

**EAST LYME WATER & SEWER COMMISSION  
REGULAR MEETING  
TUESDAY, OCTOBER 24, 2023  
MINUTES**

The East Lyme Water & Sewer Commission held a Regular Meeting on October 24, 2023. Chairman Kevin Seery called the Regular Meeting at 7:00 PM.

**PRESENT:** Kevin Seery Chairman, Steve DiGiovanna, Dave Murphy, Dave Bond, Dave Zoller, Carol Russell, Roger Spencer, Michelle Williams

**ABSENT:** Ken Roberts

**ALSO PRESENT:** Joe Bragaw, Public Works Director  
Matt Garneau, Utility Engineer  
Ben North, Chief Operating Officer  
Kevin Gervais, Finance Director  
Attorney Mark Zamarka, Town Counsel

RECEIVED FOR RECORD  
EAST LYME, CT  
2023 OCT 31 P 1:24  
Carol Russell  
TOWN CLERK

**1. Call to Order/Pledge of Allegiance**

Chairman Kevin Seery called the Regular Meeting for the Town of East Lyme Water and Sewer Commission to order at 7:00 PM. The Pledge was previously observed.

**2. Approval of Minutes**

Regular Meeting Minutes – September 23, 2023

Mr. Seery called for a motion to approve or any discussion on the Regular Meeting Minutes of September 23, 2023.

**\*\*MOTION (1)**

**Mr. DiGiovanna moved to approve the Regular Meeting Minutes of September 23, 2023, as presented.**

**Mr. Murphy seconded the motion.**

**Vote: 7- 0- 1**

**The motion passed.**

**Abstained: Mrs. Williams**

**3. Delegations**

Mr. Seery called for delegations. There was one delegation – Mr. Marchese of 64 Society Rd. was present. Mr. Seery told Mr. Marchese that he would be able to speak shortly.

**4. Correspondence Log**

Mr. Seery mentioned that there is one correspondence from New London and that more would be discussed during the Chairman's report.

## **5. Billing Adjustments/Disputes**

### **a. 64 Society Rd**

Mr. Seery asked Mr. North to speak about the billing adjustment presented.

Mr. North noted that Mr. Marchese had reached out to us after the last bill and delinquent notices were sent out and noted that he had an outstanding balance in his water and sewer account. There was a water line installed at this address about ten years ago and Mr. Marchese had been using the water and paying his bill until 2017 when he went back to using his drinking water well. Mr. North noted that the account has been active and has been incurring the flat charge as part of the water service that is charge as the basis of having water brought to a home to be used at any time. Mr. Marchese would like to reach some sort of agreement to bring this account to good standing with the commission and start using city water again. Mr. North asked Mr. Marchese if he would fill in on any detail missed.

Mr. Marchese mentioned that he had been using the well and would like to restart the usage of city water again. He said that the bill had mushroomed because he was not paying the flat fee. He says that he is on a tight budget but could front \$500 at this time. He will then turn off the well from the inside and reconnect to the public water.

Mr. Seery clarified with Mr. North that there were no use charges. Mr. North confirmed that was just the flat fee that was being charged.

Mr. Seery asked Mr. North if there were any recommendations. Mr. North answered that half of the bill would be a good compromise. Mr. North mentioned that the bill today is around \$1300.00.

Mr. Murphy wanted to know if there are a lot of cases like this one. Mr. North responded that this is the only case he knew of.

Mrs. Williams asked if a meter was installed at the location and if readings were done. Mr. North responded that there is a meter, but reading will have to be done during the inspection of water reconnection.

Mr. Marchese commented that a new meter needs to be installed. He had received notices.

Mr. North mentioned that installing a new meter will be part of getting the account ready again.

Mrs. Russell asked to clarify when the service went in and when it was shut off. Mr. North responded that water was installed in 2011 and shut off in 2017.

Mr. North mentioned that during the time of meter replacement, if there was a large discrepancy in the reading of the old meter, the account will be readjusted.

Mrs. Russell wanted to make sure that this adjustment would not set a precedent and that the shut-off and turn-on fees are added to the bill.

### **\*\*MOTION (2)**

**Mr. Murphy made a motion to approve an adjustment to Mr. Marchese's account from the current balance of \$1,320.53 to \$660.00 to allow him to bring his account into good standing and remove any liens on his property. On the condition that this does not include the turn-on fee at the time water is turned back on and there is no other usage recorded on his meter at the turn on.**

**Mr. DiGiovanna seconded the motion.**

**Vote 7 – 1 – 0**

**The motion passed.**

**Against: Mr. Spencer**

## **6. Approval of Bills**

Mr. Seery called for the approval of Invoices for Well 5 Lagoon Expansion Project and DOT Water and Sewer Relocation Project.

Mr. Murphy asked Mr. Garneau where Tighe and Bond stands with work being done.

Mr. North responded that they are 90% design completion right now. More will be shared about that in the next meeting.

### **\*\*MOTION (3)**

**Mr. DiGiovanna moved to approve the following Well 5 Lagoon Expansion Project bill: Tighe and Bond Inv. #140610034 in the amount of 6,835.00.**

**Mr. Zoller seconded the motion.**

**Vote: 8 - 0 - 0.**

**Motion passed.**

### **\*MOTION (4)**

**Mr. DiGiovanna moved to approve the following DOT Water and Sewer Relocation Project bill: Weston & Sampson Inv. #10231070 in the amount of \$200.00**

**Mr. Zoller seconded the motion.**

**Vote: 8 – 0 - 0**

**Motion passed.**

## **7. Finance Director Report**

Mr. Gervais reviewed his reports for the Water and Sewer Budgets and Expenses with the Commission. (Attached to Minutes).

Mr. Gervais noted that they had collected 8.9% of sewer revenue to date, just shy of \$250,000. He also mentioned that compared to the same time last year, only 5.25% was collected. For water 4.25% of water revenue to date has been collected compared to last year at the same time, only 3% was collected. Both collecting revenue are trending higher than the prior year.

Mr. Gervais went on to review the expense reports. He mentioned that what he is looking for is less than 25% at the end of the quarter. Mr. Gervais noted that Sewer has expanded 23% so far. The water side has spent about 1M dollars which puts the expense at 33% so far.

Mr. Gervais reviewed the Sewer Assessment Fund Balance Sheet – most of the money for sewer assessment in a STIF account and collecting interest of 4.5%.

Mr. Bragaw noted that on the water budget the line on the Budget Sheet Report that says meter deposit and shows \$189,640 will go away once we pay the meter deposit interest.

**Mr. Gervais was excused and left the meeting at 7:20 PM**

**Mr. Seery asked someone to move to go into the Executive session of the meeting.**

### **\*\*MOTION (5)**

**Mr. Zoller moved to go into the Executive session of the meeting and Joe Bragaw, Matt Garneau and Ben North will be allowed to stay.**

**DiGiovanna seconded the motion.**

**Vote: 8 – 0 - 0**

**Motion passed.**

**\*\*\*Recording Secretary left the meeting room\*\*\***

#### **8. Executive Session – Pending Litigation RE Landmark Regulation Appeal**

#### **9. Executive Session – Pending Litigation RE Sewer Assessments**

**\*\*\*Recording Secretary was called back into meeting room and Mr. Seery asked to note Executive Sessions over at 7:41 and that no action was taken\*\*\***

#### **10. Discussion on Proposed Water and Sewer Rates for FY2024 and Set Public Hearing**

Mr. Bragaw mentioned that he would go over East Lyme Water and Sewer Rates. Mr. Bragaw gave an overall description of proposed changes.

- . Target increase for water is 8% and sewer 5%
- . The rates schedule will have to change once we go into quarterly billing.
- . Until the new billing software, Munis, replaces the existing MCSJ software, it will be extremely hard to change to quarterly billing. One of the reasons is that most people pay their bill with on-line banking and the checks are sent in without account numbers, creating extra manual work for the office staff. With Munis, payment will be made and transitioned directly into the customers' accounts. Munis will be available for the town in July 2024. In July 2025, it will become available for utility billing.
- . Quarterly billing will be on May 1<sup>st</sup>, August 1<sup>st</sup>, November 1<sup>st</sup> and February 1<sup>st</sup>. Two of the quarterly billings will stay the same as the existing billings.
- . Another point is that the water and sewer have not been able to build up a cash reserve and to adequately fund capital projects. The rate will have to increase to accomplish both.
- . The commission should consider hiring a consultant to help with the rate study.
- . All meter deposit principals have now been returned to property owners, but the interest will still have to be returned.

Mr. Bragaw went over the Proposed Sewer Rates – (document shared during the meeting). Mr. Bragaw asked if there were any questions about the proposed rates.

Mrs. Williams asked if there are many "flat fee well" customers. Mr. North responded that there are not many. Probably about 40 to 50 customers. Mr. Bragaw reiterated that a meter will be installed on those wells and no services will be unmetered any longer.

Mr. Bond asked with all this projected budgeting if there are future budget numbers for the New London Sewer Plant upgrade. Mr. Bragaw said that he will be working with the subcommittee to plan for that.

Mr. Bragaw also said that he has a very detailed, comprehensive plan that covers future Capital Projects.

Mr. Bragaw says that the department is keeping good communication with New London. Mr. Bragaw said that he has been planning for it and ramping up the numbers for Sewer and Water's pay offs to the Sewer Assessment fund. Both payoffs will probably be done within six years.

Mrs. Williams asked if the rate study should include a cost-of-service study – we should know what it costs to service an average residential customer compared to a business/restaurant customer or industrial customer.

Mr. Garneau mentioned that one of the first things a rate study consultant is going to ask is what is your "CIP"? What is your ten-year capital plan? And, that these will need to be incorporated in the rate planning.

Mr. North mentioned that there will be a need of probably \$150k to be chipped-in to the New London Water Treatment "Clarifier" that will probably cost Waterford and New London about \$1M. He also

mentioned that we must start looking into funding for upcoming projects such as the force main and the Bridebrook pump station upgrade. He mentioned that we need to decide how they are going to be funded – we need to decide if we are going to bond them out or, we will need to start building revenues.

Mr. Bragaw went over the Proposed Water Rates – (document shared during the meeting). Mr. Bragaw asked if there were any questions about the proposed rates.

Mrs. Russell asked for more clarification on the New Water Tap only fee.

Mr. North explained that customers can hire a contractor to do the excavation work on the road and perform the restoration of that work as well. This fee would cover the tapping of the water service to the curb.

Mrs. Russell also wanted to bring up the hydrant fees paid by the Town. She mentioned that the goal was to bring it back to the 2019 charges of about \$74K.

Mr. Bragaw mentioned that this year the Town hydrant bill will be \$70K.

Mrs. Russell mentioned the need to increase the cost of each Town hydrant cost to at least \$100.

Mr. Seery asked if Mrs. Russell would like to make a motion to increase it to \$100.

Mr. Bragaw pointed out that the rate of increase in the cost of hydrants bill for the Town is at 10% per year and it will be at \$100 in a couple of years.

Mr. Seery asked the commission to move on to the next item.

**Mr. Seery asked someone to move to go into the Executive session of the meeting.**

**\*\*MOTION (6)**

**Mrs. Williams moved to have the Public Hearing Meeting for the Water and Sewer Rates on Dec. 12<sup>th</sup> at 6:30 PM**

**Mr. Digiovanna seconded the motion.**

**Vote: 8 – 0 - 0**

#### **11. Discussion and Possible Action on an Additional Appropriation for Niantic Pump Station Rehabilitation Project**

Mr. North said that he needed another \$175k to cover another part of the project and other services that have come higher than anticipated. This extra fund would pay for parts, services, and a little contingency prior to starting the project.

**\*\*MOTION (7)**

**Mr. DiGiovanna moved to approve and transfer \$175,000 from funds available in the Sewer Assessment Fund to “Niantic Pump Station Rehabilitation Project” Account No. 85-70-007-700-710 to fully fund the work to be completed at the Niantic Pump Station**

**Mr. Zoller seconded the motion.**

**Vote: 8 – 0 - 0**

**Motion passed.**

#### **12. Discussion and Possible Action on Meter Pit Project for Flanders Elementary and East Lyme High School**

Mr. North reminded that the commission had seen this issue in January of this year as part of the December packet where the existing meter issue was identified between the East Lyme High School and the Flander Elementary School. The commission decided that we would buy and install the meters and the cost will probably be close to \$100K.

Mr. Bragaw mentioned that in the past the Board of Education pointed out that they did not have the funds for it. So, the best solution would be that the Water and Sewer Commission to approve the finance terms. Mr. Bragaw discussed with Maryanna Stevens, BOE Finance Director, about adding the cost of loan to their budget. The BOE is fine with a 7-year loan at 5% interest which they may pay back sooner.

**\*\*MOTION (7)**

**Mr. Murphy moved to approve to request reimbursement of the Sewer Assessment Fund account 03-70-724-700-703 from the Board of Education for costs incurred by the Water and Sewer Commission for the installation of two metering systems at the Flanders Elementary School and East Lyme High School with a payback period of 7 years at 5% interest rate. The estimated project cost is approximately \$100,000 but the final amount of the project will be determined at its completion in April 2024. The initial payment will begin on August 1, 2024, and will be paid yearly on that date thereafter until the reimbursement is complete.**

**Mr. Spencer seconded the motion.**

**Vote: 8 – 0 - 0**

**Motion passed.**

**13. Project Updates**

**a. Meter Replacement Project**

Mr. Garneau reported that the program is moving along in a fine manner and that another 198 meters were replaced in September bringing the total to 92% completion. The project is slowing down in terms of appointments and volume but is still making progress.

**b. Well 2A Raw Water Transmission Main Project**

Mr. Garneau says that the Raw Water Transmission Main Project has been completed to connect the Well 2A to the Bridebrook Treatment plant. The Transmission Main has not yet been used because we need to upgrade the water treatment plant and get state approval.

**14. Chairman's Report**

Mr. Seery wanted to cover the communication log at this time. In particular, the letter from New London in which they asked us if we have done any testing for PFAS in our water systems.

Mr. North responded that we would probably sample all our well sites in May but we could also sample it in November. There is no restriction on when we can do our own sampling of water.

Mr. Seery said that the commission would approve because a lot of people are concerned about it and it would help ease such concerns and everybody should be notified that it is not a problem.

Mrs. Williams recommended that we could do the preliminary testing prior to the end of the year. She believes that the EPA is expected to release their Maximum Contaminant Levels of PFAS by the end of the year. She foresees, at a minimum, we will be getting calls from customers about levels in our treatment plant. It would probably be good for us to know if we have anything in our water sources prior to the end of the year.

Mrs. Russell asked if had looked in state funding for the testing.

Mr. North answered that because our town has over 10k residents that we do not qualify for test funding. The cost per test should be about \$3k.

Mr. Seery mentioned that the November meeting will be cancelled and that this would be his last meeting as part of the Water and Sewer Commission. He thanked the Commission for its commitment and said that he has always been impressed by the level of knowledge, expertise, and care that the members put into being part of it.

Mr. Seery mentioned the passing of former commission member, Joe Mingo. Funds were collected for donations to Care and Share.

#### **15. Staff Updates**

##### **a. Water Department Monthly Report**

Mr. North mentioned that water production is 15% lower and attributes it to the amount of rain we had. Mr. Bragaw mentioned that last year's numbers were a lot higher because of drought conditions – a lot more people were watering their lawns.

Mr. Bragaw mentioned that Vinny McGinty, foreman, is retiring next week.

##### **b. Sewer Department Monthly Report**

Mr. Zoller asked if there are actual flow numbers for Pine Grove.

Mr. North responded that there is no metering system at Pine Grove pump station.

#### **16. Future Agenda Items**

#### **17. Adjournment**

Mr. Seery called for a motion to adjourn.

#### **\*\*MOTION (11)**

**Mr. DiGiovanna moved to adjourn this Regular Meeting of the East Lyme Water and Sewer Commission at 8:26 PM.**

**Mr. Zoller seconded the motion.**

**Vote 8 – 0 – 0**

**The motion passed.**

Respectfully submitted.

Tania Ranelli  
Recording Secretary

Town of East Lyme  
 Water and Sewer Commission  
 Finance Director Reports  
 Revenue Summary by Month

October 2023 |

Sewer Department						
Account No	Description	Total	Jul	Aug	Sep	Oct
06-01-100-600	METERED SEWER SERVICE	\$ 111,668	\$ 37,833	\$ -	\$ 38,955	\$ 34,880
06-01-100-621	DELINQUENT INTEREST(W)	\$ 2,714	\$ -	\$ -	\$ 2,714	\$ -
06-05-100-044	Maintenance Fees	\$ 2,097	\$ -	\$ 1,398	\$ 699	\$ -
06-05-100-550	PERMITS	\$ 80	\$ -	\$ -	\$ 80	\$ -
06-07-700-701	INVESTMENT INTEREST	\$ 15,530	\$ -	\$ 15,530	\$ -	\$ -
06-11-400-007	DUE FM WATER-Sewer Sales(W)	\$ 108,907	\$ 108,907	\$ -	\$ -	\$ -
06-11-400-008	Due Fm Water(Delq Interest)	\$ 3,661	\$ 947	\$ -	\$ 2,714	\$ -
<b>Grand Total</b>	<b>Count: 18</b>	<b>\$ 244,656</b>	<b>\$ 147,687</b>	<b>\$ 16,928</b>	<b>\$ 45,161</b>	<b>\$ 34,880</b>
<b>FY24 Budget</b>		<b>\$ 2,727,495.00</b>	<b>8.97%</b>			
<b>FY23 Budget</b>		<b>\$ 2,479,498.00</b>	<b>5.24%</b>			

Water Department						
Account No	Description	Total	Jul	Aug	Sep	Oct
07-01-100-400	METERED WATER SERVICE	\$ 70,572	\$ 21,966	\$ 25,904	\$ 22,702	\$ -
07-01-100-404	DELQ INT-WATER SERVICE	\$ 7,298	\$ 2,963	\$ 4,035	\$ 300	\$ -
07-02-200-401	BENEFIT CHARGES	\$ 850	\$ -	\$ -	\$ 850	\$ -
07-02-200-405	CONNECTION CHARGES	\$ 6,000	\$ -	\$ -	\$ 6,000	\$ -
07-03-300-471	SALE OF METERS/HYDRANTS	\$ 653	\$ -	\$ -	\$ 653	\$ -
07-05-100-471	MISC/TURN OFF-ON/ADM FEES	\$ 8,184	\$ 1,370	\$ 4,244	\$ 2,570	\$ -
07-07-700-700	INVESTMENT INTEREST	\$ 23,931	\$ -	\$ 23,931	\$ -	\$ -
07-07-700-702	STIF0420-F7	\$ 18,113	\$ 8,063	\$ 5,566	\$ 4,484	\$ -
07-08-800-472	LEASE/RENTAL	\$ 13,888	\$ -	\$ -	\$ 13,888	\$ -
07-11-300-005	AR CONNECTION/BENEFIT PYMTS	\$ 30,840	\$ 12,025	\$ -	\$ 18,815	\$ -
07-11-300-008	AR HYDRANT	\$ 6,825	\$ -	\$ 6,825	\$ -	\$ -
<b>Grand Total</b>	<b>Count: 18</b>	<b>\$ 187,155</b>	<b>\$ 46,387</b>	<b>\$ 70,505</b>	<b>\$ 70,263</b>	<b>\$ -</b>
<b>FY24 Budget</b>		<b>\$ 4,318,735</b>	<b>4.33%</b>			
<b>FY23 Budget</b>		<b>\$ 4,113,081</b>	<b>3.17%</b>			



Range of Accounts: 06- - - - to 06-99- - - Include Cap Accounts: Yes As Of: 10/05/23  
Skip Zero Activity: Yes

NOTE: This report includes ONLY activity originally Budgeted/Charged to Budget Year 4.  
Prior Year Budgeted/Encumbered/Payable amounts rolled to Budget Year 4 have been EXCLUDED.

Account No	Description	Budgeted	Transfers	Encumber	Net Expd/Reimb	Payable	Balance YTD	%Used
06-00-000-000-000	SEWER DEPARTMENT							
06-01-114-000-000	OPERATIONS, MAINTENANCE AND AD							
06-01-114-100-121	FICA/Medicare	44,900.00	0.00	0.00	9,359.01	0.00	35,540.99	21
Department: 114	OPERATIONS, MAINTENANCE AND AD Total	44,900.00	0.00	0.00	9,359.01	0.00	35,540.99	21
06-01-200-000-000	EQUIPMENT							
06-01-200-100-007	Vehicle - Lease Payment	18,856.00	0.00	0.00	5,375.51	0.00	13,480.49	29
Department: 200	EQUIPMENT Total	18,856.00	0.00	0.00	5,375.51	0.00	13,480.49	29
06-01-300-000-000	OPERATION & MAINTENANCE							
06-01-300-100-000	OPER & MAINT PAY AND BENEFITS							
06-01-300-100-101	SALARIES & WAGES	320,300.00	0.00	0.00	85,888.28	0.00	234,411.72	27
06-01-300-100-102	Field OT	59,000.00	0.00	0.00	19,254.90	0.00	39,745.10	33
06-01-300-100-122	PERSONNEL BENEFITS	154,000.00	0.00	91,639.72	48,103.84	0.00	14,256.44	91
06-01-300-500-000	OPERATIONS & MAINTENANCE EXPEN							
06-01-300-610-210	TREATMENT PLANT & SYSTEM FEE	992,800.00	0.00	207,202.77	227,797.23	0.00	557,800.00	44
06-01-300-610-215	MAINTENANCE OF PUMP STA EQUIP	80,000.00	0.00	10,520.51	8,101.55	0.00	61,377.94	23
06-01-300-610-217	Maintenance of Wet wells	60,000.00	0.00	44,336.76	70.02	0.00	15,593.22	74
06-01-300-610-220	MAINTENANCE OF SYSTEM	12,000.00	0.00	448.51	1,269.91	0.00	10,281.58	14
06-01-300-610-221	Infiltration/Inflow Improvements	1,000.00	0.00	0.00	0.00	0.00	1,000.00	0
06-01-300-610-225	MATERIALS & SUPPLIES	11,500.00	0.00	5,597.01	2,008.91	0.00	3,894.08	66
06-01-300-610-230	UTILITIES	165,000.00	0.00	67,891.98	32,108.02	0.00	65,000.00	61
06-01-300-610-231	Telephones	5,900.00	0.00	3,863.73	686.27	0.00	1,350.00	77
06-01-300-610-235	FUEL OIL AND GASOLINE	29,800.00	0.00	15,933.39	2,974.41	0.00	10,892.20	63
06-01-300-610-240	CHEMICALS	175,000.00	0.00	73,389.72	37,819.84	0.00	63,790.44	64
06-01-300-610-250	O&M EXPENSE	16,140.00	0.00	5,550.00	531.46	0.00	10,058.54	38
06-01-300-610-260	MAINTENANCE OF VEHICLES	8,500.00	0.00	2,260.59	2,842.63	0.00	3,396.78	60
Department: 300	OPERATION & MAINTENANCE Total	2,090,940.00	0.00	528,634.69	469,457.27	0.00	1,092,848.04	48
06-01-400-000-000	ADMINISTRATION PAY AND BENEFIT							
06-01-400-100-101	SALARIES & WAGES	207,200.00	0.00	0.00	50,351.12	0.00	156,848.88	24
06-01-400-200-000	ADMINISTRATION GENERAL							
06-01-400-200-140	LEGAL & ACCOUNTING	18,300.00	0.00	2,000.00	0.00	0.00	16,300.00	11

Account No	Description	Budgeted	Transfers	Encumber	Net Expd/Reimb	Payable	Balance YTD	%Used
06-01-400-200-210	OUTSIDE SERVICES	21,600.00	0.00	6,600.00	8,680.79	0.00	6,319.21	71
06-01-400-200-290	INSURANCE P,D&L	40,000.00	0.00	6,416.08	19,248.28	0.00	14,335.64	64
06-01-400-300-243	PROFESSIONAL DEVELOPMENT	3,000.00	0.00	0.00	0.00	0.00	3,000.00	0
06-01-400-300-320	SUPPLIES & MISCELLANEOUS	2,200.00	0.00	500.00	0.00	0.00	1,700.00	23
Department: 400	ADMINISTRATION PAY AND BENEFIT Total	292,300.00	0.00	15,516.08	78,280.19	0.00	198,503.73	32
06-01-500-500-000	CAPITAL REPLACEMENT/IMPROVEMEN							
06-01-500-500-310	CAPITAL REPLACEMENT RESERVE	100,000.00	0.00	0.00	0.00	0.00	100,000.00	0
06-01-500-500-330	NEW SERVICES/PROJECTS	80,500.00	0.00	0.00	0.00	0.00	80,500.00	0
Department: 500	Total	180,500.00	0.00	0.00	0.00	0.00	180,500.00	0
06-01-600-600-000	OPERATING RESERVE							
06-01-600-600-400	CONTINGENCY	50,000.00	0.00	0.00	50,000.00	0.00	0.00	100
Department: 600	Total	50,000.00	0.00	0.00	50,000.00	0.00	0.00	100
06-01-800-800-801	OTO - Operating Transfer Out	50,000.00	0.00	0.00	0.00	0.00	50,000.00	0
Department: 800	Total	50,000.00	0.00	0.00	0.00	0.00	50,000.00	0
Fund: 06	SEWER DEPARTMENT Budgeted Total	2,727,496.00	0.00	544,150.77	612,471.98	0.00	1,570,873.25	42
Fund: 06	SEWER DEPARTMENT Non-Budgeted Total	0.00	0.00	0.00	0.00	0.00	0.00	0
Fund: 06	SEWER DEPARTMENT Total	2,727,496.00	0.00	544,150.77	612,471.98	0.00	1,570,873.25	42
Final Budgeted		2,727,496.00	0.00	544,150.77	612,471.98	0.00	1,570,873.25	42
Final Non-Budgeted		0.00	0.00	0.00	0.00	0.00	0.00	0
Final Total		2,727,496.00	0.00	544,150.77	612,471.98	0.00	1,570,873.25	42

Range of Accounts: 07- - - - to 07-9 - - - Include Cap Accounts: Yes As Of: 10/05/23  
Skip Zero Activity: Yes

NOTE: This report includes ONLY activity originally Budgeted/Charged to Budget Year 4.  
Prior Year Budgeted/Encumbered/Payable amounts rolled to Budget Year 4 have been EXCLUDED.

Account No	Description	Budgeted	Transfers	Encumber	Net Expd/Reimb	Payable	Balance YTD	%Used
07-00-000-000-000	WATER DEPARTMENT							
07-01-114-100-121	FICA/MEDICARE	85,700.00	0.00	0.00	17,355.85	0.00	68,344.15	20
Department: 114	Total	85,700.00	0.00	0.00	17,355.85	0.00	68,344.15	20
07-01-300-000-000	SALARIES, WAGES & BENEFITS							
07-01-300-200-201	BONDS/PRINCIPAL	679,765.00	0.00	0.00	250,260.15	0.00	429,504.85	37
07-01-300-200-202	Meter Replacement Project Bonds	120,000.00	0.00	5,525.29	13,116.75	0.00	101,357.96	16
07-01-300-340-000	NEW SERVICES							
07-01-300-340-345	NEW SERVICES	8,300.00	0.00	0.00	2,377.50	0.00	5,922.50	29
07-01-300-340-346	NEW METERS	10,000.00	0.00	1,790.74	5,513.26	0.00	2,696.00	73
07-01-300-390-000	EQUIPMENT							
07-01-300-390-394	TOOLS & EQUIPMENT	10,000.00	0.00	1,820.08	2,808.44	0.00	5,371.48	46
07-01-300-390-397	COMMUNICATIONS EQUIPMENT	8,600.00	0.00	4,460.32	1,539.68	0.00	2,600.00	70
07-01-300-400-427	BONDS INTEREST	113,605.00	0.00	0.00	63,485.95	0.00	50,119.05	56
07-01-300-500-520	OPERATING TRANSFERS OUT	72,715.00	0.00	0.00	0.00	0.00	72,715.00	0
07-01-300-500-521	OTO - Sewer Assessment Fund	35,000.00	0.00	0.00	0.00	0.00	35,000.00	0
07-01-300-610-000	SOURCE OF SUPPLY MAINTENANCE E							
07-01-300-610-614	MAINTENANCE OF WELLS	90,000.00	0.00	19,118.30	15,636.50	0.00	55,245.20	39
07-01-300-620-000	PUMPING OPERATION EXP							
07-01-300-620-622	Fuels	44,100.00	0.00	13,101.73	5,924.92	0.00	25,073.35	43
07-01-300-620-623	Electricity	320,000.00	0.00	56,991.01	43,008.99	0.00	220,000.00	31
07-01-300-630-000	PUMPING MAINTENANCE EXP							
07-01-300-630-631	MAINTENANCE OF PUMPING STATION	41,600.00	0.00	740.00	2,285.25	0.00	38,574.75	7
07-01-300-640-000	WATER TREATMENT EXP							
07-01-300-640-641	CHEMICALS	447,200.00	0.00	38,626.09	91,842.50	0.00	316,731.41	29
07-01-300-660-000	TRANSMISSION & DISTRIBUTION EX							
07-01-300-660-665	MISC MAPS & RECORDS	2,900.00	0.00	0.00	42.77	0.00	2,857.23	1
07-01-300-660-666	Safety Equip/Training	18,200.00	0.00	885.10	5,027.79	0.00	12,287.11	32

Account No	Description	Budgeted	Transfers	Encumber	Net Expd/Reimb	Payable	Balance YTD	%Used
07-01-300-670-000	TRANSPORTATION & DIST MAINT EX							
07-01-300-670-671	MAINTENANCE OF O & M	16,140.00	0.00	2,643.58	2,513.16	0.00	10,983.26	32
07-01-300-670-673	MAINT OF TRANSMISSION & DISTR	80,000.00	0.00	9,622.05	30,873.01	0.00	39,504.94	51
07-01-300-670-677	MAINTENANCE OF HYDRANTS	2,000.00	0.00	0.00	0.00	0.00	2,000.00	0
07-01-300-900-000	CUSTOMER ACCOUNTS EXP							
07-01-300-900-903	CUSTOMER RECORDS & COLLECTION	53,000.00	0.00	0.00	7,145.00	0.00	45,855.00	13
07-01-300-920-201	ADMINISTRATIVE ASSISTANT SALAR	77,700.00	0.00	0.00	20,671.97	0.00	57,028.03	27
07-01-300-920-202	PW & FINANCE DIR, UTL ENG-SALA	233,700.00	0.00	0.00	68,112.65	0.00	165,587.35	29
07-01-300-920-204	FIELD PERSONNEL SALARIES	645,000.00	0.00	0.00	166,142.29	0.00	478,857.71	26
07-01-300-920-205	Field Personnel Salaries OT	93,200.00	0.00	0.00	24,777.65	0.00	68,422.35	27
07-01-300-920-206	Meter Installers - Temporary	69,680.00	0.00	0.00	19,056.50	0.00	50,623.50	27
07-01-300-920-210	OFFICE SUPPLIES & MISC	2,200.00	0.00	86.22	482.59	0.00	1,631.19	26
07-01-300-920-220	Interconnection	94,500.00	0.00	0.00	0.00	0.00	94,500.00	0
07-01-300-920-230	OUTSIDE SERVICES	97,500.00	0.00	6,080.25	20,935.72	0.00	70,484.03	28
07-01-300-920-240	INSURANCE - PROPERTY	28,000.00	0.00	12,832.18	12,832.18	0.00	2,335.64	92
07-01-300-920-260	EMPLOYEE BENEFITS & PENSIONS	322,600.00	0.00	198,458.38	98,496.90	0.00	25,644.72	92
07-01-300-930-321	VEHICLE EXPENSE	10,000.00	0.00	768.68	1,777.50	0.00	7,453.82	25
07-01-300-930-323	Vehicle Acquisitio Payments	85,830.00	0.00	0.00	41,614.43	0.00	44,215.57	48
07-01-300-930-325	Capitol Projects	200,000.00	0.00	0.00	0.00	0.00	200,000.00	0
07-01-300-930-999	CONTINGENCY	100,000.00	0.00	1,095.30	1,214.01	0.00	97,690.69	2
Department: 300	SALARIES, WAGES & BENEFITS Total	4,233,035.00	0.00	374,645.30	1,019,516.01	0.00	2,838,873.69	33
Fund: 07	WATER DEPARTMENT Budgeted Total	4,318,735.00	0.00	374,645.30	1,036,871.86	0.00	2,907,217.84	33
Fund: 07	WATER DEPARTMENT Non-Budgeted Total	0.00	0.00	0.00	0.00	0.00	0.00	0
Fund: 07	WATER DEPARTMENT Total	4,318,735.00	0.00	374,645.30	1,036,871.86	0.00	2,907,217.84	33
Final Budgeted		4,318,735.00	0.00	374,645.30	1,036,871.86	0.00	2,907,217.84	33
Final Non-Budgeted		0.00	0.00	0.00	0.00	0.00	0.00	0
Final Total		4,318,735.00	0.00	374,645.30	1,036,871.86	0.00	2,907,217.84	33

2024

Assets

06-100-01-001-	CHECKING A/C Webster 3288	675,930.46
06-100-01-001-001	OLD BOS Sewer Operations 6341	0.00
06-100-01-006-	PETTY CASH	0.00
06-100-02-001-	INVESTMENTS-MONEY MARKET	0.00
06-100-02-002-	INVESTMENTS-CERT/DEPOSIT	0.00
06-100-02-003-	MBIA CLASS PLUS 2003	0.00
06-100-02-004-	STATE TREAS STIF ACCT	0.00
06-100-02-005-	METER DEPOSITS - RA - Webster 3288	2,617.50
06-100-02-006-	DEPOSITS IN TRANSIT	0.00
06-100-03-001-	A/R-SALES SERVICE CHARGES	36,971.35
06-100-03-002-	A/R-UNBILLED	403,960.58
06-100-03-003-	A/R - SEWER SALES (WATER)	257,356.33-
06-100-03-004-	A/R - PERMITS	0.00
06-100-03-005-	A/R - CUSTOMER SERVICE	0.00
06-100-03-006-	A/R - METER DEPOSIT	0.00
06-100-03-007-	A/R-OTHER	12,996.50
06-100-04-002-	DUE FROM GEN FUND	2,058.58-
06-100-04-003-	DUE FROM OTHER FUNDS	0.00
06-100-04-007-	DUE FROM WATER FUND	5,279.20
06-100-04-057-	Due from Fund 57 Capital Projects	0.00
06-100-04-400-	Due from FEMA	0.00
06-100-05-002-	INTEREST RECEIVABLE	0.00
06-100-06-001-	ALLOWANCE FOR DOUBTFUL ACCTS	7,500.00-
06-100-06-002-	INVENTORY - CONSUMABLES	6,350.00
06-100-06-003-	INVENTORY - PARTS	7,000.00
06-100-07-001-	PROPERTY -LAND & BUILDINGS	3,223,483.64
06-100-07-002-	UTILITY IN SERVICE - DISTRIBUT	38,860,174.72
06-100-07-003-	CONSTRUCTION IN PROGRESS	14,804.06
06-100-07-004-	CAPITALIZED INTEREST	0.00
06-100-07-005-	ACCUM DEPRECIATION	0.00
06-100-07-006-	EQUIPMENT	146,697.06
06-100-09-001-	Prepaid Expenditures	5,138.18-
	Total Assets	<u><u>43,124,211.98</u></u>

Liabilities & Fund Balance

06-200-01-001-	ACCOUNTS PAYABLE	1,124.02
06-200-01-003-	ACCRUED ACCOUNTS PAYABLE	16,506.29
06-200-02-005-	METER DEPOSITS - RA	3,047.50
06-200-04-001-	DUE TO OTHER FUNDS	18,675.06-
06-200-04-002-	Due To General Fund (01)	206,203.44
06-200-04-003-	Due to Sewer Assessment Fund	429,805.97
06-200-04-004-	BONDING DISTRIBUTION	0.00
06-200-04-007-	DUE TO WATER OPERATIONS	59,283.32
06-200-04-015-	DUE TO HEALTH CARE FUND	0.00
06-200-04-290-	Due To/From Insurance Claims	0.00
06-200-04-505-	DUE TO FUND 505	0.00
06-200-05-001-	Deferred Revenue Other	15,870.80
06-200-08-001-	COMPENSATED ABSENCES	77,943.22
06-200-08-002-	Metered Serv Fees Collected in Advance	0.00
06-200-55-001-	Reserve Refund of Revenues	2,848.15-
06-300-00-001-	RESERVE FOR ENCUMBRANCE	541,150.77
06-300-00-001-002	RESERVE FOR ENCUMBRANCE-PRIOR	0.00
06-300-00-002-	REVENUE CONTROL	5,036,731.61
06-300-00-003-	EXPENDITURE CONTROL	5,219,313.31-
06-300-00-004-	ENCUMBRANCE	544,150.77-

2024

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06-300-00-005-	CONTRIBUTED CAPITAL - DEVELOPE	1,910,000.00
06-300-00-006-	CONTRIBUTED CAPITAL - CUSTOMER	0.00
06-300-00-007-	CONTRIBUTED CAPITAL - INTERGOV	0.00
06-300-00-008-	CONTRIBUTED CAPITAL - GOVERNME	50,896,799.26
06-300-00-009-	Appropriation Control	0.00
06-300-00-010-	Estimated Revenue Control	0.00
06-300-10-002-	RETAINED EARNINGS-RESERVED	0.00
	Total Liabilities	<u>53,409,478.91</u>
06-300-10-001-	RETAINED EARNINGS-UNRESERVED	10,285,639.43-
	Total	<u>10,285,639.43-</u>
	Revenue	0.00
	Less Expenses	0.00
	Net	<u>0.00</u>
	Total Fund Balance	<u>10,285,639.43-</u>
	Total Liabilities & Fund Balance	<u><u>43,123,839.48</u></u>

2024

Assets

07-100-01-001-	CHECKING A/C Webster 3273	67,992.84-
07-100-01-001-001	Water for Sewer Webster 3273	109,390.61
07-100-01-002-	OLD BOA Water Operations Acct 8835	0.00
07-100-01-006-	PETTY CASH	100.00
07-100-02-001-	INVESTMENTS-MONEY MARKET	0.00
07-100-02-003-	MBIA CLASS PLUS 2001	0.00
07-100-02-004-	STATE TREAS STIF ACCT	2,018,113.01
07-100-02-005-	METER DEPOSITS - RA - Webster 3273	189,640.21
07-100-02-999-	Cash Over/Short	0.63-
07-100-03-001-	A/R-WATER SERVICE CHARGES	36,838.12
07-100-03-002-	A/R-UNBILLED	661,567.91
07-100-03-003-	A/R - ASSESSMENTS	26,719.44
07-100-03-004-	A/R - DEFERRED ASSESSMENTS	34,173.08
07-100-03-005-	A/R - BENEFIT/CONNECTION	24,065.00-
07-100-03-006-	A/R - METER DEPOSIT	0.00
07-100-03-007-	A/R-OTHER	8,222.50-
07-100-03-008-	A/R-HYDRANT	12,762.50-
07-100-04-002-	DUE FROM GEN FUND	14,919.90-
07-100-04-003-	DUE FROM OTHER FUNDS	0.00
07-100-04-007-	DUE FROM SEWER FUND	74,791.69
07-100-04-032-	Due from CNRE	0.00
07-100-04-122-	Due From 22 Village Dr	221.27
07-100-04-400-	Due from FEMA	0.00
07-100-04-560-	Due from Sewer Construction	0.00
07-100-04-570-	DUE FROM WATER CONSTRUCTION	0.00
07-100-05-002-	INTEREST RECEIVABLE	0.00
07-100-06-001-	ALLOWANCE FOR DOUBTFUL ACCTS	17,000.00-
07-100-06-002-	INVENTORY - CONSUMABLES	23,300.00
07-100-06-003-	INVENTORY - PARTS	24,300.00
07-100-07-001-	PROPERTY, PLANT & EQUIPMENT	0.00
07-100-07-002-	UTILITY IN SERVICE - DISTRIBUT	0.00
07-100-07-003-	CONSTRUCTION IN PROGRESS	0.00
07-100-07-004-	CAPITALIZED INTEREST	0.00
07-100-07-005-	ACCUM DEPRECIATION	0.00
07-100-07-006-	EQUIPMENT	0.00
07-100-09-001-	Prepaid Expenditures	7,888.85-
	Total Assets	<u>3,046,303.12</u>

Liabilities & Fund Balance

07-200-01-001-	ACCOUNTS PAYABLE	1,032.08-
07-200-01-003-	ACCRUED ACCOUNTS PAYABLE	34,333.61
07-200-01-007-	Interest Payable	0.00
07-200-02-005-	METER DEPOSITS - RA	332,464.43
07-200-04-001-	DUE TO SEWER FUND	82,678.09
07-200-04-002-	DUE TO GEN FUND	525,721.08
07-200-04-003-	DUE TO SEWER ASSESSMENT	133,314.08
07-200-04-015-	DUE TO HEALTH CARE FUND	15,918.00
07-200-04-051-	Due to Fund 51	126,580.35
07-200-04-062-	Due to Water Construction	4,852.54
07-200-05-001-	Deferred Revenue	765,608.18
07-200-05-008-	GO BONDS PAYABLE -CURRENT	0.00
07-200-05-009-	DEFERRED LOSS ON DEBT RETIREME	0.00
07-200-08-001-	COMPENSATED ABSENCES	0.00
07-200-55-001-	RESERVE REFUND OF REVENUE	45,452.16-
07-300-00-001-	RESERVE FOR ENCUMBRANCE	374,088.09

2024

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07-300-00-001-002	Reserve Encumbrance - Prior Year	0.00
07-300-00-002-	REVENUE CONTROL	7,311,012.11
07-300-00-003-	EXPENDITURE CONTROL	7,735,507.06-
07-300-00-004-	ENCUMBRANCE CONTROL	374,088.09-
07-300-00-005-	CONTRIBUTED CAPITAL - DEVELOPE	0.00
07-300-00-006-	CONTRIBUTED CAPITAL - CUSTOMER	0.00
07-300-00-007-	CONTRIBUTED CAPITAL - INTERGOV	0.00
07-300-00-008-	CONTRIBUTED CAPITAL - GOVERNME	0.00
07-300-00-009-	Appropriation Control	86,214.00
07-300-00-010-	Estimated Revenue Control	86,214.00-
07-300-10-001-	RETAINED EARNINGS-UNRESERVED	0.00
07-300-10-002-	RESERVED - WELL SURGING	0.00
07-300-10-003-	RESERVED - BLACK PT HOOKUPS	0.00
07-300-10-004-	RESERVED - LEVEL A AQUIFER MAP	0.00
07-300-10-005-	RESERVED - RTE 156	0.00
	Total Liabilities	<u>1,550,491.17</u>
07-300-01-002-	FUND BALANCE - Unreserved	<u>1,495,162.52</u>
	Total	<u>1,495,162.52</u>
	Revenue	95.98
	Less Expenses	<u>0.00</u>
	Net	<u>95.98</u>
	Total Fund Balance	<u>1,495,258.50</u>
	Total Liabilities & Fund Balance	<u><u>3,045,749.67</u></u>