

**WATER POLLUTION CONTROL AUTHORITY
MEETING December 9, 2021 @ 6:30 PM
Putnam Municipal Complex
Town Hall
Conference Room # 109
200 School Street
Putnam, Ct 06260
Also available via zoom:**

**<https://zoom.us/j/92121266765>
Meeting ID: 921 2126 6765**

+1 646 558 8656 US (New York)

AGENDA

1. Call to Order by Presiding Officer
2. Pledge of Allegiance
3. Public Comment – 3 Minute Maximum per person
4. Approval of the Minutes
 - A. October 14, 2021, WPCA Meeting Minutes
5. Petitions and Communications
6. Staff Reports
 - A. Finance Director
 - B. WPCA Superintendent
7. Unfinished Business
8. Policy & Procedure Considerations
9. New Business
 - A. Election of officers
10. Public Comment – 3 Minute Maximum per person
11. Adjournment

To Be Approved

TOWN OF PUTNAM
WATER POLLUTION CONTROL AUTHORITY MEETING
October 14, 2021 @ 6:30 PM
Zoom Meeting ID# 954 0974 7702

TOPIC		DISCUSSION	
PRESENT:		Vice Chairman Paquin, Member Perron, Member Greene, and Member Dionne	
ABSENT:		Chairman Wozniki, Alternates Hanlon, Higginson and LaBonte	
1.	CALL TO ORDER	Vice Chairman Paquin called the meeting to order at 6:30 PM	
2.	PUBLIC COMMENT	None	
3.	APPROVAL OF THE MINUTES	A.	September 9, 2021, WPCA Meeting Minutes Member Perron made a motion to approve the minutes of the September 9, 2021, WPCA Meeting as presented. The motion was seconded by Member Greene and passed unanimously.
4.	PETITIONS & COMMUNICATIONS		Superintendent Lynch notified the Authority that he received a letter from the State of CT advising him that any Tier 1 Written Notifications must now be issued to residents in the three most predominantly spoken languages. Superintendent Lynch will talk to ECD Director Delpha Very to get her opinion on the 3 rd language.
5.	STAFF REPORTS	A.	Finance Director Finance Director Benway shared her report with the Authority. Members asked that going forward only accts that are delinquent 120 days or more be attached to the agenda.
		B.	WPCA Superintendent

			WPCA Superintendent Lynch shared his report with the Authority. Superintendent Lynch updated the Authority with an issue at the Cargill Mills. Cargill Mills is doing work and it was discovered that there is an old 16-inch pipe that shows a void under it. The pipe will need to be replaced. The contractor that is contracted at the mills has been asked to do the work. Superintendent Lynch estimates the work to be approximately 30K.
6.	UNFINISHED BUSINESS		Superintendent Lynch stated that the October 1 billing is the first billing to show the commercial rate increase. He estimates a revenue increase of 50k – 80K.
7.	Policy & Procedure Considerations		None
9.	New Business		None
10.	Public Comment		None
11.	Adjournment		Member Dionne made a motion to adjourn at 6:48 PM. The motion was seconded by Member Greene and passed unanimously.

12/01/2021 11:30 | Town of Putnam WPCA
 5115dsmith | Aging Report

| P 2
 | utagerpt

Bill date: 10/01/2021 Aging as of date : 11/30/2021 Account :
 To: 11/30/2021 Activity through date: 11/30/2021 Customer: 0

To: 999999999
 To: ZZ

To: ZZZZZZZZZZZZZZZZZZZZZZZ
 To: ZZZZZZ

Account	Current	Location							Route	Interest	District
		1 - 30	31 - 60	61 - 90	91 - 120	Over 120	Total Due				
137600	.00	ELLIS JR, JEROME E	.00	71	BREAULT ST	.00	01	.00	PT	2,860.85	
137800	.00	RICHARDSON, PATRICK E TR	.00	14	LAUREL ST	.00	03	.00	PT	2,031.51	
146100	.00	POIRIER, NEIL R	.00	5	POULIN DR	.00	03	.00	PT	2,112.71	
147200	.00	DALPE RICHARD & AARON	.00	99	DUFAULT ST	.00	01	.00	PT	3,307.94	
151001	.00	PALL CORPORATION	.00	125	KENNEDY DR (IND SEWE	.00	MANUAL	.00	PT	39,373.20	
158700	.00	SANDBERG, VALERIE A	.00	54	WALNUT ST	.00	07	.00	PT	2,840.76	
213800	.00	FRONT STREET COMMONS LLC	.00	96	FRONT ST	.00	05	.00	PT	3,616.58	
220300	.00	107 PROVIDENCE STREET ASSOC LLC	.00	107	PROVIDENCE ST	.00	09	.00	PT	5,243.45	
226100	.00	RUHI HOSPITALITY LLC	.00	5	HERITAGE RD	.00	06	.00	PT	2,523.57	
226300	.00	RUHI HOSPITALITY LLC	.00	5	HERITAGE RD (HOTEL)	.00	06	.00	PT	9,259.61	
800100	5,403.97 *	EARTHWORKS CONSTRUCTION	.00	4	KENNEDY DR	.00	MO	.00	PT	5,403.97	
800200	3,368.01 *	TORTI SERVICES INC	.00	4	KENNEDY DR	.00	MO	.00	PT	3,368.01	
800400	3,602.43 *	WIND RIVER ENVIRONMENTAL LLC	.00	4	KENNEDY DR	.00	MO	.00	PT	3,602.43	
**** Final Totals	12,374.41	169,377.55	.00	.00	.00	.00	.00	.00		181,751.96	

** END OF REPORT - Generated by Desiree Smith **

* Septage Howlers

WPCA Finance Report
Thursday, December 9, 2021

FY 21-22

REVENUE		
	Budgeted	Collected/Billed
Total Water	\$ 2,828,000.00	\$ 837,864.61
Total Sewer	\$ 2,930,500.00	\$ 732,111.56
	\$ 5,758,500.00	\$ 1,569,976.17
Expenses - Water		
	Budgeted	Expended
Total Water	\$ 2,828,000.00	\$ 803,642.55
	YTD Remaining	\$ 2,024,357.45
Encumbrance		\$ 614,961.29
	Remaining after encumbrance	\$ 1,409,396.16
Expenses - Sewer		
	Budgeted	Expended
Total Sewer	\$ 2,930,500.00	\$ 816,564.23
	YTD Remaining	\$ 2,113,935.77
Encumbrance		\$ 656,168.29
	Remaining after encumbrance	\$ 1,457,767.48

Total Combined \$ 5,758,500.00
Water & Sewer Budget

Attached are copies of the Water & Sewer Budgets

There will be an upcoming bond payment (91-31) of \$381,062.50 on December 15th.

Also, I have now encumbered the anticipated payroll for the remaining year. This will allow for a more accurate bottom line of the budget. Once Union contracts are negotiated the anticipated payroll may change.

Water Pollution Control Authority

FY 22 Sewer Revenue

Fiscal Year: 2021-2022

From Date: 7/1/2021 To Date: 6/30/2022

Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range

Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
6001.00.0000.46101.00000	Sewer Interest Earned STIF	\$0.00	(\$780.85)	(\$780.85)	\$780.85	\$0.00	\$780.85	0.00%
	DEPARTMENT: Undesignated - 0000	\$0.00	(\$780.85)	(\$780.85)	\$780.85	\$0.00	\$780.85	0.00%
6001.82.8209.41109.00000	Sewer Penalties/Liens	\$0.00	(\$5,931.91)	(\$5,931.91)	\$5,931.91	\$0.00	\$5,931.91	0.00%
6001.82.8209.44010.00000	Sewer Opr Rev	(\$1,817,500.00)	(\$528,365.99)	(\$528,365.99)	(\$1,289,134.01)	\$0.00	(\$1,289,134.01)	70.83%
6001.82.8209.44011.00000	Septage Revenue	(\$340,000.00)	(\$106,313.53)	(\$106,313.53)	(\$233,686.47)	\$0.00	(\$233,686.47)	68.73%
6001.82.8209.44012.00000	Pomifret Sewer	(\$202,000.00)	(\$87,043.18)	(\$87,043.18)	(\$114,956.82)	\$0.00	(\$114,956.82)	56.91%
6001.82.8209.44013.00000	Industrial Sewer	(\$320,000.00)	\$0.00	\$0.00	(\$320,000.00)	\$0.00	(\$320,000.00)	100.00%
6001.82.8209.44015.00000	Pomifret Sewer Operation Contra	(\$24,000.00)	\$0.00	\$0.00	(\$24,000.00)	\$0.00	(\$24,000.00)	100.00%
6001.82.8209.46101.00000	Interest earned	\$0.00	(\$261.90)	(\$261.90)	\$261.90	\$0.00	\$261.90	0.00%
6001.82.8209.48990.00000	Misc Revenues	(\$3,000.00)	(\$4,195.05)	(\$4,195.05)	\$1,195.05	\$0.00	\$1,195.05	-39.84%
6001.82.8209.49010.00000	Other Finance Source	(\$224,000.00)	\$0.00	\$0.00	(\$224,000.00)	\$0.00	(\$224,000.00)	100.00%
	DEPARTMENT: Accounting & Collection - 8209	(\$2,930,500.00)	(\$732,111.56)	(\$732,111.56)	(\$2,198,388.44)	\$0.00	(\$2,198,388.44)	75.02%
Grand Total:		(\$2,930,500.00)	(\$732,892.41)	(\$732,892.41)	(\$2,197,607.59)	\$0.00	(\$2,197,607.59)	74.99%

End of Report

Water Pollution Control Authority

FY 22 Sewer Expenditure

Fiscal Year: 2021-2022

From Date: 7/1/2021

To Date: 6/30/2022

Filter Encumbrance Detail by Date Range

Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range

Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
3601.49.4901.56904.00000	Capital Projects	\$170,000.00	\$15,550.00	\$15,550.00	\$154,450.00	\$0.00	\$154,450.00	90.85%
3601.49.4901.57300.00000	Camera System	\$35,650.00	\$0.00	\$0.00	\$35,650.00	\$35,650.00	\$0.00	0.00%
	DEPARTMENT: Capital Sewer Project - Sewer Plant - 4901	\$205,650.00	\$15,550.00	\$15,550.00	\$190,100.00	\$35,650.00	\$154,450.00	75.10%
6001.00.0000.58305.00000	USDA 92-26 \$2.97 MIL	\$103,891.00	\$0.00	\$0.00	\$103,891.00	\$0.00	\$103,891.00	100.00%
6001.00.0000.58306.00000	USDA 92-25 \$71.1K	\$28,327.00	\$0.00	\$0.00	\$28,327.00	\$0.00	\$28,327.00	100.00%
6001.00.0000.58307.00000	USDA 92-23 \$6.8 MIL	\$282,472.00	\$0.00	\$0.00	\$282,472.00	\$0.00	\$282,472.00	100.00%
6001.00.0000.58308.00000	USDA 92-20 \$3.8 MIL	\$202,010.00	\$0.00	\$0.00	\$202,010.00	\$0.00	\$202,010.00	100.00%
6001.00.0000.58309.00000	USDA 92-06 \$300K	\$10,900.00	\$0.00	\$0.00	\$10,900.00	\$0.00	\$10,900.00	100.00%
	DEPARTMENT: Undesignated - 0000	\$627,600.00	\$0.00	\$0.00	\$627,600.00	\$0.00	\$627,600.00	100.00%
6001.82.8009.53100.00000	Audit - Sewer	\$8,000.00	\$1,500.00	\$1,500.00	\$6,500.00	\$0.00	\$6,500.00	81.25%
	DEPARTMENT: Accounting & Collections - 8009	\$8,000.00	\$1,500.00	\$1,500.00	\$6,500.00	\$0.00	\$6,500.00	81.25%
6001.82.8201.51610.00000	Sewer Regular	\$590,000.00	\$237,585.94	\$237,585.94	\$352,414.06	\$321,403.30	\$31,010.76	5.26%
6001.82.8201.51630.00000	Sewer OT	\$40,000.00	\$14,669.74	\$14,669.74	\$25,330.26	\$0.00	\$25,330.26	63.33%
6001.82.8201.53070.00000	Lab Testing	\$50,000.00	\$15,097.00	\$15,097.00	\$34,903.00	\$8,837.00	\$26,066.00	52.13%
6001.82.8201.56100.00000	Chemicals Supply	\$70,000.00	\$47,259.27	\$47,259.27	\$22,740.73	\$0.00	\$22,740.73	32.49%
6001.82.8201.56220.00000	Wastewater Electricity	\$210,000.00	\$49,458.68	\$49,458.68	\$160,541.32	\$0.00	\$160,541.32	76.45%
6001.82.8201.56221.00000	Fuel / Heating/ Propane	\$15,000.00	\$9,877.93	\$9,877.93	\$5,122.07	\$2,147.17	\$2,974.90	19.83%
6001.82.8201.56290.00000	Lab Supplies	\$8,000.00	\$3,192.00	\$3,192.00	\$4,808.00	\$764.80	\$4,043.20	50.54%
	DEPARTMENT: Wastewater General Treatment - 8201	\$983,000.00	\$377,140.56	\$377,140.56	\$605,859.44	\$333,152.27	\$272,707.17	27.74%
6001.82.8207.54300.00000	Repairs & Maint. - Above Ground	\$185,800.00	\$142,903.20	\$142,903.20	\$42,896.80	\$104,877.48	(\$61,980.68)	-33.36%
6001.82.8207.54302.00000	Scada Maint. & Repair	\$30,000.00	\$0.00	\$0.00	\$30,000.00	\$0.00	\$30,000.00	100.00%
6001.82.8207.56260.00000	Gasoline & Diesel	\$5,000.00	\$1,276.35	\$1,276.35	\$3,723.65	\$1,252.32	\$2,471.33	49.43%
	DEPARTMENT: Collection System - 8207	\$220,800.00	\$144,179.55	\$144,179.55	\$76,620.45	\$106,129.80	(\$29,509.35)	-13.36%
6001.82.8211.51640.00000	Cell Phone Stipend	\$1,000.00	\$450.00	\$450.00	\$550.00	\$450.00	\$100.00	10.00%
6001.82.8211.52100.00000	Group Insurance	\$1,700.00	\$721.50	\$721.50	\$978.50	\$0.00	\$978.50	57.56%
6001.82.8211.53011.00000	Professional Services	\$17,000.00	\$2,650.00	\$2,650.00	\$14,350.00	\$5,066.70	\$9,283.30	54.61%
6001.82.8211.53020.00000	Legal Services	\$10,000.00	\$9.25	\$9.25	\$9,990.75	\$0.00	\$9,990.75	99.91%
6001.82.8211.53100.00000	Town Services	\$9,000.00	\$0.00	\$0.00	\$9,000.00	\$0.00	\$9,000.00	100.00%
6001.82.8211.53300.00000	Training & Conferences	\$12,000.00	\$140.00	\$140.00	\$11,860.00	\$0.00	\$11,860.00	98.83%
6001.82.8211.53500.00000	Architects/Engineers	\$15,000.00	\$2,075.87	\$2,075.87	\$12,924.13	\$8,424.13	\$4,500.00	30.00%
6001.82.8211.54410.00000	Tech Support	\$30,000.00	\$10,210.97	\$10,210.97	\$19,789.03	\$511.42	\$19,277.61	64.26%
6001.82.8211.54410.00000	Rents	\$7,000.00	\$5,625.00	\$5,625.00	\$1,375.00	\$1,125.00	\$250.00	3.57%
6001.82.8211.55200.00000	LAP Insurance	\$35,000.00	\$19,710.87	\$19,710.87	\$15,289.13	\$0.00	\$15,289.13	43.68%
6001.82.8211.55201.00000	Workers' Compensation Ins.	\$17,000.00	\$10,082.39	\$10,082.39	\$6,917.61	\$0.00	\$6,917.61	40.69%
6001.82.8211.55300.00000	Communications	\$8,000.00	\$2,980.86	\$2,980.86	\$5,019.14	\$1,397.63	\$3,621.51	45.27%
6001.82.8211.55301.00000	Postage	\$5,000.00	\$67.49	\$67.49	\$4,932.51	\$161.23	\$4,771.28	95.43%
6001.82.8211.55310.00000	Recording Fees	\$6,000.00	\$180.00	\$180.00	\$5,820.00	\$0.00	\$5,820.00	97.00%
6001.82.8211.55500.00000	Printing & Publication	\$1,000.00	\$55.55	\$55.55	\$944.45	\$0.00	\$944.45	94.45%
6001.82.8211.56010.00000	Office Supply	\$6,000.00	\$3,371.37	\$3,371.37	\$2,628.63	\$728.53	\$1,900.10	31.67%
6001.82.8211.56011.00000	Safety Supplies	\$2,000.00	\$133.49	\$133.49	\$1,866.51	\$0.00	\$1,866.51	93.33%
6001.82.8211.56900.00000	Custodial Supplies	\$2,000.00	\$469.33	\$469.33	\$1,530.67	\$0.00	\$1,530.67	76.53%
6001.82.8211.56903.00000	Contingency	\$36,000.00	\$0.00	\$0.00	\$36,000.00	\$0.00	\$36,000.00	100.00%
	DEPARTMENT: Admin & General Expenses - 8211	\$220,700.00	\$58,933.94	\$58,933.94	\$161,766.06	\$17,864.64	\$143,901.42	65.20%
6001.82.8213.52200.00000	Social Security	\$46,000.00	\$19,873.84	\$19,873.84	\$26,126.16	\$17,973.15	\$8,153.01	17.72%
6001.82.8213.52300.00000	Retirement Contributions	\$10,000.00	\$1,529.94	\$1,529.94	\$8,470.06	\$0.00	\$8,470.06	84.70%

Water Pollution Control Authority

FY 22 Sewer Expenditure

Fiscal Year: 2021-2022

From Date: 7/1/2021 To Date: 6/30/2022

Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
6001.82.8213.52400.00000	Health Savings Contributions	\$14,000.00	\$12,666.70	\$12,666.70	\$1,333.30	\$10,200.00	(\$8,866.70)	-63.33%
6001.82.8213.52401.00000	Insurance Buyout	\$3,250.00	\$0.00	\$0.00	\$3,250.00	\$0.00	\$3,250.00	100.00%
6001.82.8213.52600.00000	Unemployment Compensation	\$1,000.00	\$480.31	\$480.31	\$519.69	\$106.50	\$413.19	41.32%
6001.82.8213.52800.00000	Health Insurance	\$178,000.00	\$69,524.63	\$69,524.63	\$108,475.37	\$66,897.74	\$41,577.63	23.36%
6001.82.8213.52850.00000	Dental Insurance	\$3,800.00	\$947.54	\$947.54	\$2,852.46	\$1,090.58	\$1,761.88	46.37%
	DEPARTMENT: Employee Benefits - 8213	\$256,050.00	\$105,022.96	\$105,022.96	\$151,027.04	\$96,267.97	\$54,759.07	21.39%
6001.82.8215.53900.00000	Sludge Removal	\$400,000.00	\$110,814.68	\$110,814.68	\$289,185.32	\$64,953.61	\$224,231.71	56.06%
6001.82.8215.54302.00000	Vehicle Maint. & Repair	\$6,000.00	\$2,072.54	\$2,072.54	\$3,927.46	\$800.00	\$3,127.46	52.12%
6001.82.8215.55800.00000	Travel Reimb.	\$2,700.00	\$1,350.00	\$1,350.00	\$1,350.00	\$1,350.00	\$0.00	0.00%
	DEPARTMENT: Non-Operating Expenses - 8215	\$408,700.00	\$114,237.22	\$114,237.22	\$294,462.78	\$87,103.61	\$227,359.17	55.63%
Grand Total:		\$2,930,500.00	\$816,564.23	\$816,564.23	\$2,113,935.77	\$656,168.29	\$1,457,767.48	49.74%

End of Report

Water Pollution Control Authority

FY 22 Water Revenue

Fiscal Year: 2021-2022

From Date: 7/1/2021 To Date: 12/31/2021

Subtotal by Collapse Mask Include pre encumbrance Print accounts with zero balance Filter Encumbrance Detail by Date Range

Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
6000.00.0000.46101.00000	Water Interest Earned STIF	(\$1,000.00)	(\$1,078.31)	(\$1,078.31)	\$78.31	\$0.00	\$78.31	-7.83%
	DEPARTMENT: Undesignated - 0000	(\$1,000.00)	(\$1,078.31)	(\$1,078.31)	\$78.31	\$0.00	\$78.31	-7.83%
6000.80.8009.41109.00000	Water Penalties/Liens	\$0.00	(\$9,683.23)	(\$9,683.23)	\$9,683.23	\$0.00	\$9,683.23	0.00%
6000.80.8009.44010.00000	Water Opr. Rev	(\$2,723,000.00)	(\$727,670.76)	(\$727,670.76)	(\$1,995,329.24)	\$0.00	(\$1,995,329.24)	73.28%
6000.80.8009.44011.00000	Misc water Hydrants/Sprinkler	(\$90,000.00)	(\$89,917.13)	(\$89,917.13)	(\$82.87)	\$0.00	(\$82.87)	0.09%
6000.80.8009.46101.00000	Interest earned	\$0.00	(\$261.89)	(\$261.89)	\$261.89	\$0.00	\$261.89	0.00%
6000.80.8009.47203.00000	Antenna Lease	(\$14,000.00)	(\$7,110.55)	(\$7,110.55)	(\$6,889.45)	\$0.00	(\$6,889.45)	49.21%
6000.80.8009.48990.00000	Misc Revenues	\$0.00	(\$3,221.05)	(\$3,221.05)	\$3,221.05	\$0.00	\$3,221.05	0.00%
	DEPARTMENT: Accounting & Collections - 8009	(\$2,827,000.00)	(\$837,864.61)	(\$837,864.61)	(\$1,989,135.39)	\$0.00	(\$1,989,135.39)	70.36%
	Grand Total:	(\$2,828,000.00)	(\$838,942.92)	(\$838,942.92)	(\$1,989,057.08)	\$0.00	(\$1,989,057.08)	70.33%

End of Report

Water Pollution Control Authority

FY 22 Water Expenditure

Fiscal Year: 2021-2022

From Date: 7/1/2021

To Date: 6/30/2022

Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range

Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
3600.49.4800.56904.00000	Cap. Proj. expense	\$200,000.00	\$19,864.00	\$19,864.00	\$180,136.00	\$22,969.00	\$157,167.00	78.58%
DEPARTMENT: Capital Water Project - Water Plant - 4900		\$200,000.00	\$19,864.00	\$19,864.00	\$180,136.00	\$22,969.00	\$157,167.00	78.58%
6000.00.0000.58311.00000	USDA 91-22 \$1.2 MIL	\$57,611.89	\$57,611.89	\$57,611.89	\$0.00	\$0.00	\$0.00	0.00%
6000.00.0000.58312.00000	USDA 91-31 \$9.1 MIL	\$381,062.50	\$0.00	\$0.00	\$381,062.50	\$0.00	\$381,062.50	100.00%
6000.00.0000.58313.00000	USDA 91-30 \$1.5 MIL	\$73,921.87	\$73,921.87	\$73,921.87	\$0.01	\$0.00	\$0.01	0.00%
6000.00.0000.58314.00000	91-28 Manganese \$1.58 MIL	\$79,691.25	\$0.00	\$0.00	\$79,691.25	\$0.00	\$79,691.25	100.00%
6000.00.0000.58315.00000	91-34 Manganese \$1.1 MIL	\$53,861.25	\$0.00	\$0.00	\$53,861.25	\$0.00	\$53,861.25	100.00%
6000.00.0000.58316.00000	91-35 Manganese \$1.27 MIL	\$50,439.56	\$0.00	\$0.00	\$50,439.56	\$0.00	\$50,439.56	100.00%
6000.00.0000.58317.00000	CCWF \$1 MIL	\$64,411.67	\$0.00	\$0.00	\$64,411.67	\$0.00	\$64,411.67	100.00%
6000.00.0000.58320.00000	Water Bond Notes	\$0.00	\$26,716.24	\$26,716.24	(\$26,716.24)	\$37,847.36	(\$64,563.60)	0.00%
6000.00.0000.58340.00000	Bank fees	\$0.00	\$326.85	\$326.85	(\$326.85)	\$0.00	(\$326.85)	0.00%
6000.00.0000.58340.00000	Unemployment Compensation	\$1,000.00	\$480.32	\$480.32	\$519.68	\$106.50	\$413.18	41.32%
6000.80.0000.52600.00000	DEPARTMENT: Undesignated - 0000	\$762,000.00	\$159,057.17	\$159,057.17	\$602,942.83	\$37,953.86	\$564,988.97	74.15%
6000.80.8001.53070.00000	LabTesting	\$15,000.00	\$8,135.33	\$8,135.33	\$6,864.67	\$4,127.50	\$2,737.17	18.25%
6000.80.8001.54111.00000	CT Water	\$100,000.00	\$39,043.56	\$39,043.56	\$60,956.44	\$27,743.63	\$33,212.81	33.21%
6000.80.8001.56220.00000	Water Electricity	\$200,000.00	\$47,767.70	\$47,767.70	\$152,232.30	\$3,183.84	\$149,048.46	74.52%
6000.80.8001.56221.00000	Fuel / Heating/ Propane	\$19,000.00	\$5,752.81	\$5,752.81	\$13,247.19	\$3,381.48	\$9,865.71	51.92%
6000.80.8001.56290.00000	Lab Supplies	\$10,000.00	\$1,520.49	\$1,520.49	\$8,479.51	\$2,368.02	\$6,111.49	61.11%
6000.80.8005.56100.00000	DEPARTMENT: Source of Supply - 8001	\$344,000.00	\$102,219.89	\$102,219.89	\$241,780.11	\$40,804.47	\$200,975.64	58.42%
6000.80.8005.56100.00000	Chemicals Supply	\$200,000.00	\$80,119.66	\$80,119.66	\$119,880.34	\$25,756.10	\$94,124.24	47.06%
6000.80.8007.51610.00000	DEPARTMENT: Treatment Expenses - 8005	\$200,000.00	\$80,119.66	\$80,119.66	\$119,880.34	\$25,756.10	\$94,124.24	47.06%
6000.80.8007.51610.00000	Water Regular	\$470,000.00	\$182,290.40	\$182,290.40	\$287,709.60	\$299,888.70	(\$12,179.10)	-2.59%
6000.80.8007.51630.00000	Water OT	\$50,000.00	\$16,543.66	\$16,543.66	\$33,456.34	\$0.00	\$33,456.34	66.91%
6000.80.8007.54300.00000	Repairs and Maintenance	\$273,700.00	\$67,593.87	\$67,593.87	\$206,106.13	\$52,999.17	\$153,106.96	55.94%
6000.80.8007.56260.00000	Gasoline & Diesel	\$5,000.00	\$1,527.12	\$1,527.12	\$3,472.88	\$826.73	\$2,646.15	52.92%
6000.80.8009.53100.00000	DEPARTMENT: Transmission & Distribution - 8007	\$798,700.00	\$267,955.05	\$267,955.05	\$530,744.95	\$353,714.60	\$177,030.35	22.16%
6000.80.8009.53100.00000	Audit - Water	\$8,000.00	\$1,500.00	\$1,500.00	\$6,500.00	\$0.00	\$6,500.00	81.25%
6000.80.8009.55310.00000	DEPARTMENT: Accounting & Collections - 8009	\$7,000.00	\$140.00	\$140.00	\$6,860.00	\$0.00	\$6,860.00	98.00%
6000.80.8011.51640.00000	Cell Phone Stipend	\$350.00	\$150.00	\$150.00	\$200.00	\$150.00	\$50.00	14.29%
6000.80.8011.52100.00000	Group Insurance	\$1,800.00	\$702.00	\$702.00	\$1,098.00	\$0.00	\$1,098.00	61.00%
6000.80.8011.53011.00000	Professional Services	\$45,000.00	\$9,176.00	\$9,176.00	\$35,824.00	\$2,251.25	\$33,572.75	74.61%
6000.80.8011.53020.00000	Legal Services	\$10,000.00	\$9.25	\$9.25	\$9,990.75	\$0.00	\$9,990.75	99.91%
6000.80.8011.53101.00000	Town Services/Engineer	\$9,000.00	\$0.00	\$0.00	\$9,000.00	\$0.00	\$9,000.00	100.00%
6000.80.8011.53101.00000	Training/Conferences	\$10,000.00	\$551.00	\$551.00	\$9,449.00	\$0.00	\$9,449.00	94.49%
6000.80.8011.53500.00000	Architects/Engineers	\$10,000.00	\$2,727.88	\$2,727.88	\$7,272.12	\$38,763.62	(\$31,491.50)	-314.92%
6000.80.8011.54410.00000	Tech Support	\$60,000.00	\$10,210.98	\$10,210.98	\$39,789.02	\$511.42	\$39,277.60	78.56%
6000.80.8011.55200.00000	Rents	\$7,000.00	\$5,625.00	\$5,625.00	\$1,375.00	\$1,125.00	\$250.00	3.57%
6000.80.8011.55201.00000	LAP Insurance	\$35,000.00	\$19,710.87	\$19,710.87	\$15,289.13	\$0.00	\$15,289.13	43.68%
6000.80.8011.55201.00000	Workers' Compensation Ins.	\$17,000.00	\$10,082.39	\$10,082.39	\$6,917.61	\$0.00	\$6,917.61	40.69%
6000.80.8011.55300.00000	Utilities -phone/internet	\$14,000.00	\$4,180.37	\$4,180.37	\$9,819.63	\$1,076.19	\$8,743.44	62.45%
6000.80.8011.55301.00000	Postage	\$5,000.00	\$46.68	\$46.68	\$4,953.32	\$161.23	\$4,792.09	95.84%
6000.80.8011.55500.00000	Printing & Publication	\$6,000.00	\$656.00	\$656.00	\$5,344.00	\$0.00	\$5,344.00	89.07%
6000.80.8011.56010.00000	Office Supply	\$7,000.00	\$2,897.68	\$2,897.68	\$4,102.32	\$728.54	\$3,373.78	48.20%
6000.80.8011.56011.00000	Safety Supplies	\$3,000.00	\$224.77	\$224.77	\$2,775.23	\$0.00	\$2,775.23	92.51%

Water Pollution Control Authority

FY 22 Water Expenditure

Fiscal Year: 2021-2022

From Date: 7/1/2021 To Date: 6/30/2022

Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
6000.80.8011.56900.00000	Custodial Supplies	\$2,000.00	\$40.37	\$40.37	\$1,959.63	\$0.00	\$1,959.63	97.98%
6000.80.8011.56903.00000	Contingency	\$42,000.00	\$13,373.93	\$13,373.93	\$28,626.07	\$0.00	\$28,626.07	68.16%
	DEPARTMENT: Admin & General Ex - 8011	\$274,150.00	\$80,365.17	\$80,365.17	\$193,784.83	\$44,767.25	\$149,017.58	54.36%
6000.80.8013.52200.00000	Social Security	\$45,900.00	\$15,806.11	\$15,806.11	\$30,093.89	\$22,301.23	\$7,792.66	16.98%
6000.80.8013.52300.00000	Retirement Contributions	\$10,000.00	\$1,529.95	\$1,529.95	\$8,470.05	\$0.00	\$8,470.05	84.70%
6000.80.8013.52400.00000	Health Savings Contributions	\$12,000.00	\$12,000.00	\$12,000.00	\$0.00	\$8,000.00	(\$8,000.00)	-66.67%
6000.80.8013.52800.00000	Health Insurance	\$108,000.00	\$41,537.87	\$41,537.87	\$66,462.13	\$53,139.68	\$13,322.45	12.34%
6000.80.8013.52801.00000	Insurance Buyout	\$3,250.00	\$3,500.00	\$3,500.00	(\$250.00)	\$3,500.00	(\$3,750.00)	-115.38%
6000.80.8013.52850.00000	Dental Insurance	\$4,000.00	\$912.09	\$912.09	\$3,087.91	\$1,305.10	\$1,782.81	44.57%
	DEPARTMENT: Employee Benefits - 8013	\$183,150.00	\$75,286.02	\$75,286.02	\$107,863.98	\$88,246.01	\$19,617.97	10.71%
6000.80.8015.54302.00000	Vehicle Maint. & Repair	\$5,000.00	\$1,685.59	\$1,685.59	\$3,314.41	\$300.00	\$3,014.41	60.29%
6000.80.8015.55800.00000	Travel Reimb.	\$900.00	\$450.00	\$450.00	\$450.00	\$450.00	\$0.00	0.00%
6000.80.8015.56300.00000	Meals	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	100.00%
6000.80.8015.57010.00000	Property Taxes	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$10,000.00	100.00%
6000.80.8015.58100.00000	Diversion Permits	\$35,000.00	\$15,000.00	\$15,000.00	\$20,000.00	\$0.00	\$20,000.00	57.14%
	DEPARTMENT: Non-operating Expenses - 8015	\$51,000.00	\$17,135.59	\$17,135.59	\$33,864.41	\$750.00	\$33,114.41	64.93%
	Grand Total:	\$2,828,000.00	\$803,642.55	\$803,642.55	\$2,024,357.45	\$614,961.29	\$1,409,396.16	49.84%

End of Report

Putnam WWTP December 2021

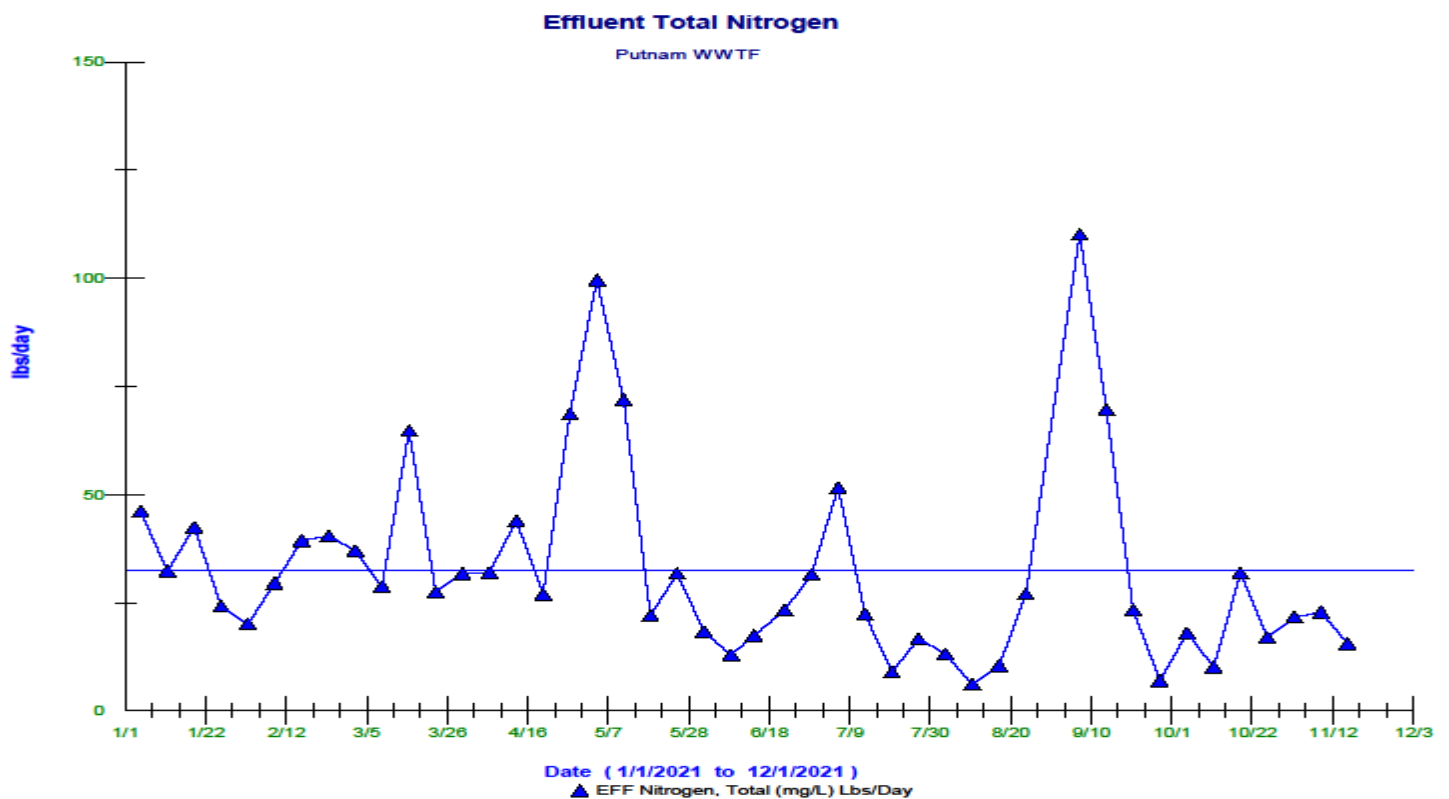


Putnam Wastewater Report for the December 2021 meeting

- All required sampling, testing, laboratory analysis, and reporting had been completed for the wastewater treatment plant.
- The wastewater facility operated in full compliance with permit limits.
- We received 566,416 gallons of septage in October and 487,782 in November.
- We successfully treated 381 million gallons of wastewater so far this year.
- Average effluent concentrations for BOD & TSS were 4.0 mg/L & 6.0 mg/L respectively for the year. This is well below the NPDES permit average limit of 30.0 mg/L for them.
- Finished the DEEP required operation survey. This yearly comprehensive survey requires a great deal of details such as how many pumps and blowers are being operated and how many hours a day. They need percent efficiency and kwh used calculated times the average kwh cost delivered to the plant. That just scratches the surface of the level of details required.
- No odor complaints had been received.
- We had 55 Call before you dig mark outs since my last report.
- A total of 6,400 feet of sewer line had been jetted since my last report. Pall Corp, Franklin, Flagg, Grove, Lyons, Thompson Ave, and School
- We have had some problems with the gear boxes for our clarifiers. They are leaking oil. These are 40' diameter tanks that slowly rotate scrapers and plows every minute of every day. Admittedly, we are feeling the effect of supply chain issues and available contractors for repairs and replacements.
- Working on our National Pollution Discharge Elimination System Permit (NPDES Permit) renewal application for the DEEP. This renewal is required every 5 years. The State requires volumes of data so they can determine if the permit needs to be more stringent or needs to set new limits.
- Although the staff of the DEEP are working from home, they still increase the demands of the permit holders. They recently changed their requirements for reporting. This required individual usernames and passwords with appropriate training for most of our staff. Easier for them, harder for us...
- Three of our staff have sent in their applications to take the Wastewater Treatment Operator test. They have been provided training materials and soon they will have one on one training with one of the best wastewater teachers in New England.

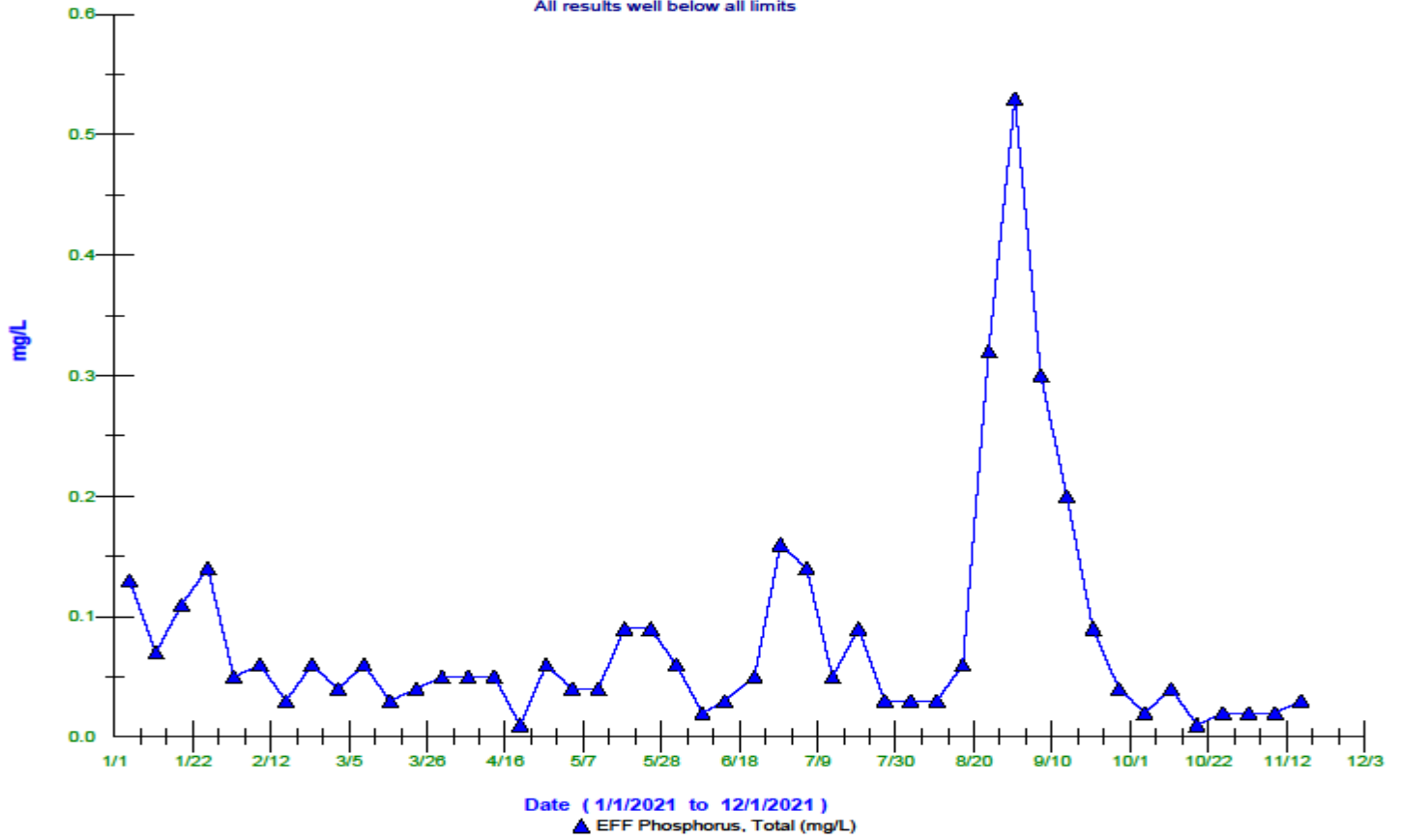
CT TOWN OF PUTNAM WWT

Month	EFF Flow, Total Daily (MGD)	INF ROD (5 day) (mg/L)	INF Solids, Total Suspended (mg/L)	EFF ROD(5 day) (mg/L)	EFF Solids, Total Suspended (mg/L)
Jan '21	43.39	132	196	2.8	2.4
Feb '21	34.18	184	302	5.5	4.1
Mar '21	40.41	208	411	3.4	6.4
Apr '21	40.12	239	537	4.8	6.8
May '21	39.37	241	516	3.3	5.9
Jun '21	39.18	345	466	3.2	7.6
Jul '21	46.320	152	278	3.4	7.0
Aug '21	23.860	198	302	2.3	5.6
Sep '21	28.500	163	301	4.9	5.0
Oct '21	24.090	180	342	2.6	7.2
Nov '21	22.074	193	341	3.2	6.9
Dec '21					
Total	381.44	2,256	4,083	39	65
Average	31.68	205	371	4	6



Effluent Total Phosphorus

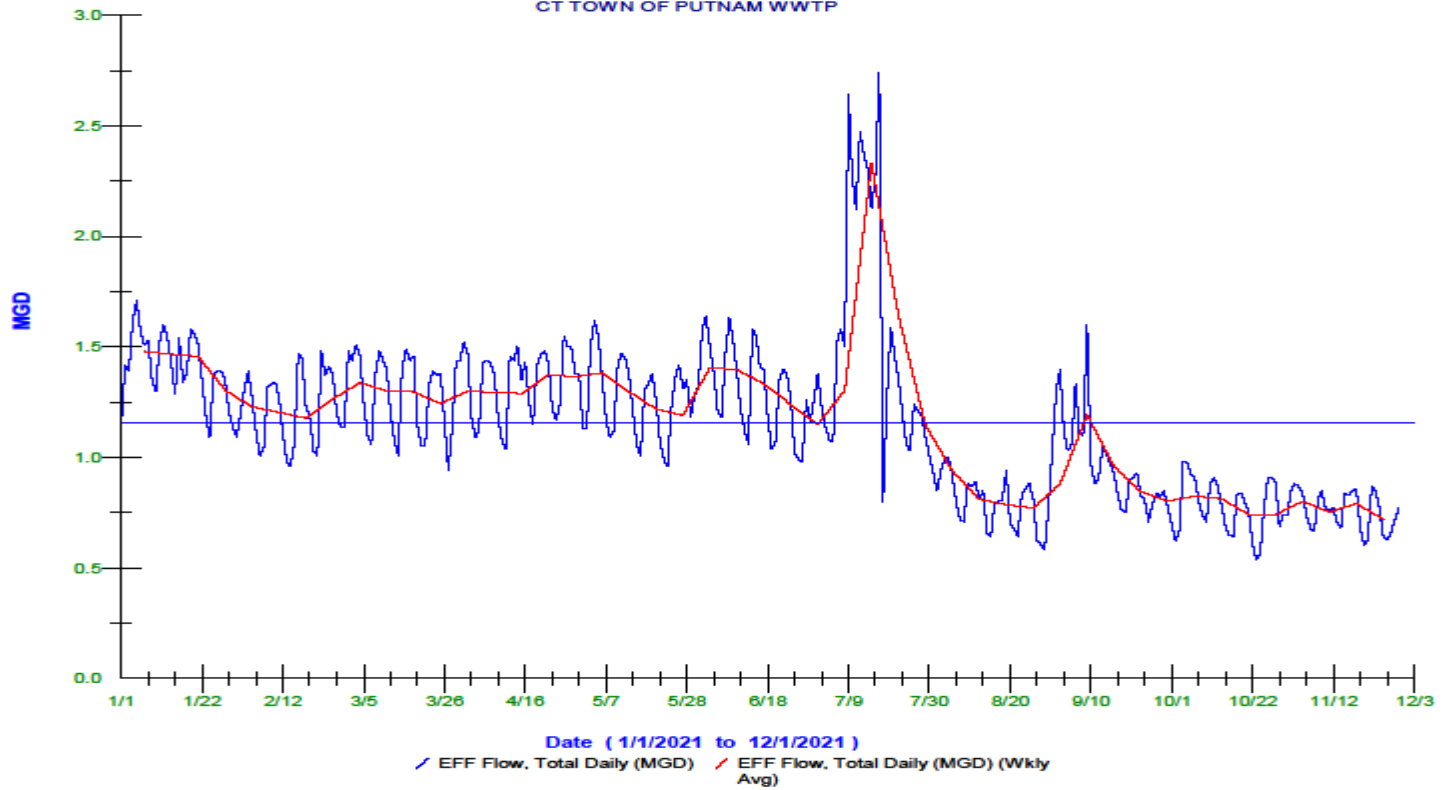
All results well below all limits



Effluent Total Nitrogen

Effluent Flow MGD

CT TOWN OF PUTNAM WWTP



Effluent Flow MGD

Putnam WTP December 2021



Administrator's Report December 2021 meeting

- The building project has come to a halt. We are now just waiting for the generators and the building to be delivered. Some electrical work to get the generators installed is finishing up.
- I have been told that negotiations for the WPCA Union Contract will probably start up at the beginning of the year. The Town now has three different unions. There was a vote to separate the Town Highway, Clerical and the WPCA personnel into their own unions.
- We had to have one of the wells worked on at the Kennedy Drive location. G-2 needed work on the pump.
- Woodstock Academy will be taking a tour of our water plants this month. A chemistry class is studying the Flint, Michigan water crisis and they wanted to see how the water treatment process works here in Putnam.
- Last week, I checked on the status of the two trucks we ordered in April. I was informed that because of the backlog of orders, we weren't even on the schedule for production yet. I was told we should be on the production list around the first of the year and to then expect delivery in 6-8 weeks.
- I signed up the WPCA to be part of the Connecticut Low-income Household Water Assistance program. There is money through the Department of Social Services to help low-income customers pay for their utilities. The money goes through the Danielson Access Agency. People apply through them, we let Access know how much they owe, and they will disburse the money directly to our WPCA office. We have filled out all the paperwork with the State and are just waiting for the Access Agency to be set up to handle the cases.

Overall, everything is running great. The staff continues to keep the plants running smoothly and efficiently. With the cold weather coming, the guys are beginning to work on some inside projects.

PUTNAM WPCA - DRINKING WATER DIVISION

2021 Annual Water Diversion Report

Month	Diversion Source and Location						Monthly Total
	Little River	% of Total	Combined Wells	% of Total	Interconnection	% of Total	
January	4,135,900	17%	18,818,500	77%	1,562,400	6%	24,516,800
February	5,582,400	22%	18,271,600	72%	1,411,200	6%	25,265,200
March	8,813,100	31%	17,917,200	64%	1,436,400	5%	28,166,700
April	7,980,400	29%	18,166,100	66%	1,512,000	5%	27,658,500
May	8,990,700	31%	17,672,300	61%	2,217,600	8%	28,880,600
June	6,838,400	22%	21,857,000	72%	1,792,800	6%	30,488,200
July	3,709,300	13%	23,864,700	82%	1,562,400	5%	29,136,400
August	5,977,900	20%	22,919,400	75%	1,562,400	5%	30,459,700
September	5,401,000	18%	22,442,900	76%	1,512,000	5%	29,355,900
October	3,970,800	14%	23,524,000	81%	1,562,400	5%	29,057,200
November	7,117,200	29%	16,210,900	65%	1,512,000	6%	24,840,100
December							-
Annual Totals	68,517,100	22%	221,664,600	72%	17,643,600	6%	307,825,300
		(Average)		(Average)		(Average)	(Grand Total)

PUTNAM WPCA - DRINKING WATER DIVISION

Stage 2 DBPR

Locational Running Annual Averages

Site I.D.	Richmond Hill Tank				Cargill Quick Lube			
Map Location	1				2			
Site I.D. No.	00600RT				00600CQL			
Parameter	TTHM	Avg	HAA5	Avg	TTHM	Avg	HAA5	Avg
Dates								
1/7/2019	30.3	25.9	22.3	17.7	22.7	15.5	17.0	7.7
4/1/2019	29.3	22.9	17.0	12.5	23.7	19.1	17.2	11.3
7/5/2019	18.6	24.4	6.6	12.9	17.0	19.0	5.4	11.3
10/1/2019	47.8	31.5	11.9	14.5	15.5	19.7	5.4	11.3
1/6/2020	11.9	26.9	7.5	10.8	20.0	19.1	11.0	9.8
4/7/2020	20.7	24.8	18.9	11.2	14.5	16.8	3.3	6.3
7/1/2020	50.6	32.8	23.7	15.5	19.7	17.4	10.7	7.6
10/5/2020	44.0	31.8	21.4	17.9	17.0	17.8	4.6	7.4
1/11/2021	13.0	32.1	8.4	18.1	7.9	14.8	1.2	5.0
4/12/2021	62.0	42.4	67.1	30.2	14.9	14.9	5.1	5.4
7/12/2021	24.7	35.9	9.7	26.7	17.7	14.4	6.0	4.2
10/12/2021	71.2	42.7	25.0	27.6	26.5	16.7	7.3	4.9

Note * The 7/10/17 00600RT Site was sampled twice and the results were Averaged out as per CT DPH instructions.
 7/10/17 TTHM 143.5 ppb HAA5 71.9 ppb
 7/24/17 TTHM 8.5 ppb HAA5 0.0 ppb
 Average TTHM 76.0 ppb HAA5 36.0 ppb

Note: Results are recorded in Parts Per Billion (ppb)

MCL: TTHM's 80 ppb HAA5's 60 ppb

Note: Assessment Trigger = Current Quarter X 2 plus past 2 quarters / 4.