

SEWER AUTHORITY
WATER POLLUTION CONTROL
AUTHORITY



TOWN HALL
238 Danbury Road
Wilton, CT 06897

203-563-0100

WATER POLLUTION CONTROL AUTHORITY
SPECIAL MEETING
WEDNESDAY, JUNE 24, 2020
Held Electronically

PRESENT: Lynne Vanderslice, Kathy Dhanda, Diane Martucci
OTHERS: Frank Smeriglio, Anne Kelly-Lenz, Pete Lucia

SPECIAL MEETING MINUTES

Call to Order

Ms. Vanderslice called the meeting to order at 4:02 pm.

Public Comment

None

Approval of Minutes

Ms. Vanderslice asked if all had an opportunity to review the minutes of the Regular Meeting of April 8, 2020. As there were no corrections, Ms. Dhanda made a motion to approve minutes as written; Ms. Martucci seconded and the motion carried 3-0.

Establish User Charges and Budget for FY21

Discussion to Establish User Charges and Budget for FY21. Mr. Smeriglio gave a brief review of the User Fees and Budget for FY21 (see attached). After discussion motion moved by Ms. Dhanda to approve the FY21 Budget as presented, seconded by Ms. Martucci and carried 3-0.

After discussion, motion moved by Ms. Martucci to recommend a user fee per unit as presented. Motion seconded by Ms. Dhanda and carried 3-0.

Motion made by Ms. Martucci, seconded by Ms. Dhanda to set a public hearing on FY21 Budget and User Fees for July 8, 2020 at 4:00 PM.

Adjournment

There being no further business, motion to adjourn made by Ms. Martucci, seconded by Ms. Dhanda, and unanimously carried. Meeting adjourned at 4:16 p.m.

Respectfully submitted by
Jacqueline Rochester

**Wilton Water Pollution Control Authority
FY 2021 Budget & User Rate**

	FY16	FY17	FY18	FY19	FY20	FY21
Expenses:	\$812,434	\$841,830	\$844,318	\$917,692	\$879,000	\$879,000
Revenues:						
Interest on Investments	1,000	1,500	2,500	3,500	4,500	4,500
Connection Fees	1,000	1,000	500	500	600	1,200
FOG Fees	27,250	27,250	27,250	26,000	26,000	26,000
Penalty Interest	2,500	3,500	3,600	3,300	4,000	4,500
Capital Assessment Fund	167,301	173,000	173,764	220,000	165,000	190,006
User Charges	622,633	635,580	636,704	664,392	678,900	678,900
	821,684	841,830	844,318	917,692	879,000	905,106

Calculation to determine User Charge per unit:

Expenses	821,684	841,830	844,318	\$917,692	\$879,000	\$905,106
Less Revenues other than User Charge	199,051	206,250	207,614	253,300	200,100	226,206
Revenue needed from users	622,633	635,580	636,704	664,392	678,900	678,900
Number of Units	2,910	2,970	2,975	3,034	3,100	3,100
User Fee per Unit (rounded)	\$214	\$214	\$214	\$219	\$219	\$219

Budget Worksheet Report

			2019 Adopted Budget	2019 Amended Budget	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2020 Actual Amount	2021 Department Request
Account Number Account Description									
Fund:	401 - Sewer Operating Fund								
REVENUES									
Department/Location:	05 - Finance								
Division/Program:	0700 - Finance Department								
	33005	Interest - Investments	3,500	3,500	4,466	4,500	4,500	3,333	4,500
- Finance Department			3,500	3,500	4,466	4,500	4,500	3,333	4,500
ion Total: 05 - Finance			3,500	3,500	4,466	4,500	4,500	3,333	4,500
Department/Location:	08 - Public Works								
Division/Program:	3125 - Sewer								
	31584	User Charges	691,892	664,392	653,016	678,900	678,900	673,418	678,900
	31586	Connection Fees	500	500	900	600	600	1,200	1,200
	31587	F.O.G. Fees & Surcharges	26,000	26,000	24,500	26,000	26,000	22,750	26,000
	31588	Penalty Interest-Charges	3,300	3,300	4,689	4,000	4,000	4,713	4,500
	39735	Transfers In	220,000	220,000	188,776	165,000	165,000	162,243	190,006
m Total: 3125 - Sewer			941,692	914,192	871,880	874,500	874,500	864,324	900,606
otal: 08 - Public Works			941,692	914,192	871,880	874,500	874,500	864,324	900,606
REVENUES Total			945,192	917,692	876,347	879,000	879,000	867,657	905,106

EXPENSES

Department/Location:	08 - Public Works								
Division/Program:	3125 - Sewer								
	40305	Salaries - Full Time	56,506	56,506	53,957	58,222	58,222	54,444	59,159
	40315	Overtime	500	500	0	500	500	16	272
	40320	Longevity	570	570	570	700	700	700	700
	40605	Social Security	4,405	4,405	3,669	4,546	4,546	4,078	4,580
	40610	Defined Benefit	0	0	0	0	0	0	4,300
	40613	Retirement	4,391	4,391	3,573	4,000	4,000	3,847	0
	40615	Group Insurances	42,970	42,970	42,168	44,982	44,982	27,130	28,139
	40905	Comprehen. Business Pol.	2,200	2,200	2,200	2,200	2,200	2,200	2,200
	40910	Umbrella Liability	1,150	1,150	1,150	1,150	1,150	1,150	1,150
	40915	Workers Compensation	125	125	125	125	125	125	125
	40920	Public Officials Liabil.	225	225	225	225	225	225	225
	41205	Water	300	300	237	300	300	198	300
	41220	Electricity	16,500	16,500	14,233	16,500	16,500	10,297	16,500
	41230	Telephone	150	150	0	150	150	0	150
	41235	Fuel-Building	500	500	0	500	500	0	500
	41810	Office Supplies	500	500	450	500	500	450	500
	41825	Computer Supplies	500	500	450	500	500	450	500
	41830	Postage	1,500	1,500	1,551	1,650	1,650	1,454	1,650
	42105	Operating/General Supplies	2,000	2,000	0	2,000	2,000	422	2,000
	44230	Depreciation Expense	0	0	114,860	0	0	0	0
	45105	Rent - Building and Land	2,000	2,000	1,830	2,000	2,000	1,830	2,000
	45715	Legal Notices	750	750	178	750	750	204	750
	46020	Legal Advice	15,000	5,000	0	5,000	5,000	0	3,000
	46310	Computer Software Maint	1,750	1,750	1,200	1,300	1,300	1,200	1,200
	47215	Building Repairs	5,000	5,000	0	4,000	4,000	0	3,000
	47825	Sewage Treatment	395,000	443,061	443,060	395,000	407,756	416,899	425,000
	47828	Nwk Debt Service Current Year	220,000	188,776	188,776	175,000	162,244	162,243	190,006
	48105	Maint Agreements - Equipment	52,500	52,500	43,100	52,500	52,500	33,886	50,000
	48110	Equipment Repair & Maintenance	20,000	20,000	5,888	20,000	20,000	-1,530	25,500
	48125	Equipment Testing/Cert	10,000	10,000	0	10,000	10,000	0	7,000
	48710	Printing, Binding & Publishing	200	200	200	200	200	200	200
	49610	Auditor/Accounting Svcs.	3,000	3,000	3,000	3,000	3,000	3,000	3,000
	49620	Prof Serv-Engineer/Arch	2,500	2,500	0	5,000	5,000	4,500	7,000
	49650	Misc Contractual Serv	25,000	10,000	0	9,000	9,000	4,594	7,000

Budget Worksheet Report

	Account Number	Account Description	2019 Adopted Budget	2019 Amended Budget	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2020 Actual Amount	2021 Department Request
	49654	F.O.G. Testing	17,500	15,000	14,510	17,500	17,500	11,100	17,500
	49666	Maintenance Fund	40,000	23,163	0	40,000	40,000	0	40,000
m Total: 3125 - Sewer			945,192	917,692	941,161	879,000	879,000	745,313	905,106
otal: 08 - Public Works			945,192	917,692	941,161	879,000	879,000	745,313	905,106
EXPENSES Total			945,192	917,692	941,161	879,000	879,000	745,313	905,106
1 - Sewer Operating Fund			945,192	917,692	876,347	879,000	879,000	867,657	905,106
1 - Sewer Operating Fund			945,192	917,692	941,161	879,000	879,000	745,313	905,106
Sewer Operating Fund			0	0	-64,814	0	0	122,344	0
VENUE GRAND Totals:			945,192	917,692	876,347	879,000	879,000	867,657	905,106
PENSE GRAND Totals:			945,192	917,692	941,161	879,000	879,000	745,313	905,106
Grand Totals:			0	0	-64,814	0	0	122,344	0