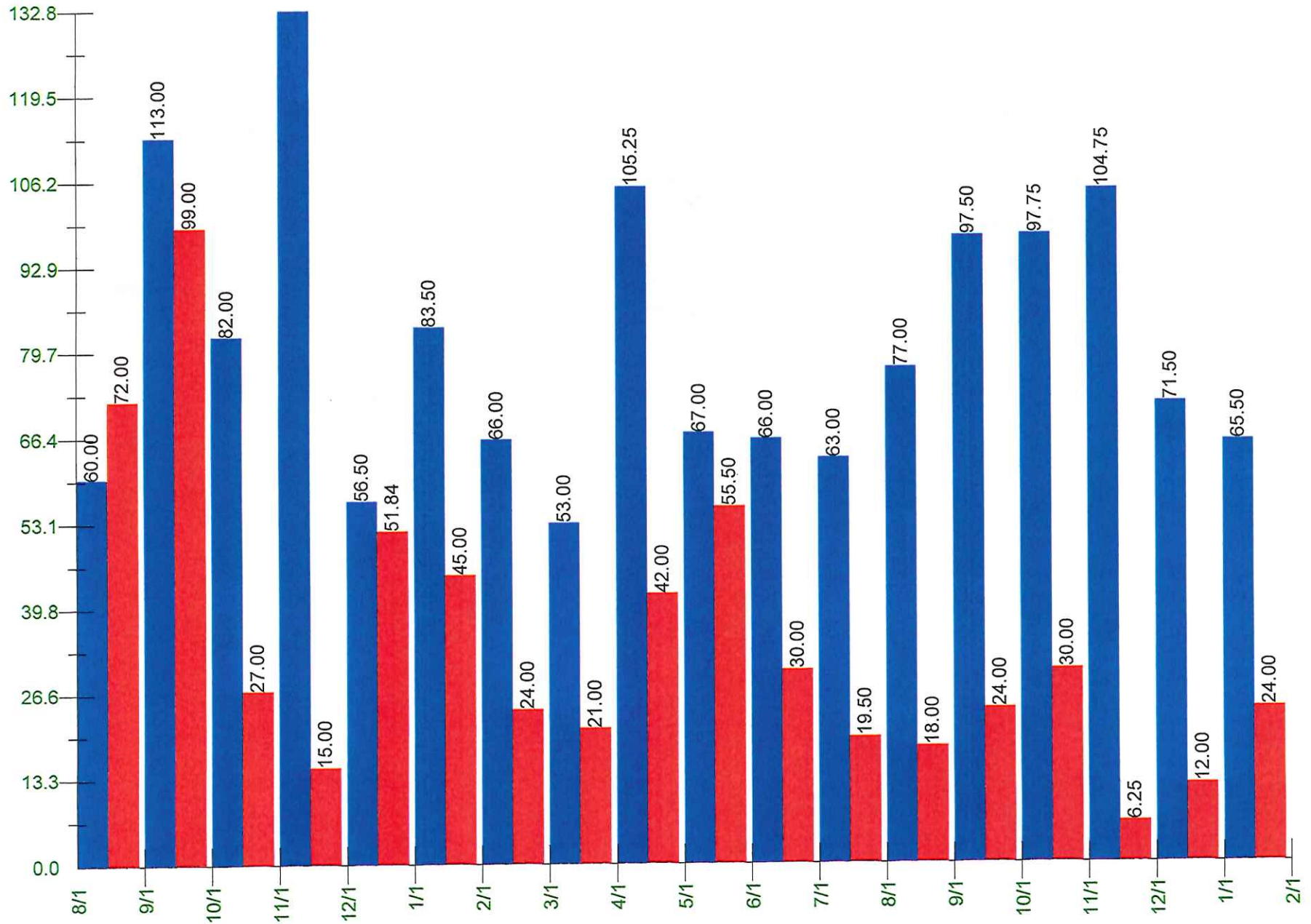


Scheduled vs Unscheduled Overtime Hours

■ Scheduled Hours

■ Unscheduled Hours

Monthly Overtime Hours



Date (8/1/2021 to 1/31/2023)

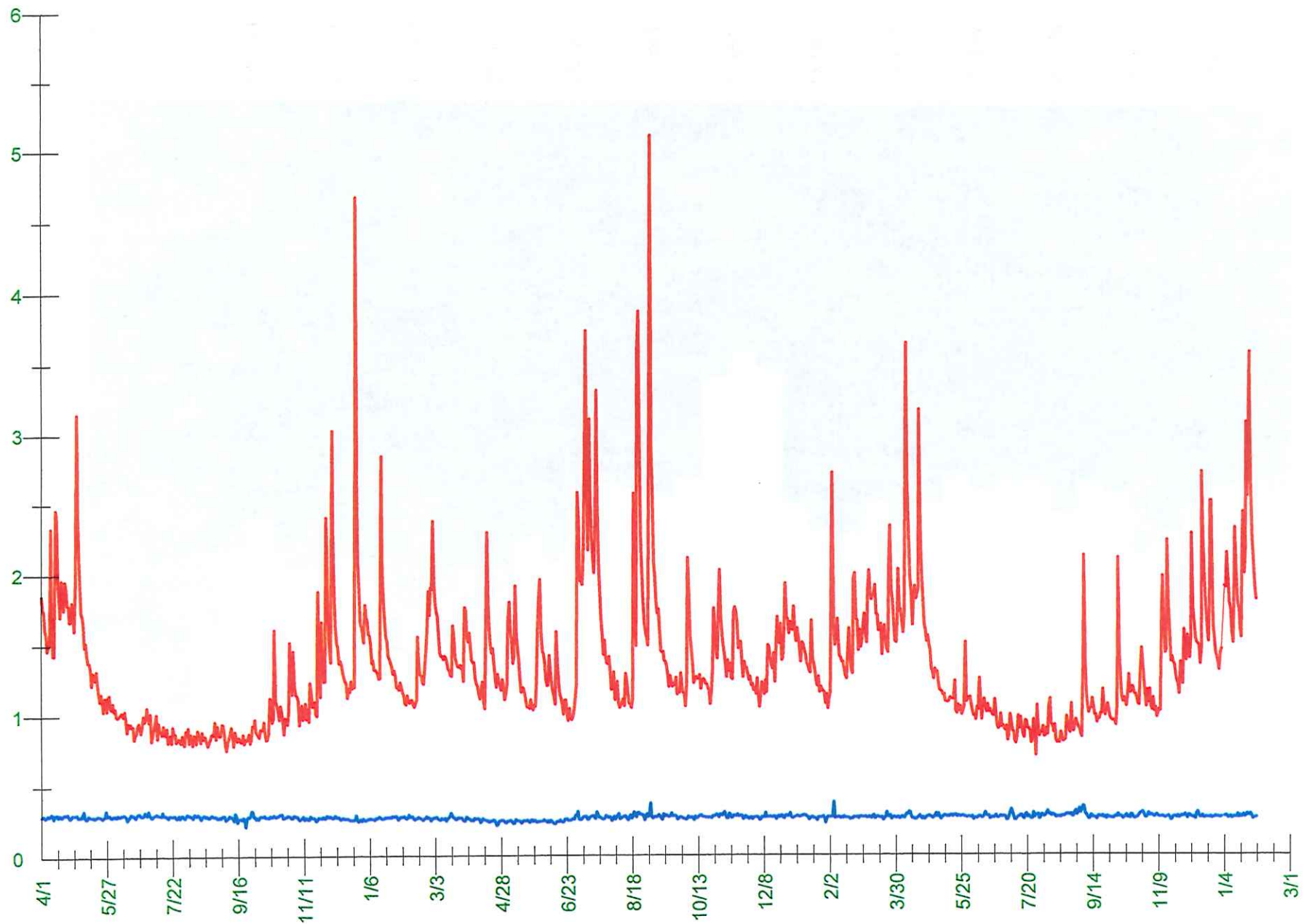
Scheduled vs Unscheduled Hours

Prison Flow VS Plant Flow

PRISON DAILY FLOW

PLANT-TOTAL EFFLUENT FLOW

MGD

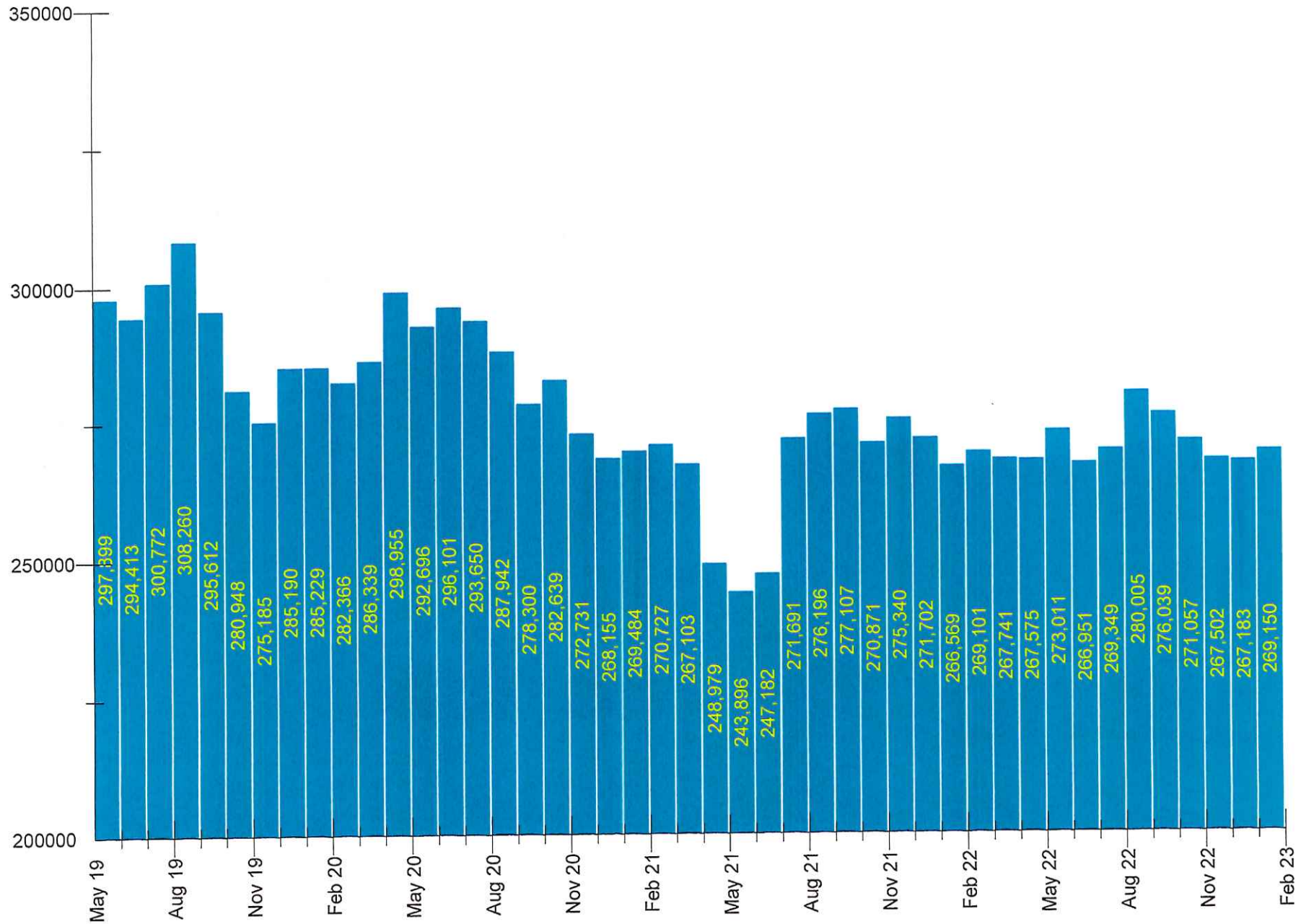


Date (4/1/2020 to 1/31/2023)

Prison Flow - Average Gallons Per Month

■ CALCULATED PRISON FLOW (Mo Avg)

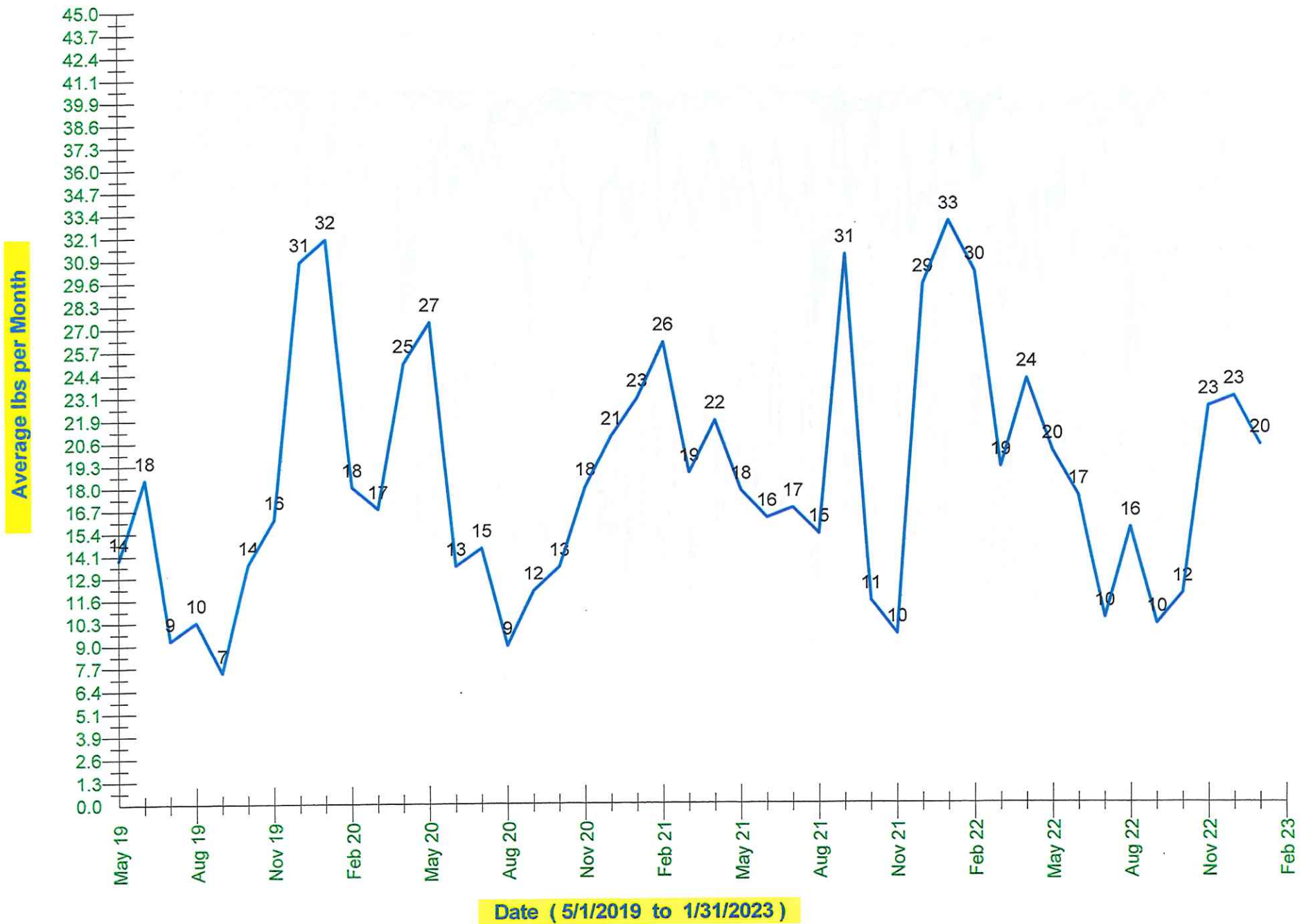
Average Gallons per Month



Date (5/1/2019 to 1/31/2023)

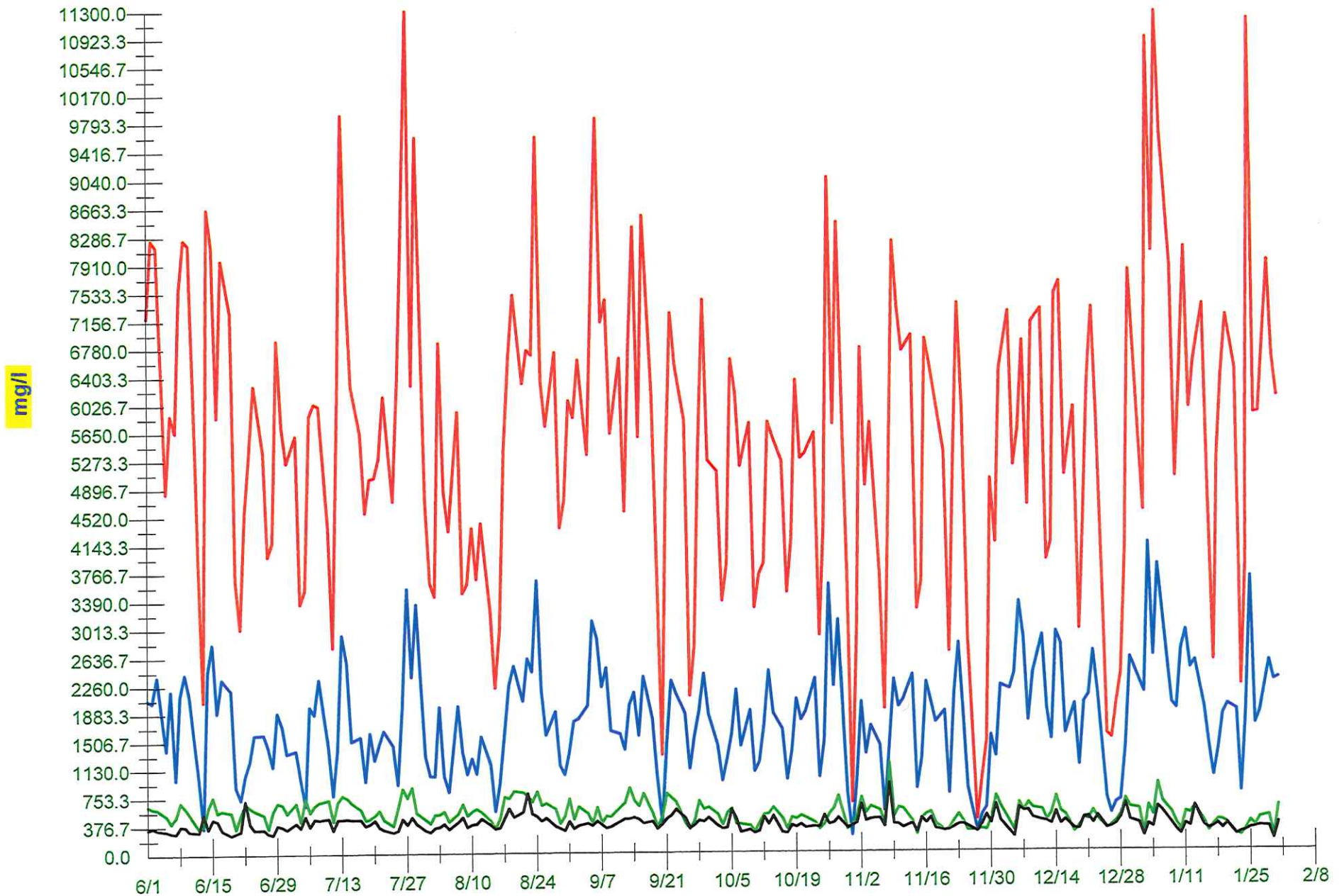
Monthly Average of Effluent Nitrogen lbs/Suffield WPCA Monthly Limit 45 lbs

— Total Nitrogen lbs/day (Eff.) (Mo Avg)



H.P. HOOD LOADING VS PLANT LOADING

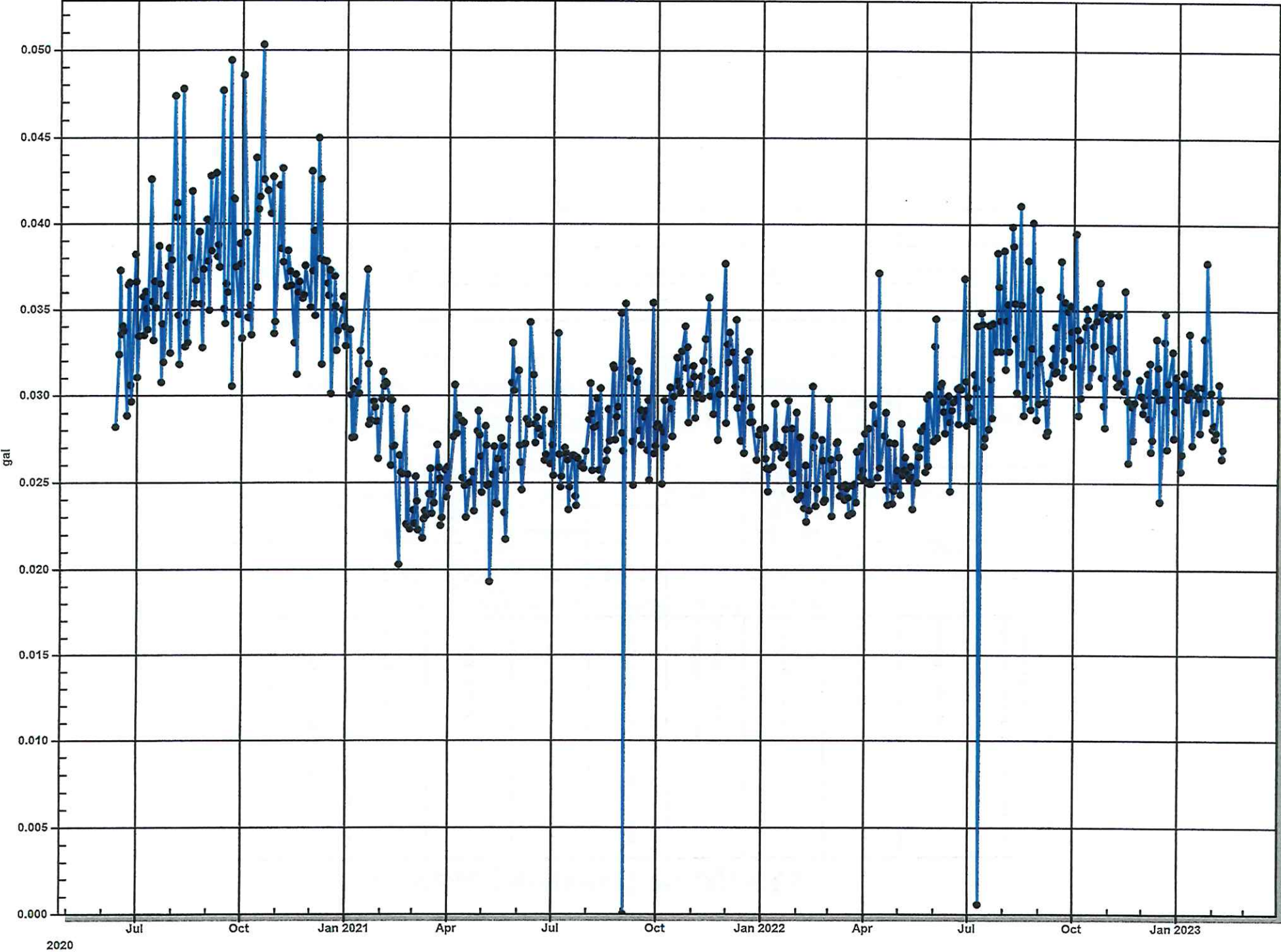
Blue line: Hood TSS Red line: Hood BOD Green line: Inf. Plant BOD Black line: Inf. Plant TSS



Date (6/1/2022 to 1/31/2023)

H.P. HOOD LOADING VS PLANT LOADING

8012 - Gallons to be Wasted
6/12/2020 - 2/9/2023



Development Projects

[illegible]

WPCA Reserve Capacity Maintenance Fund - 2022/2023

December 2022

Cash Balance @ 7/01/2022

FNB# 27650

\$ 74,255.60

CADRE

\$ 218,513.54

\$ 292,769.14

RECEIPTS:	BUDGET	MONTH	YTD	VARIANCE
Interest Income	\$ -	\$ 13.78	\$ 267.29	\$ (267.29)
From Clerk of the Works	\$ -	\$ -	\$ -	\$ -
Due From Other Funds	\$ -	\$ -	\$ -	\$ -
Transfer In	\$ -	\$ -	\$ -	\$ -
Miscellaneous Income	\$ -	\$ -	\$ -	\$ -
Transfer from Assessment	\$ 910,000	\$ -	\$ -	\$ 910,000.00
Transfer from O&M Line Item	\$ 179,000	\$ -	\$ -	\$ 179,000.00
Grant Income	\$ -	\$ -	\$ -	\$ -
Transfer From Fund Balance	\$ 574,000	\$ -	\$ 50,000.00	\$ 524,000.00
TOTAL RECEIPTS	\$ 1,663,000	\$ 13.78	\$ 50,267.29	\$ 1,612,732.71

DISBURSEMENTS:

Plant Upgrades	\$ 1,663,000	\$ 2,572.00	\$ 103,680.41	\$ 1,559,319.59
Emergency Repairs	\$ -	\$ -	\$ -	\$ -
Accounts Payable 2021 2022	\$ -	\$ -	\$ 189,231.00	\$ (189,231.00)
Misc Repairs	\$ -	\$ -	\$ -	\$ -
Transfer Out to ADMIN	\$ -	\$ -	\$ -	\$ -
Due From Other Funds	\$ -	\$ -	\$ -	\$ -
Sewer Development	\$ -	\$ -	\$ 2,981.25	\$ (2,981.25)
	\$ 1,663,000	\$ 2,572.00	\$ 295,892.66	\$ 1,367,107.34

CASH POSITION SUMMARY:

Transfers between Peoples/TD	\$0.00		
Cash Balance @ 7/01/2022	\$ 292,769.14	\$ 38,362.94	First National Bank
YTD Receipts:	\$ 50,267.29	\$ 8,780.83	CADRE
YTD Disbursements:	\$ 295,892.66		
Cash Balance @ 12/31/2022	\$ 47,143.77	\$ 47,143.77	\$ 0.00

WPCA Administration Fund - 2022/2023

December

2022

Cash Balance 7/1/2022

FNB# 6475

\$43,435.35

Scanned Account

\$16,807.97

AMBAC Admin

\$2,067,659.74

AMBAC Reserve

\$456,211.20

INVOICE CLOUD

\$3,594.51

06-Feb-23

\$ 2,587,708.77

RECEIPTS

BUDGET

MONTH

YTD

VARIANCE

User Fees 22 23	\$ 1,511,000	\$ 8,784.01	\$ 1,463,172.94	\$ 47,827.31
Prison	\$ 859,000	\$ 220,266.98	\$ 220,266.98	\$ 638,733.02
Prison 2021/2022	\$ -	\$ -	\$ 210,937.16	\$ (210,937.16)
Kent Farms	\$ 16,000	\$ -	\$ 15,174.82	\$ 825.18
Delinquent Payments	\$ 45,000	\$ 2,774.86	\$ 31,131.25	\$ 13,868.75
H.P. Hood	\$ 587,000	\$ -	\$ -	\$ 587,000.00
H.P. Hood 2021/2022	\$ -	\$ -	\$ 219,361.04	\$ (219,361.04)
Interest & Fees	\$ 28,000	\$ 5,878.88	\$ 23,756.21	\$ 4,243.79
Permits & Septic	\$ 64,000	\$ 11,722.50	\$ 29,204.39	\$ 34,795.61
Misc Income	\$ -	\$ -	\$ 10,514.30	\$ (10,514.30)
- Scrap metal	\$ -	\$ -	\$ -	\$ -
Due To/Due From	\$ -	\$ -	\$ -	\$ -
Clerk of the Works	\$ -	\$ -	\$ -	\$ -
Appropriation Refunds	\$ -	\$ -	\$ -	\$ -
Invest Income O&M	\$ 3,000	\$ 4,244.40	\$ 17,866.45	\$ (14,866.45)
Invest Income Reserve	\$ -	\$ 720.51	\$ 3,075.69	\$ (3,075.69)
Grant \$ Received	\$ -	\$ -	\$ -	\$ -
Transfer from Fund Balance	\$ 574,000	\$ -	\$ -	\$ 574,000.00
TOTAL RECEIPTS	\$ 3,687,000	\$ 254,392.14	\$ 2,244,461.23	\$ 1,442,539.02

EXPENDITURES

Payroll Payable (2021/2022)	\$ -	\$ -	\$ -	\$ -
Payroll (with SS)	\$ 1,089,000	\$ 72,662.13	\$ 466,295.81	\$ 622,704.19
Other Expenditures	\$ 2,024,000	\$ 90,659.93	\$ 649,235.23	\$ 1,374,764.77
Due To/Due From	\$ -	\$ 9,890.76	\$ 4,062.57	\$ (4,062.57)
Clerk of the Works	\$ -	\$ -	\$ -	\$ -
Accounts Payable	\$ -	\$ -	\$ 165,847.28	\$ (165,847.28)
Transfer to RCM	\$ 574,000	\$ -	\$ 50,000.00	\$ 524,000.00
TOTAL DISBURSEMENTS	\$ 3,687,000	\$ 173,212.82	\$ 1,335,440.89	\$ 2,351,559.11

Cash Reconciliation 12/31/2022

XFERS TO OTHER ACCOUNT

FNB# 6475

\$ 174,965.51

Scanned Account

\$ 5,482.96

Invoice Cloud

\$ 10,921.22

AMBAC Admin

\$ 2,846,072.53

AMBAC Reserve

\$ 459,286.89

\$ 3,496,729.11 \$ 3,496,729.11 \$

WPCA Administration Fund - 2022/2023

December 2022

Prior/Current Year Comparison

RECEIPTS	2021/2022 Month	2022/2023 Month	Variance	2021/2022 Year To Date	2022/2023 Year To Date	Variance
User Fees current Year	\$ 4,875.18	\$ 8,784.01	\$ 3,908.83	\$ 1,430,015.36	\$ 1,463,172.94	\$ 33,157.58
Prison	\$ -	\$ 220,266.98	\$ 220,266.98	\$ 217,813.39	\$ 220,266.98	\$ 2,453.59
Prison Last Fiscal year	\$ -	\$ -	\$ -	\$ 187,869.81	\$ 210,937.16	\$ 23,067.35
Kent Farms	\$ -	\$ -	\$ -	\$ 15,480.00	\$ 15,174.82	\$ (305.18)
Delinquent Payments	\$ 17,101.19	\$ 2,774.86	\$ (14,326.33)	\$ 53,869.04	\$ 31,131.25	\$ (22,737.79)
H.P. Hood	\$ -	\$ -	\$ -	\$ 124,394.26	\$ -	\$ (124,394.26)
H.P. Hood Last Fiscal year	\$ -	\$ -	\$ -	\$ 190,150.09	\$ 219,361.04	\$ 29,210.95
Interest & Fees	\$ 9,757.05	\$ 5,878.88	\$ (3,878.17)	\$ 34,140.00	\$ 23,756.21	\$ (10,383.79)
Permits & Septic	\$ 15,086.88	\$ 11,722.50	\$ (3,364.38)	\$ 34,015.03	\$ 29,204.39	\$ (4,810.64)
Misc Income	\$ -	\$ -	\$ -	\$ 1,220.05	\$ 10,514.30	\$ 9,294.25
- Scrap metal	\$ 567.32	\$ -	\$ (567.32)	\$ 567.32	\$ -	\$ (567.32)
Due To/Due From	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Clerk of the Works	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Appropriation Refunds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Invest Income O&M	\$ 221.93	\$ 4,244.40	\$ 4,022.47	\$ 1,372.79	\$ 17,866.45	\$ 16,493.66
Invest Income Reserve	\$ 38.71	\$ 720.51	\$ 681.80	\$ 268.41	\$ 3,075.69	\$ 2,807.28
Grant \$ Received	\$ -	\$ -	\$ -	\$ 2,549.32	\$ -	\$ (2,549.32)
Transfer from Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL RECEIPTS	\$ 47,648.26	\$ 254,392.14	\$ 206,743.88	\$ 2,293,724.87	\$ 2,244,461.23	\$ (49,263.64)
EXPENDITURES						
Payroll Payable (Last Fiscal yr)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Payroll (with SS)	\$ 81,681.18	\$ 72,662.13	\$ (9,019.05)	\$ 486,814.05	\$ 466,295.81	\$ (20,518.24)
Other Expenditures	\$ 113,286.04	\$ 90,659.93	\$ (22,626.11)	\$ 700,434.11	\$ 649,235.23	\$ (51,198.88)
Due To/Due From	\$ 13,488.14	\$ 9,890.76	\$ (3,597.38)	\$ 1,908.11	\$ 4,062.57	\$ 2,154.46
Clerk of the Works	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Accounts Payable	\$ 8,750.00	\$ -	\$ (8,750.00)	\$ 176,744.05	\$ 165,847.28	\$ (10,896.77)
Transfer to RCM	\$ -	\$ -	\$ -	\$ -	\$ 50,000.00	\$ 50,000.00
TOTAL DISBURSEMENTS	\$ 217,205.36	\$ 173,212.82	\$ (43,992.54)	\$ 1,365,900.32	\$ 1,335,440.89	\$ (30,459.43)

WPCA Assessment Fund

2022/2023

December 2022

Cash Balance 7/1/2022

FNB
CADRE

\$174,640.96

\$635,375.52

06-Feb-23
12:21 PM

\$810,016.48

RECEIPTS

BUDGET

MONTH

YTD

VARIANCE

Developer's Agreements	\$ 106,000	\$ 24,000.00	\$ 88,110.64	\$ 17,889.36
Current Assessments	\$ 24,500	\$ -	\$ 34,104.33	\$ (9,604.77)
Assessments-Prior Years	\$ 1,000	\$ -	\$ 4,168.15	\$ (3,168.15)
Penalty Interest & Fees	\$ 1,000	\$ -	\$ 1,137.20	\$ (137.20)
Advance Collection	\$ 2,000	\$ -	\$ 3,016.21	\$ (1,016.21)
Due To Others	\$ -	\$ 5,828.19	\$ -	\$ -
Investment Interest	\$ 500	\$ 1,069.07	\$ 4,424.27	\$ (3,924.27)
Transfer from Assessment Fund Bal	\$ 775,000	\$ -	\$ -	\$ 775,000.00
TOTAL REVENUE	\$ 910,000	\$ 30,897.26	\$ 134,960.80	\$ 775,038.76

DISBURSEMENTS

Service Charge	\$ -	\$ -	\$ -	\$ -
To General Fund Prior Year	\$ -	\$ -	\$ -	\$ -
To General Fund Current Year	\$ -	\$ -	\$ -	\$ -
Due To Others	\$ -	\$ -	\$ -	\$ -
Misc Expense	\$ -	\$ -	\$ -	\$ -
Transfer to RCM	\$ 910,000	\$ -	\$ -	\$ 910,000.00
	\$ 910,000	\$ -	\$ -	\$ 910,000.00

Cash Balance @ 12/31/2022

FNB \$ 262,751.60
CADRE \$ 682,225.68

\$ 944,977.28

\$ 944,977.28

\$ -

WPCA Assessment Fund - 2022/2023

December 2022

Prior/Current Year Comparison
06-Feb-23
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RECEIPTS	Prior Year Month	Current Year Month	Variance	Prior Year Year To Date	Current Year Year To Date	Variance
Developer's Agreements	\$ 14,500.00	\$ 24,000.00	\$ 9,500.00	\$ 114,500.00	\$ 88,110.64	\$ (26,389.36)
Current Assessments	\$ 988.76	\$ -	\$ (988.76)	\$ 31,751.24	\$ 34,104.33	\$ 2,353.09
Assessments-Prior Years	\$ -	\$ -	\$ -	\$ -	\$ 4,168.15	\$ 4,168.15
Penalty Interest & Fees	\$ 14.83	\$ -	\$ (14.83)	\$ 236.74	\$ 1,137.20	\$ 900.46
Advance Collection	\$ -	\$ -	\$ -	\$ 28,473.40	\$ 3,016.21	\$ (25,457.19)
Due To Others	\$ (1,003.59)	\$ 5,828.19	\$ 6,831.78	\$ (15,119.12)	\$ -	\$ 15,119.12
Investment Interest	\$ 52.31	\$ 1,069.07	\$ 1,016.76	\$ 347.24	\$ 4,424.27	\$ 4,077.03
Transfer from Assessment Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL RECEIPTS	\$ 14,552.31	\$ 30,897.26	\$ 16,344.95	\$ 160,189.50	\$ 134,960.80	\$ (25,228.70)
EXPENDITURES						
Service Charge	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
To General Fund Prior Year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
To General Fund Current Year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Due To Others	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Misc Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer to RCM	\$ 222,000.00	\$ -	\$ (222,000.00)	\$ 222,000.00	\$ -	\$ (222,000.00)
TOTAL DISBURSEMENTS	\$ 222,000.00	\$ -	\$ (222,000.00)	\$ 222,000.00	\$ -	\$ (222,000.00)

**Town of Suffield Water Pollution Control Authority
2022/2023 Operation and Maintenance Budget**

2022

DECEMBER

	22/23 Budget	22/23 Current Month	22/23 Year To Date	22/23 Variance	22/23 % Unexpended	
50160 · Payroll	\$ 1,011,000	\$ 104,300.63	\$ 436,813.78	\$ 574,186.22	57%	
50220 · Social security	\$ 78,000	\$ 7,652.96	\$ 31,757.24	\$ 46,242.76	59%	
50230 · Pension	\$ 106,000	\$ -	\$ 106,046.00	\$ (46.00)	0%	
50232 - OPEB CONTRIBUTION	\$ 101,000	\$ -	\$ -	\$ 101,000.00	100%	
50270 · Workers Comp	\$ 17,000	\$ -	\$ 17,903.79	\$ (903.79)	-5%	
50290 - Safety Supplies	\$ 14,000	\$ 295.65	\$ 2,055.18	\$ 11,944.82	85%	
50341 · Legal/advice	\$ 55,000	\$ (369.10)	\$ 11,720.50	\$ 43,279.50	79%	
50384 · Uniforms	\$ 7,000	\$ -	\$ 2,633.61	\$ 4,366.39	62%	
50385 · Tests	\$ 29,000	\$ 4,563.64	\$ 14,361.99	\$ 14,638.01	50%	
50409 · Waste disposal	\$ 176,000	\$ 14,702.85	\$ 58,724.85	\$ 117,275.15	67%	
50433 · Process Equip - R&M	\$ 115,000	\$ 2,167.82	\$ 27,873.24	\$ 87,126.76	76%	
50436 · R & M - Vehicles	\$ 16,000	\$ 4,710.18	\$ 10,893.14	\$ 5,106.86	32%	
50439 · Service Contracts	\$ 43,000	\$ 1,856.65	\$ 26,867.58	\$ 16,132.42	38%	
50445 · Plant Maint	\$ 60,000	\$ 14,527.96	\$ 34,807.75	\$ 25,192.25	42%	
50446 · Collection System	\$ 45,000	\$ 207.95	\$ 589.85	\$ 44,410.15	99%	
50520 · Insurance	\$ 35,000	\$ -	\$ 34,478.93	\$ 521.07	1%	
50521 · Employee Insur	\$ 453,000	\$ 3,822.86	\$ 120,066.34	\$ 332,933.66	73%	
50530 · Postage	\$ 4,000	\$ 42.86	\$ 615.92	\$ 3,384.08	85%	
50531 · Telephone	\$ 16,000	\$ 390.81	\$ 5,421.77	\$ 10,578.23	66%	
50540 · Advertising	\$ 4,000	\$ -	\$ 1,477.99	\$ 2,522.01	63%	
50581 · Mileage	\$ 1,000	\$ -	\$ 430.05	\$ 569.95	57%	
50612 · Office supplies	\$ 16,000	\$ 598.13	\$ 4,004.24	\$ 11,995.76	75%	
50622 · Electricity	\$ 175,000	\$ 11,492.79	\$ 39,248.77	\$ 135,751.23	78%	
50624 · Fuel oil - heat	\$ 7,000	\$ -	\$ 576.55	\$ 6,423.45	92%	
50626 · Gas - automotive	\$ 18,000	\$ 1,830.92	\$ 9,883.22	\$ 8,116.78	45%	
50627 · Water	\$ 7,000	\$ 1,477.22	\$ 3,462.60	\$ 3,537.40	51%	
50750 - Cap Replace - Vehicles	\$ -	\$ -	\$ -	\$ -	#DIV/0!	
50755 · Cap Improve	\$ -	\$ -	\$ -	\$ -	#DIV/0!	
50760 · Tools & Equip	\$ 26,000	\$ 7,513.04	\$ 29,863.34	\$ (3,863.34)	-15%	
50802 - Administration Fees/REFUNDS	\$ -	\$ -	\$ -	\$ -	#DIV/0!	
50810 · Dues & Subs	\$ 4,000	\$ -	\$ 300.00	\$ 3,700.00	93%	
50812 · Training	\$ 20,000	\$ 300.00	\$ 2,993.45	\$ 17,006.55	85%	
50855 · Medical Exps	\$ 3,000	\$ 90.00	\$ 180.00	\$ 2,820.00	94%	
50899 · Reserve Cap Projects	\$ 179,000	\$ -	\$ -	\$ 179,000.00	100%	
50911 - Transfer to RCM	\$ 574,000	\$ -	\$ 50,000.00	\$ 524,000.00	91%	
50920 - Contingency	\$ 91,000	\$ -	\$ -	\$ 91,000.00	100%	
50940 - Engineering Services	\$ 12,000	\$ -	\$ -	\$ 12,000.00	100%	
50955 · Interest Expense	\$ -	\$ -	\$ -	\$ -	#DIV/0!	
50969 · Chemicals	\$ 27,000	\$ 4,577.00	\$ 11,677.04	\$ 15,322.96	57%	
#1 -Thompsonville Rd-63	\$ 18,000	\$ 1,015.87	\$ 5,372.22	\$ 12,627.78	70%	
#10 - Mapleton Estates-71	\$ 4,000	\$ 90.29	\$ 1,008.86	\$ 2,991.14	75%	
#11 - Mapleton Ave-72	\$ 9,000	\$ 523.96	\$ 2,880.01	\$ 6,119.99	68%	
#12 - Bridge St-73	\$ 9,000	\$ 429.87	\$ 2,464.67	\$ 6,535.33	73%	
#13 - Stony Brook-74	\$ 5,000	\$ 308.86	\$ 1,151.12	\$ 3,848.88	77%	
#2 - Southfield-62	\$ 4,000	\$ 228.88	\$ 1,014.48	\$ 2,985.52	75%	
#3 - Mountain Road-64	\$ 15,000	\$ 1,352.65	\$ 4,648.71	\$ 10,351.29	69%	
#4 - River Blvd-65	\$ 9,000	\$ 904.97	\$ 2,543.34	\$ 6,456.66	72%	
#5 - Fairhill Lane-66	\$ 12,000	\$ 834.06	\$ 2,631.11	\$ 9,368.89	78%	
#6 - Suffield Meadows-67	\$ 10,000	\$ 309.95	\$ 5,791.71	\$ 4,208.29	42%	
#7 - Poole Rd.-68	\$ 9,000	\$ 2,134.48	\$ 3,169.39	\$ 5,830.61	65%	
#8 - Plantation Dr-69	\$ 9,000	\$ 252.77	\$ 5,431.18	\$ 3,568.82	40%	
#9 - Eagles Watch-70	\$ 6,000	\$ 338.78	\$ 1,284.38	\$ 4,715.62	79%	
#16 Prospect Hill Estates	\$ 6,000	\$ 448.85	\$ 1,642.75	\$ 4,357.25	73%	
#17 Cedar Crest Drive	\$ 6,000	\$ 175.77	\$ 1,268.09	\$ 4,731.91	79%	
#18 Wisteria Lane	\$ 6,000	\$ 243.47	\$ 1,016.44	\$ 4,983.56	83%	
#19 Malec Farms	\$ 5,000	\$ 362.72	\$ 1,220.61	\$ 3,779.39	76%	
	\$ 3,687,000	\$ 196,709.02	\$ 1,142,267.78	\$ 2,544,732.22	69%	s/d 50%

Accruals

Town of Suffield Water Pollution Control Authority
2022/2023 Operation and Maintenance Budget

2022 December	22/23 Budget	22/23 Current Month	22/23 Year To Date	22/23 Variance	22/23 % Unexpended
50160 · Payroll	\$ 1,011,000	\$ 104,300.63	\$ 436,813.78	\$ 574,186.22	57%
50220 · Social security	\$ 78,000	\$ 7,652.96	\$ 31,757.24	\$ 46,242.76	59%
50230 · Pension	\$ 106,000	\$ 8,833.33	\$ 53,000.00	\$ 53,000.00	50%
50232 · OPEB CONTRIBUTION	\$ 101,000	\$ 8,416.67	\$ 50,500.00	\$ 50,500.00	50%
50270 · Workers Comp	\$ 17,000	\$ 1,416.67	\$ 8,500.00	\$ 8,500.00	50%
50290 · Safety Supplies	\$ 14,000	\$ 295.65	\$ 2,055.18	\$ 11,944.82	85%
50341 · Legal/advice	\$ 55,000	\$ (369.10)	\$ 11,720.50	\$ 43,279.50	79%
50384 · Uniforms	\$ 7,000	\$ -	\$ 2,633.61	\$ 4,366.39	62%
50385 · Tests	\$ 29,000	\$ 4,563.64	\$ 14,361.99	\$ 14,638.01	50%
50409 · Waste disposal	\$ 176,000	\$ 14,702.85	\$ 58,724.85	\$ 117,275.15	67%
50433 · Process Equip - R&M	\$ 115,000	\$ 2,167.82	\$ 27,873.24	\$ 87,126.76	76%
50436 · R & M - Vehicles	\$ 16,000	\$ 4,710.18	\$ 10,893.14	\$ 5,106.86	32%
50439 · Service Contracts	\$ 43,000	\$ 3,583.33	\$ 21,500.00	\$ 21,500.00	50%
50445 · Plant Maint	\$ 60,000	\$ 14,527.96	\$ 34,807.75	\$ 25,192.25	42%
50446 · Collection System	\$ 45,000	\$ 207.95	\$ 589.85	\$ 44,410.15	99%
50520 · Insurance	\$ 35,000	\$ 2,916.67	\$ 17,500.00	\$ 17,500.00	50%
50521 · Employee Insur	\$ 453,000	\$ 3,822.86	\$ 120,066.34	\$ 332,933.66	73%
50530 · Postage	\$ 4,000	\$ 42.86	\$ 615.92	\$ 3,384.08	85%
50531 · Telephone	\$ 16,000	\$ 390.81	\$ 5,421.77	\$ 10,578.23	66%
50540 · Advertising	\$ 4,000	\$ -	\$ 1,477.99	\$ 2,522.01	63%
50581 · Mileage	\$ 1,000	\$ -	\$ 430.05	\$ 569.95	57%
50612 · Office supplies	\$ 16,000	\$ 598.13	\$ 4,004.24	\$ 11,995.76	75%
50622 · Electricity	\$ 175,000	\$ 11,492.79	\$ 39,248.77	\$ 135,751.23	78%
50624 · Fuel oil - heat	\$ 7,000	\$ -	\$ 576.55	\$ 6,423.45	92%
50626 · Gas - automotive	\$ 18,000	\$ 1,830.92	\$ 9,883.22	\$ 8,116.78	45%
50627 · Water	\$ 7,000	\$ 1,477.22	\$ 3,462.60	\$ 3,537.40	51%
50750 · Cap Replace - Vehicles	\$ -	\$ -	\$ -	\$ -	#DIV/0!
50755 · Cap Improve	\$ -	\$ -	\$ -	\$ -	#DIV/0!
50760 · Tools & Equip	\$ 26,000	\$ 7,513.04	\$ 29,863.34	\$ (3,863.34)	-15%
50802 · Administration Fees/REFUNDS	\$ -	\$ -	\$ -	\$ -	#DIV/0!
50810 · Dues & Subs	\$ 4,000	\$ -	\$ 300.00	\$ 3,700.00	93%
50812 · Training	\$ 20,000	\$ 300.00	\$ 2,993.45	\$ 17,006.55	85%
50855 · Medical Exps	\$ 3,000	\$ 90.00	\$ 180.00	\$ 2,820.00	0%
50899 · Reserve Cap Projects	\$ 179,000	\$ 14,916.67	\$ 89,500.00	\$ 89,500.00	50%
50911 · Transfer to RCM	\$ 574,000	\$ 47,833.33	\$ 287,000.00	\$ 287,000.00	50%
50920 · Contingency	\$ 91,000	\$ 7,583.33	\$ 45,500.00	\$ 45,500.00	50%
50940 · Engineering Services	\$ 12,000	\$ -	\$ -	\$ 12,000.00	0%
50955 · Interest Expense	\$ -	\$ -	\$ -	\$ -	#DIV/0!
50969 · Chemicals	\$ 27,000	\$ 4,577.00	\$ 11,677.04	\$ 15,322.96	57%
#1 -Thompsonville Rd-63	\$ 18,000	\$ 1,015.87	\$ 5,372.22	\$ 12,627.78	70%
#10 - Mapleton Estates-71	\$ 4,000	\$ 90.29	\$ 1,008.86	\$ 2,991.14	75%
#11 - Mapleton Ave-72	\$ 9,000	\$ 523.96	\$ 2,880.01	\$ 6,119.99	68%
#12 - Bridge St-73	\$ 9,000	\$ 429.87	\$ 2,464.67	\$ 6,535.33	73%
#13 - Stony Brook-74	\$ 5,000	\$ 308.86	\$ 1,151.12	\$ 3,848.88	77%
#2 - Southfield-62	\$ 4,000	\$ 228.88	\$ 1,014.48	\$ 2,985.52	75%
#3 - Mountain Road-64	\$ 15,000	\$ 1,352.65	\$ 4,648.71	\$ 10,351.29	69%
#4 - River Blvd-65	\$ 9,000	\$ 904.97	\$ 2,543.34	\$ 6,456.66	72%
#5 - Fairhill Lane-66	\$ 12,000	\$ 834.06	\$ 2,631.11	\$ 9,368.89	78%
#6 - Suffield Meadows-67	\$ 10,000	\$ 309.95	\$ 5,791.71	\$ 4,208.29	42%
#7 - Poole Rd.-68	\$ 9,000	\$ 2,134.48	\$ 3,169.39	\$ 5,830.61	65%
#8 - Plantation Dr-69	\$ 9,000	\$ 252.77	\$ 5,431.18	\$ 3,568.82	40%
#9 - Eagles Watch-70	\$ 6,000	\$ 338.78	\$ 1,284.38	\$ 4,715.62	79%
#16 Prospect Hill Estates	\$ 6,000	\$ 448.85	\$ 1,642.75	\$ 4,357.25	73%
#17 Cedar Crest Drive	\$ 6,000	\$ 175.77	\$ 1,268.09	\$ 4,731.91	79%
#18 Wisteria Lane	\$ 6,000	\$ 243.47	\$ 1,016.44	\$ 4,983.56	83%
#19 Malec Farms	\$ 5,000	\$ 362.72	\$ 1,220.61	\$ 3,779.39	76%
	\$ 3,687,000	\$ 290,352.37	\$ 1,479,971.48	\$ 2,207,028.52	60%

s/b
50%

Town of Suffield WPCA Administration Fund

02/06/23

Trial Balance

Accrual Basis

As of December 31, 2022

	Dec 31, 22	
	Debit	Credit
10141 • Cash - FNB	174,965.51	
10142 • Transfer - FNB	0.00	
10143 • Cash - TD Bank	2,846,072.53	
10144 • WPCA Reserve Fund	459,286.89	
10145 • Petty Cash	0.00	
10146 • Lockbox	0.00	
10926 • INVOICE CLOUD	10,921.22	
10927 • Scanned Account - Town TDBank	5,482.96	
10203 • Accounts Receivable	325,330.85	
10207 • Septage Fees Receivable	4,235.24	
10209 • DEP Grant Receivable	0.00	
1140 • Prison Grant Receivable	0.00	
10920 • Inventory Asset	0.00	
10921 • Deposit clearing	0.00	
10922 • Prepaid Expense	0.00	
10923 • Uncategorized Income	0.00	
10924 • Undeposited Funds	0.00	
1200 • Grants receivable	0.00	
10800 • Capital Contributions (from RCM		777,287.28
10801 • Buildings	10,646,917.50	
10802 • Construction in Progress	325,158.32	
10803 • Land	16,038,335.00	
10804 • Land improvement	0.00	
10805 • Vehicles	822,091.00	
10806 • Equipment	17,889,774.22	
10807 • Jet Truck	0.00	
10808 • Less accumulated depreciation		28,132,536.96
10809 • Infrastructure	1,446,193.43	
10925 • Deferred costs	0.00	
20201 • Accounts Payable		1,084.29
20204 • Payroll Payable	0.00	
20450 • Loans Payable To Town	0.00	
2050 • Accrued Payroll	0.00	
20601 • Lease Liability	0.00	
20205 • Clerk of the works	0.00	
20402 • Due to other funds	382.90	
20403 • Due to Town (aka 20403)	40.70	
20404 • Due to Sewer Project (RCM)	0.10	
20451 • Accrued Expenses		11,567.43
20801 • Due to GF (aka 20860)		195.73
20602 • Capital Lease Liability - L/T		195,269.58
30350 • Retained Earnings		23,103,960.07
30910 • FUND BALANCE-UNRESERVED-contra	2,136,209.95	
3100 • Opening Bal Equity		0.10
40402 • Interest income		20,942.14
40596 • User charges		1,977,152.23
40597 • Penalties and interest		13,351.60
40598 • Permits/septic		29,804.39
40803 • Miscellaneous income		10,514.30
4500 • Transfer in	0.00	
50160 • Payroll	436,813.78	
50220 • Social security	31,757.24	
50230 • Pension	106,046.00	
50270 • Workers compensation	17,903.79	
50290 • Safety/Wellness	2,055.18	
50341 • Legal/advice	11,720.50	
50384 • Uniforms/cleaning	2,633.61	
50385 • Tests	14,642.87	
50409 • Waste disposal	58,724.85	
50433 • Process equip - repair/main	28,124.28	
50436 • R & M - vehicles	10,893.14	
50439 • Service maintenance contracts	26,867.58	
50445 • Plant maintenance	53,976.85	
50446 • Collection system main	4,789.85	

12:43 PM

Town of Suffield WPCA Administration Fund

Trial Balance

02/06/23

Accrual Basis

As of December 31, 2022

	Dec 31, 22	
	Debit	Credit
50520 · Property/liability/umbrella ins	34,478.93	
50521 · Employee insurance	120,066.34	
50530 · Postage	615.92	
50531 · Telephone	5,421.77	
50540 · Advertising	1,477.99	
50581 · Mileage/car allowance	430.05	
50612 · Office supplies	4,004.24	
50622 · Electricity	56,270.39	
50624 · Fuel oil - heat	3,688.50	
50626 · Gas - automotive	9,883.22	
50627 · Water	3,501.27	
50760 · Tools and equipment	30,329.15	
50802 · Refunds	0.00	
50810 · Dues and Subscriptions	300.00	
50812 · Training	2,993.45	
50855 · Medical expenses	180.00	
50911 · Transfer to RCM	50,000.00	
50969 · Chemicals	11,677.04	
TOTAL	54,273,666.10	54,273,666.10

12:46 PM

02/06/23

Accrual Basis

Town of Suffield Sewer Project Fund

Trial Balance

As of December 31, 2022

	Dec 31, 22	
	Debit	Credit
10143 · Cash - CADRE	8,780.83	
10147 · Cash - WPCA RCA	38,362.94	
10148 · Cash - Reich & Tang	0.00	
10209 · - Grants Receiveable		0.10
20801 · Due from general fund	0.00	
20201 · Accounts payable	0.00	
20501 · Deferred revenue	0.18	
20701 · Due to other agencies		0.02
2100 · Due to general fund	0.00	
30300 · Opening Bal Equity	0.00	
30301 · Fund balance		103,538.20
40402 · Interest		267.29
40808 · Transfers in		50,000.00
50785 · Sewer Development	15,951.25	
50786 · Plant Upgrades	90,710.41	
TOTAL	153,805.61	153,805.61

12:50 PM

Town of Suffield Sewer Assessment Fund

Trial Balance

02/06/23

As of December 31, 2022

Accrual Basis

	Dec 31, 22	
	Debit	Credit
10143 · Cash - CADRE	682,225.68	
10149 · Cash - WPCA Assessment	262,751.60	
10250 · Assessments	161,051.75	
10601 · Due From Other Accounts	0.00	
1150 · Deposit Clearing	0.00	
1200 · Due from general fund	0.00	
20201 · Accounts Payable		35.00
20400 · Due to general fund	0.00	
20402 · Due To Other Funds		5,828.19
20501 · Deferred revenue		161,051.75
20501 · Deferred revenue:2210 · Assessments paid in advance	0.00	
30301 · Fund balance		809,981.48
40025 · Revenue - Assessments		34,004.27
40035 · Revenue - Liens, interest, fees		3,719.07
40040 · Developers Agreements		86,985.00
40402 · Revenue - Use of Money & Proper		4,424.27
TOTAL	<u>1,106,029.03</u>	<u>1,106,029.03</u>

12:52 PM
02/06/23
Accrual Basis

Kent Farms Reserve
Trial Balance
As of December 31, 2022

	Dec 31, 22	
	Debit	Credit
10111 - Cash	114,644.95	
20860 - DT/DF WPCA	0.00	
Opening Balance Equity		146,215.81
Retained Earnings	32,338.59	
40402 - Interest Income		767.73
TOTAL	146,983.54	146,983.54

TOWN OF SUFFIELD WPCA

844 East Street South, Suffield, CT 06078
www.suffieldct.gov



Julie Nigro
Business Administrator
jnigro@suffieldct.gov
860-668-3856

To: WPCA Commission

From: Julie Nigro, WPCA Business Administrator *JMN*

CC:

Date: February 14, 2023

Re: Delinquent Accounts

We collected \$6,474.72 in the month of January – 19.42% of the major delinquents.

Our overall delinquent balance is \$149,356.20, with \$112,390.45 being the 2022 Sewer use, and a collection rate of 93.82% thru the end of January.

Two accounts PAID IN FULL

One account was re-negotiated to a 2-year payment plan

PAST DUE AS OF JANUARY 31, 2023

YEAR BILLED	BILLED	TOT Paid	Tax Due	INT Due	Lien Due	Fee Due	Total Due	Collection Rate to Date
YEAR 2016	1,222,560.34	1,222,560.34	0.00	0.00	0.00	0.00	0.00	100.00%
YEAR 2017	1,286,911.21	1,286,601.21	310.00	311.55	24.00	0.00	645.55	99.98%
YEAR 2018	1,339,846.52	1,339,058.31	788.21	284.43	24.00	446.53	1,543.17	99.94%
YEAR 2019	1,445,473.70	1,443,534.38	1,939.32	956.64	96.00	3,642.95	6,634.91	99.87%
YEAR 2020	1,465,371.73	1,460,948.34	4,423.39	1,550.68	216.00	4,621.43	10,811.50	99.70%
YEAR 2021	1,544,595.53	1,531,569.89	13,025.64	3,488.98	816.00	0.00	17,330.62	99.16%
YEAR 2022	1,572,073.13	1,474,866.30	97,206.83	15,183.62	0.00	0.00	112,390.45	93.82%
GRAND TOTAL			<u>117,693.39</u>	<u>21,775.90</u>	<u>1,176.00</u>	<u>8,710.91</u>	<u>149,356.20</u>	

Collection Rate Comparison to Last Year - Same Month

