

Superintendent's Report – November 2025

1. Plant Operations

- Average plant flow: **0.933 MGD** (46% of daily flow)
 - Hood's average flow: **40,166 gallons** (4% of daily flow)
 - Prison flow: **265,460 gallons** (28% of daily flow)
 - BOD and TSS removal: **99%** (permit limit: >85%)
 - Average nitrogen load: **13 pounds** (permit limit: yearly average <45 pounds)
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2. Call-Before-You-Dig

- 44 tickets completed
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3. Unscheduled Overtime

- 11/2 – PS #16 (Prospect Street) – Power failure
 - 11/7 – PS #3, 8, 14, and 16 – Power failure
 - 11/27 – Plant – Effluent alarm
 - 11/28 - Bridge Street – Emergency sewer repair inspection
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4. DEEP / EPA Reporting

- Monthly NAR (Nutrient Analysis Report) – Submitted electronically to DEEP
 - Monthly MOR (Monthly Operating Report) – Submitted to DEEP
 - Monthly DMR (Discharge Monitoring Report) – Submitted electronically to EPA
 - Annual Nitrogen Survey – Submitted electronically to DEEP
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5. Inspections

- Lateral repair inspection – 835 Bridge Street

6. Maintenance Activities

Routine & Scheduled

- Annual hoist and crane inspections were completed (x7)
- Bi-monthly garage floor drain cleaning was completed
- Bi-monthly belt filter press greasing was completed (x2)
- Annual snow blower maintenance was completed (x3)
- Back flow preventor inspections and maintenance were completed (x5)
- Quarterly ammonia and nitrate probe caps were replaced (x2)
- Bi-monthly anoxic mixer system inspections were completed (x3)
- Bi monthly system inspections were completed (x3)

- Fall leaf cleanups were completed at all 19 pump stations and the plant
- Bi-monthly pressure washing of belt filter press was completed (x2)
- PS #3 (Mountain Road) wet well was cleaned
- Hickory Street low pressure system stub connections, air releases, and flushing connections were added to our GIS system

Repairs & Replacements

- The Hotsy pressure washer had a new burner installed
- PVC fitting in the headworks building was leaking and was repaired by WPCA Operators



- PS #16 (Prospect Street) discharge pipe was replaced to reduce stress on the pipe and prevent cracking in the future.



- New pump, motor, and volute was installed at PS #3 (Mountain Road)

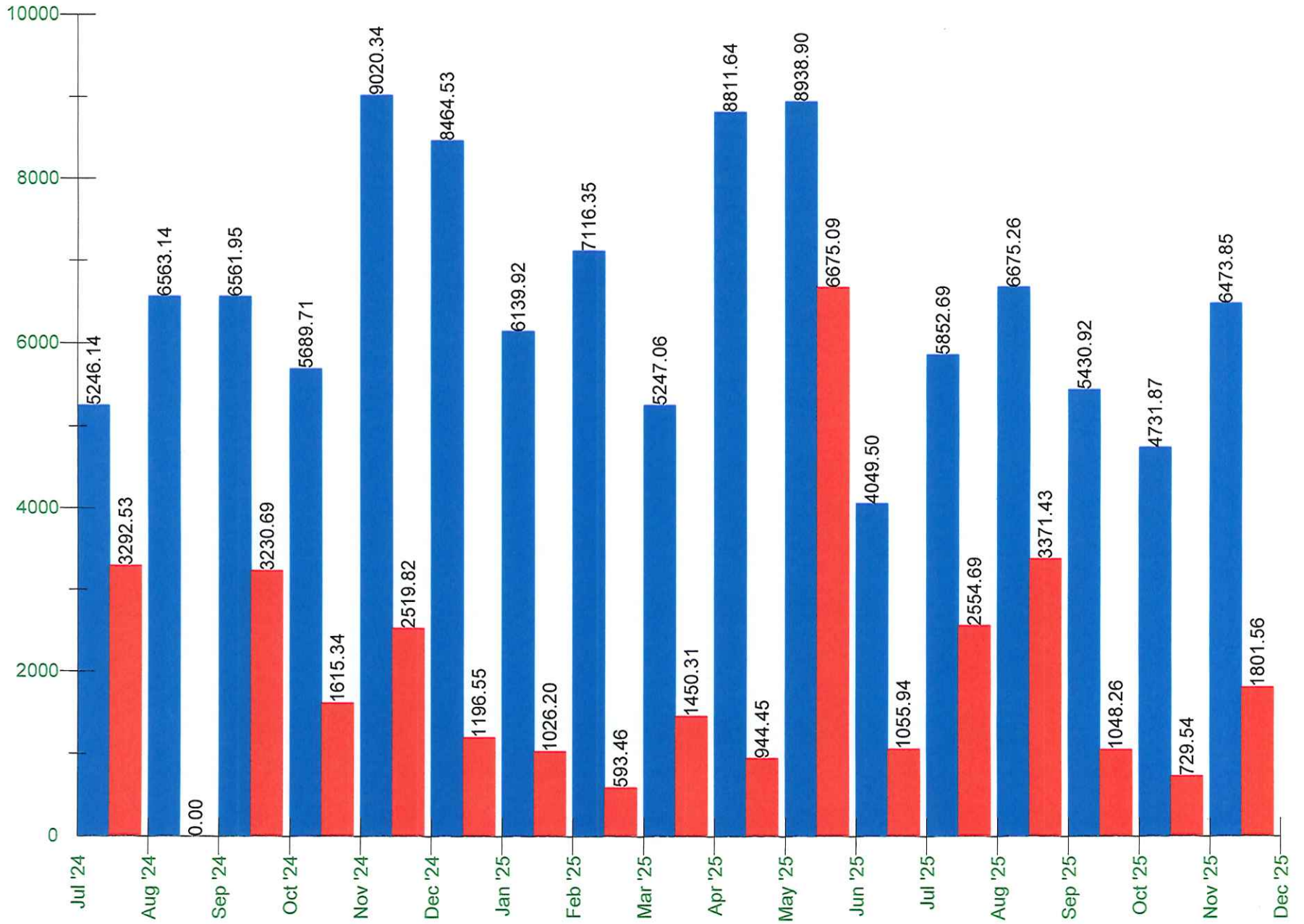


Scheduled vs Unscheduled Overtime Costs

Scheduled OT Costs

Unscheduled OT Costs

Monthly Overtime Costs in Dollars

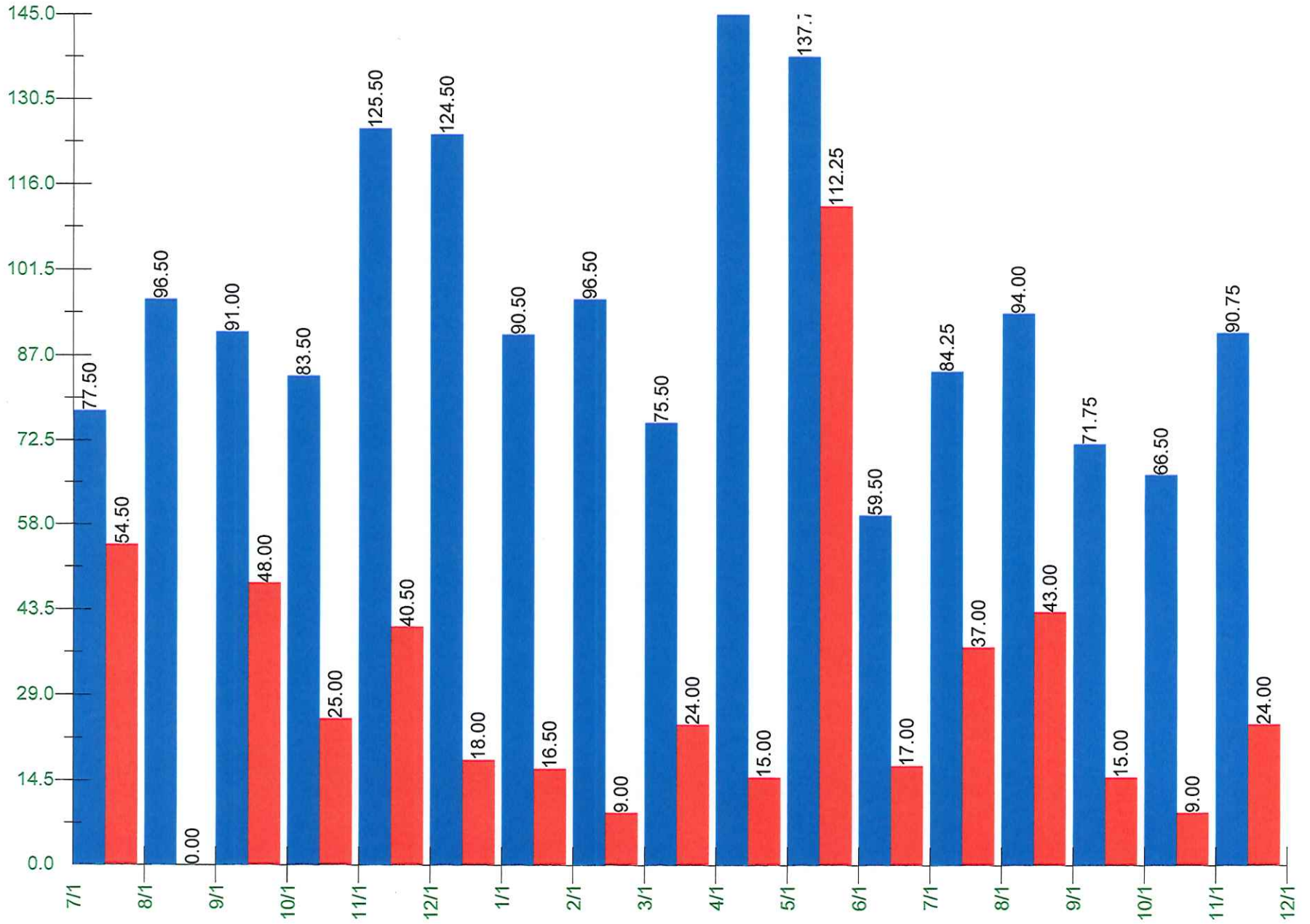


Date (7/1/2024 to 11/30/2025)

Scheduled vs Unscheduled Overtime Hours

■ Scheduled Hours ■ Unscheduled Hours

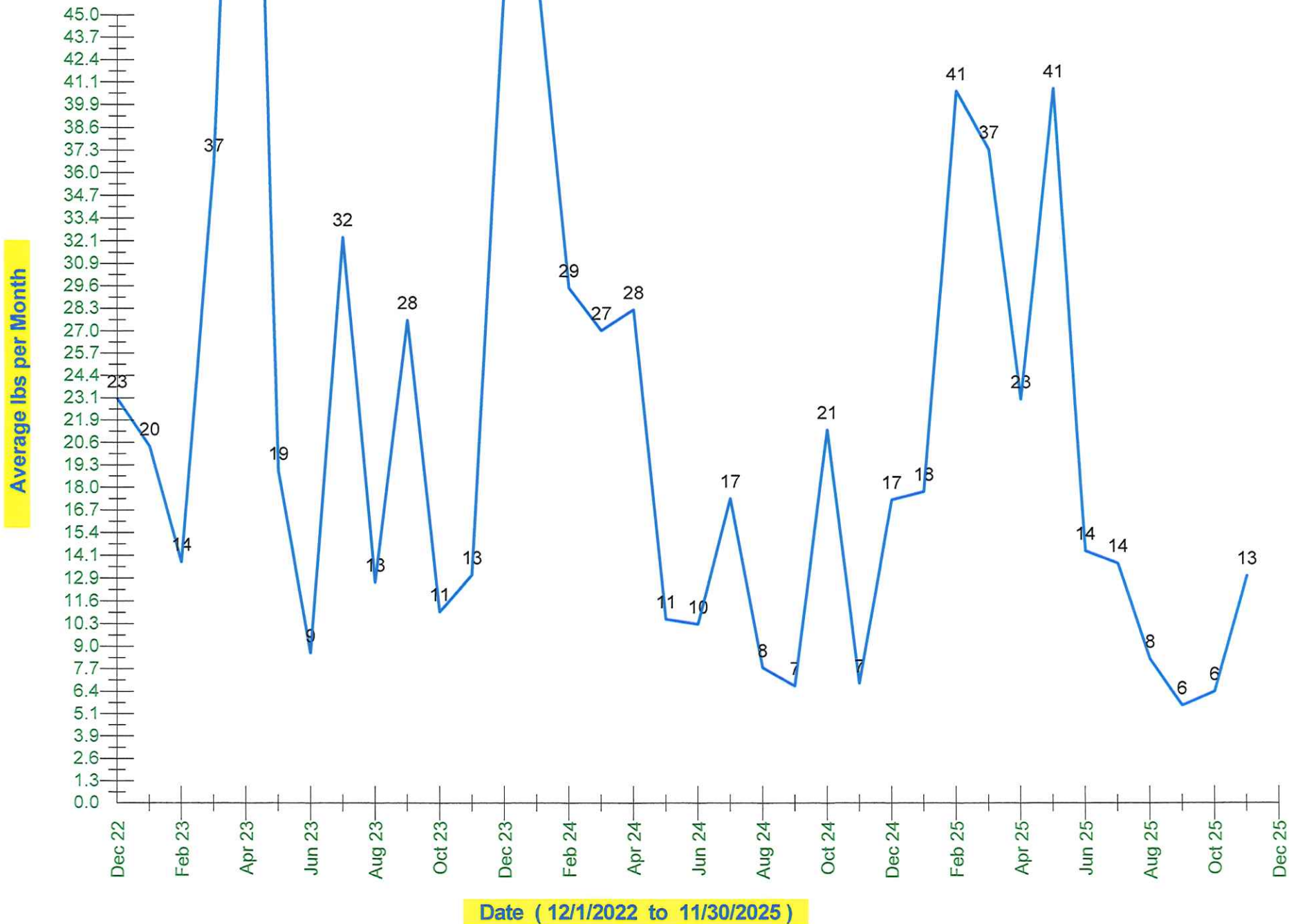
Monthly Overtime Hours



Date (7/1/2024 to 11/30/2025)

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

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

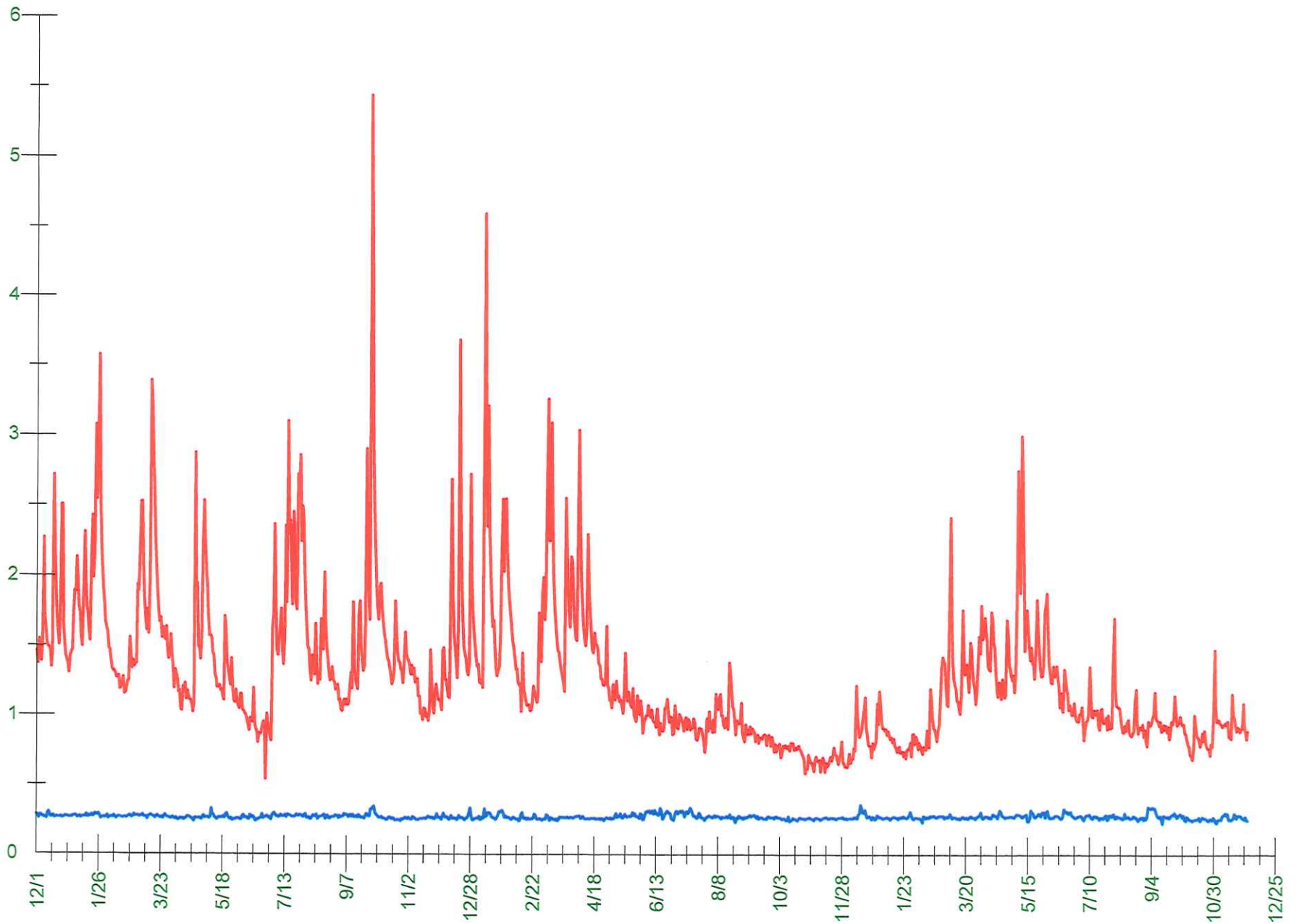


Prison Flow VS Plant Flow

PRISON DAILY FLOW

PLANT-TOTAL EFFLUENT FLOW

MGD



Date (12/1/2022 to 11/30/2025)

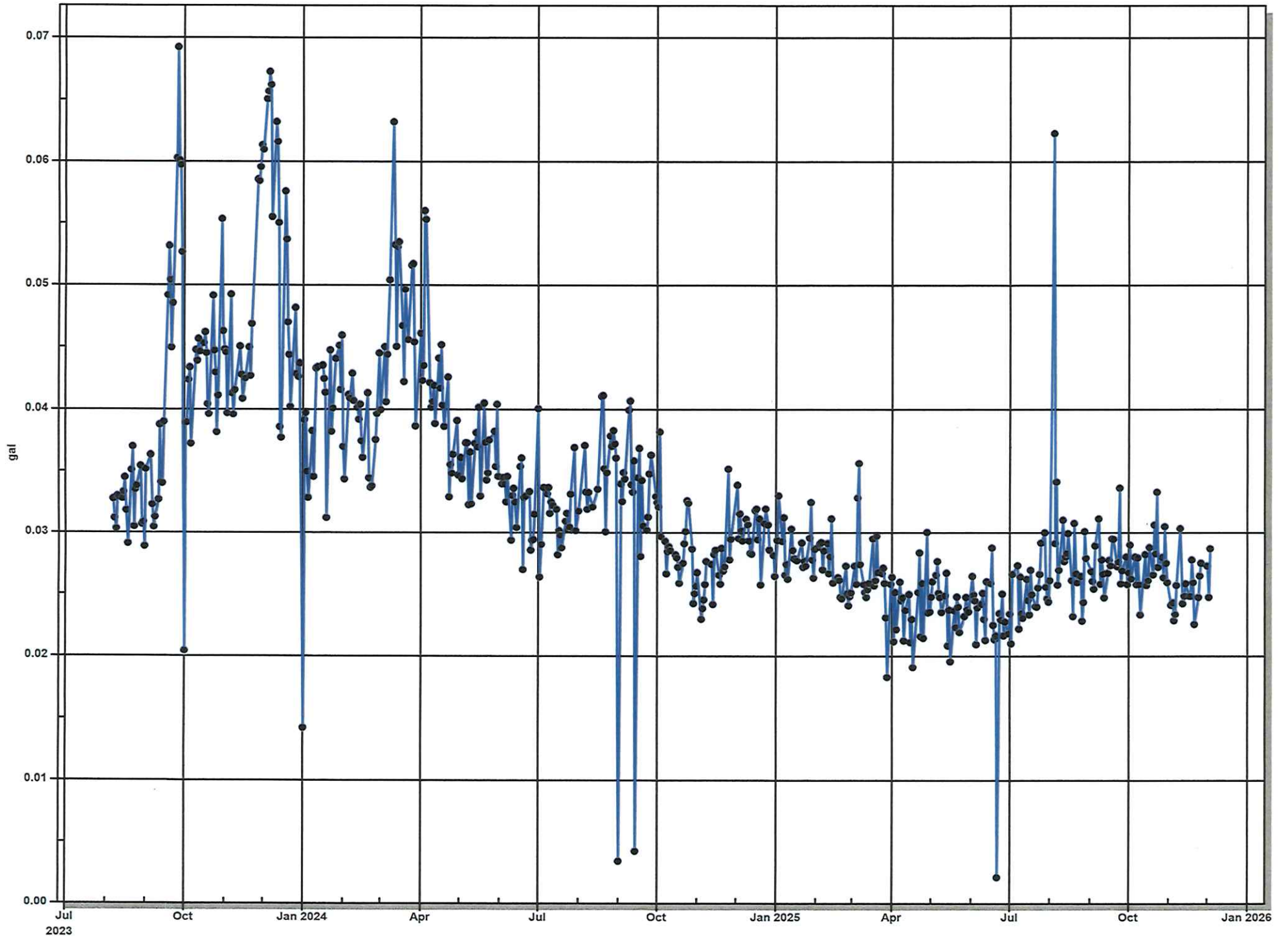
Prison Flow - Average Gallons Per Month

■ CALCULATED PRISON FLOW (Mo Avg)



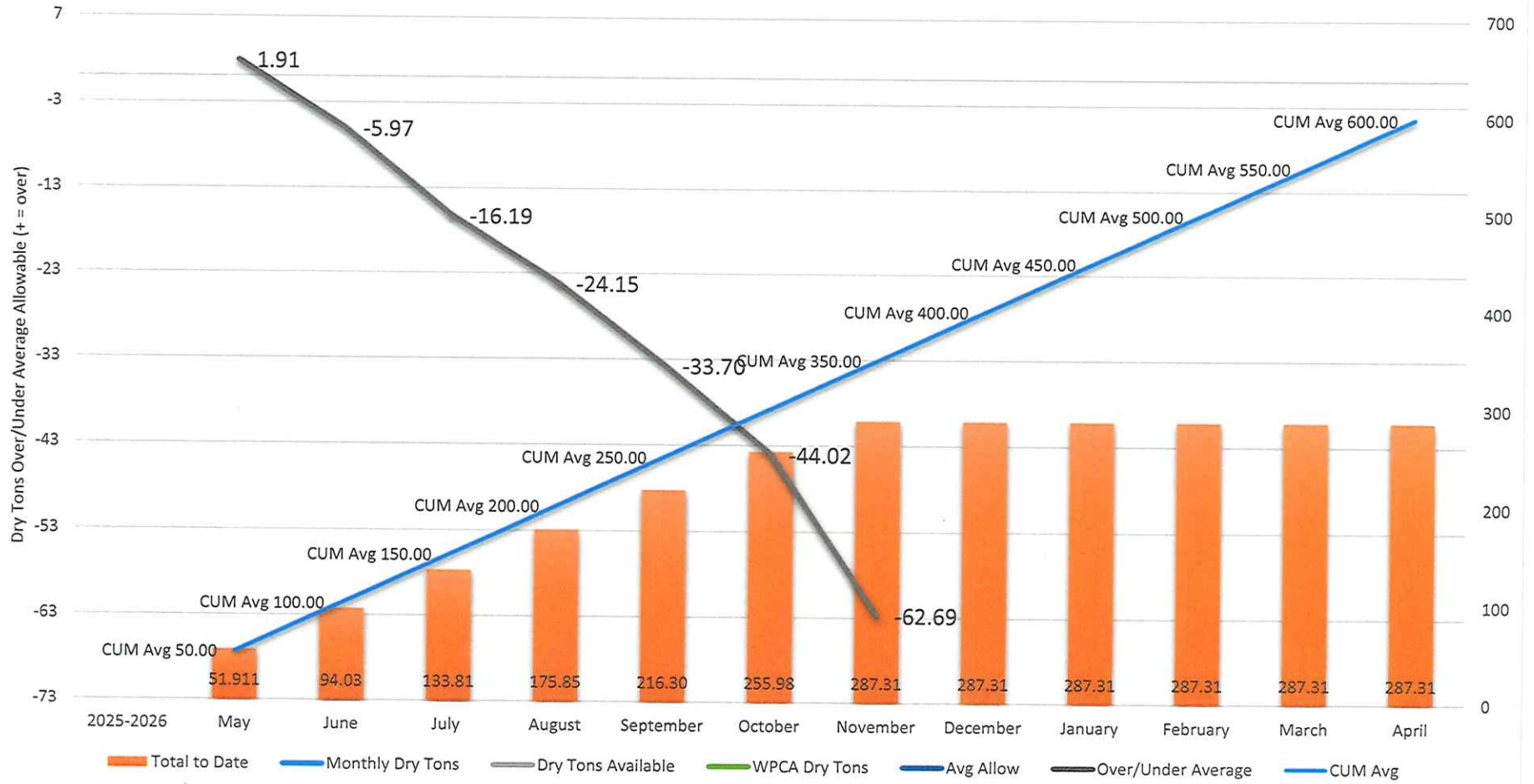
8012 - Gallons to be Wasted

8/7/2023 - 12/3/2025



Date	Monthly Dry Tons	Total to Date	Dry Tons Available	Percent of Limit	Percent of Time	WPCA Dry Tons
2025-2026						
May	51.911	51.911	548.09	8.65%	8.33%	49.53
June	42.119	94.03	505.97	15.67%	16.67%	41.95
July	39.776	133.81	466.19	22.30%	25.00%	39.29
August	42.044	175.85	424.15	29.31%	33.33%	41.29
September	40.447	216.30	383.70	36.05%	41.67%	40.49
October	39.686	255.98	344.02	42.66%	50.00%	39.68
November	31.330	287.31	312.69	47.89%	58.33%	31.33
December		287.31	312.69	47.89%	66.67%	
January		287.31	312.69	47.89%	75.00%	
February		287.31	312.69	47.89%	83.33%	
March		287.31	312.69	47.89%	91.67%	
April		287.31	312.69	47.89%	100.00%	

Sludge Total Cumulative & Over/Under Average



WPCA Reserve Capacity Maintenance Fund - 2025/2026

October 2025

Cash Balance @ 7/01/2025

FNB# 27650 \$ 5,270.11
 CADRE \$ 6,201.87

\$ 11,471.98

RECEIPTS:	BUDGET	MONTH	YTD	VARIANCE
Interest Income	\$ -	\$ 8.18	\$ 33.80	\$ (33.80)
From Clerk of the Works	\$ -	\$ -	\$ -	\$ -
Due From Other Funds	\$ -	\$ -	\$ -	\$ -
Transfer In	\$ 892,000	\$ -	\$ -	\$ 892,000.00
Miscellaneous Income	\$ -	\$ -	\$ -	\$ -
Transfer from Assessment	\$ 94,000	\$ -	\$ -	\$ 94,000.00
Transfer from O&M Line Item	\$ 377,000	\$ 40,000.00	\$ 40,000.00	\$ 337,000.00
Grant Income	\$ 480,000	\$ -	\$ -	\$ 480,000.00
Transfer From Fund Balance	\$ 557,000	\$ -	\$ -	\$ 557,000.00
TOTAL RECEIPTS	\$ 2,400,000	\$ 40,008.18	\$ 40,033.80	\$ 2,359,966.20

DISBURSEMENTS:

Plant Upgrades	\$ 874,000	\$ 13,312.00	\$ 14,402.00	\$ 859,598.00
Emergency Repairs	\$ -	\$ -	\$ -	\$ -
Accounts Payable 2024 2025	\$ -	\$ 19,916.00	\$ 334,978.70	\$ (334,978.70)
Misc Repairs	\$ 1,526,000	\$ -	\$ -	\$ 1,526,000.00
Transfer Out to ADMIN	\$ -	\$ -	\$ -	\$ -
Due From Other Funds	\$ -	\$ -	\$ -	\$ -
Sewer Development	\$ -	\$ -	\$ -	\$ -
	\$ 2,400,000	\$ 33,228.00	\$ 349,380.70	\$ 2,050,619.30

CASH POSITION SUMMARY:

TRANSFERS - COVER LY AP	\$ 320,000.00		
Cash Balance @ 7/01/2025	\$ 11,471.98	\$ 15,889.41	First National Bank
YTD Receipts:	\$ 40,033.80	\$ 6,235.67	CADRE
YTD Disbursements:	\$ 349,380.70		
Cash Balance @ 10/31/2025	\$ 22,125.08	\$ 22,125.08	\$ (0.00)

WPCA Administration Fund - 2025/2026

October

2025

Cash Balance 7/1/2025	FNB# 6475	\$87,676.97
	Scanned Account	\$7,499.89
	Invoice Cloud	\$5,611.99
	TDBank Admin	\$26,472.13
	TDBank Reserve	\$481,982.02
	STIF Account	\$4,695,356.25

18-Nov-25

\$ 5,304,599.25

RECEIPTS	BUDGET	MONTH	YTD	VARIANCE
User Fees 25 26	\$ 1,742,000	\$ 23,473.44	\$ 1,700,718.09	\$ 41,281.67
Prison	\$ 948,000	\$ -	\$ -	\$ 948,000.00
Prison 2024/2025	\$ -	\$ -	\$ 239,165.50	\$ (239,165.50)
Kent Farms	\$ 19,000	\$ -	\$ 19,780.00	\$ (780.00)
Delinquent Payments	\$ 37,000	\$ 7,079.78	\$ 17,671.26	\$ 19,328.74
H.P. Hood	\$ 857,000	\$ -	\$ -	\$ 857,000.00
H.P. Hood 2024/2025	\$ -	\$ -	\$ 249,772.65	\$ (249,772.65)
Interest & Fees	\$ 25,000	\$ 4,091.33	\$ 32,322.19	\$ (7,322.19)
Permits & Septic	\$ 57,000	\$ 11,466.88	\$ 25,355.63	\$ 31,644.37
Misc Income	\$ -	\$ 309.38	\$ 1,445.89	\$ (1,445.89)
- Scrap metal	\$ -	\$ -	\$ -	\$ -
Due To/Due From	\$ -	\$ -	\$ -	\$ -
Clerk of the Works	\$ -	\$ -	\$ -	\$ -
Appropriation Refunds	\$ -	\$ -	\$ -	\$ -
Invest Income	\$ 84,000	\$ 20,914.07	\$ 68,293.86	\$ 15,706.14
Grant \$ Received	\$ -	\$ -	\$ 4,384.00	\$ (4,384.00)
Transfer from Fund Balance	\$ 557,000	\$ -	\$ -	\$ 557,000.00
TOTAL RECEIPTS	\$ 4,326,000	\$ 67,334.88	\$ 2,358,909.07	\$ 1,967,090.69

EXPENDITURES

Payroll Payable (2024/2025)	\$ -	\$ -	\$ 24,552.18	\$ (24,552.18)
Payroll (with SS)	\$ 1,174,000	\$ 115,542.86	\$ 344,627.63	\$ 829,372.37
Other Expenditures	\$ 2,595,000	\$ 136,469.52	\$ 523,950.13	\$ 2,071,049.87
Due To/Due From	\$ -	\$ 6,079.95	\$ (8,035.49)	\$ 8,035.49
Clerk of the Works	\$ -	\$ -	\$ -	\$ -
Accounts Payable	\$ -	\$ 6,321.55	\$ 190,103.69	\$ (190,103.69)
Transfer to RCM	\$ 557,000	\$ -	\$ -	\$ 557,000.00
TOTAL DISBURSEMENTS	\$ 4,326,000	\$ 264,413.88	\$ 1,075,198.14	\$ 3,250,801.86

Cash Reconciliation 10/31/2025

XFERS TO OTHER ACCOUNT	\$ 360,000.00
FNB# 6475	\$ 40,607.47
Scanned Account	\$ 30,158.19
Invoice Cloud	\$ 13,945.27
TDBank Admin	\$ 65,936.44
TDBank Reserve	\$ 484,609.23
STIF Account	\$ 5,593,053.58
	\$ 6,588,310.18
	\$ 6,588,310.18

Prior/Current Year Comparison

RECEIPTS	2024/2025 Month	2025/2026 Month	Variance	2024/2025 Year To Date	2025/2026 Year To Date	Variance
User Fees current Year	\$ 15,807.11	\$ 23,473.44	\$ 7,666.33	\$ 1,586,419.99	\$ 1,700,718.09	\$ 114,298.10
Prison	\$ 236,929.71	\$ -	\$ (236,929.71)	\$ 236,929.71	\$ -	\$ (236,929.71)
Prison Last Fiscal year	\$ -	\$ -	\$ -	\$ 227,578.76	\$ 239,165.50	\$ 11,586.74
Kent Farms	\$ -	\$ -	\$ -	\$ 19,350.00	\$ 19,780.00	\$ 430.00
Delinquent Payments	\$ 9,116.59	\$ 7,079.78	\$ (2,036.81)	\$ 33,398.31	\$ 17,671.26	\$ (15,727.05)
H.P. Hood	\$ 245,001.09	\$ -	\$ (245,001.09)	\$ 245,001.09	\$ -	\$ (245,001.09)
H.P. Hood Last Fiscal year	\$ 312,537.20	\$ -	\$ (312,537.20)	\$ 312,537.20	\$ 249,772.65	\$ (62,764.55)
Interest & Fees	\$ 4,494.35	\$ 4,091.33	\$ (403.02)	\$ 20,404.37	\$ 32,322.19	\$ 11,917.82
Permits & Septic	\$ 6,311.88	\$ 11,466.88	\$ 5,155.00	\$ 14,378.77	\$ 25,355.63	\$ 10,976.86
Misc Income	\$ -	\$ 309.38	\$ 309.38	\$ -	\$ 1,445.89	\$ 1,445.89
- Scrap metal	\$ 689.73	\$ -	\$ (689.73)	\$ 689.73	\$ -	\$ (689.73)
Due To/Due From	\$ -	\$ -	\$ -	\$ 150,000.00	\$ -	\$ (150,000.00)
Clerk of the Works	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Appropriation Refunds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Invest Income	\$ 19,487.70	\$ 20,914.07	\$ 1,426.37	\$ 70,489.29	\$ 68,293.86	\$ (2,195.43)
Grant \$ Received	\$ -	\$ -	\$ -	\$ 1,237.00	\$ 4,384.00	\$ 3,147.00
Transfer from Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL RECEIPTS	\$ 850,375.36	\$ 67,334.88	\$ (783,040.48)	\$ 2,918,414.22	\$ 2,358,909.07	\$ (559,505.15)
EXPENDITURES						
Payroll Payable (Last Fiscal yr)	\$ -	\$ -	\$ -	\$ -	\$ 24,552.18	\$ 24,552.18
Payroll (with SS)	\$ 126,233.25	\$ 115,542.86	\$ (10,690.39)	\$ 375,964.77	\$ 344,627.63	\$ (31,337.14)
Other Expenditures	\$ 89,100.05	\$ 136,469.52	\$ 47,369.47	\$ 504,471.55	\$ 523,950.13	\$ 19,478.58
Due To/Due From	\$ (12,090.81)	\$ 6,079.95	\$ 18,170.76	\$ (24,238.43)	\$ (8,035.49)	\$ 16,202.94
Clerk of the Works	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Accounts Payable	\$ -	\$ 6,321.55	\$ 6,321.55	\$ 96,309.70	\$ 190,103.69	\$ 93,793.99
Transfer to RCM	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL DISBURSEMENTS	\$ 203,242.49	\$ 264,413.88	\$ 61,171.39	\$ 952,507.59	\$ 1,075,198.14	\$ 122,690.55

WPCA Assessment Fund

2025/2026

October 2025

Cash Balance 7/1/2025	FNB	\$50,840.40
	CADRE	\$60,771.42

18-Nov-25 11:10 AM		\$111,611.82

RECEIPTS

	BUDGET	MONTH	YTD	VARIANCE
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Developer's Agreements	\$ 56,000	\$ 8,000.00	\$ 152,000.00	\$ (96,000.00)
Current Assessments	\$ 26,500	\$ 5,134.25	\$ 17,611.03	\$ 8,888.97
Assessments-Prior Years	\$ 3,000	\$ -	\$ -	\$ 3,000.00
Penalty Interest & Fees	\$ 2,000	\$ 139.20	\$ 141.06	\$ 1,858.94
Advance Collection	\$ 6,000	\$ 4,185.46	\$ 19,278.48	\$ (13,278.48)
Due To Others	\$ -	\$ 6,079.95	\$ (8,035.49)	\$ 8,035.49
Investment Interest	\$ 500	\$ 99.20	\$ 353.78	\$ 146.22
Transfer from Assessment Fund Bal	\$ -	\$ -	\$ -	\$ -
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TOTAL REVENUE	\$ 94,000	\$ 23,638.06	\$ 181,348.86	\$ (87,348.86)

DISBURSEMENTS

Service Charge	\$ -	\$ -	\$ -	\$ -
To General Fund Prior Year	\$ -	\$ -	\$ -	\$ -
To General Fund Current Year	\$ -	\$ -	\$ -	\$ -
Due To Others	\$ -	\$ -	\$ -	\$ -
Misc Expense	\$ -	\$ -	\$ -	\$ -
Transfer to RCM	\$ 94,000	\$ -	\$ -	\$ 94,000.00
	-----	-----	-----	-----
	\$ 94,000	\$ -	\$ -	\$ 94,000.00

Cash Balance @ 10/31/2025

FNB	\$ 214,840.40
CADRE	\$ 78,120.28

	\$ 292,960.68
	\$ -

Town of Suffield Water Pollution Control Authority
2024/2025 Operation and Maintenance Budget
(Paid in October)

<u>2025</u> <u>JUNE</u>	24/25 Budget	24/25 Current Month	24/25 Year To Date	24/25 Variance	24/25 % Unexpended
50160 · Payroll	\$ 1,072,000	\$ -	\$ 1,046,952.86	\$ 25,047.14	2%
50220 · Social security	\$ 82,000	\$ -	\$ 75,987.90	\$ 6,012.10	7%
50230 · Pension	\$ 105,000	\$ -	\$ 105,000.00	\$ -	0%
50232 - OPEB CONTRIBUTION	\$ 84,000	\$ -	\$ 84,000.00	\$ -	0%
50270 · Workers Comp	\$ 9,000	\$ -	\$ 8,466.00	\$ 534.00	6%
50290 - Safety Supplies	\$ 14,000	\$ -	\$ 5,035.05	\$ 8,964.95	64%
50341 · Legal/advice	\$ 53,000	\$ -	\$ 31,134.34	\$ 21,865.66	41%
50384 · Uniforms	\$ 7,000	\$ -	\$ 5,078.89	\$ 1,921.11	27%
50385 · Tests	\$ 51,000	\$ -	\$ 47,522.44	\$ 3,477.56	7%
50409 · Waste disposal	\$ 296,000	\$ -	\$ 220,968.05	\$ 75,031.95	25%
50433 · Process Equip - R&M	\$ 115,000	\$ -	\$ 30,343.75	\$ 84,656.25	74%
50436 · R & M - Vehicles	\$ 17,000	\$ -	\$ 24,242.33	\$ (7,242.33)	-43%
50439 · Service Contracts	\$ 46,000	\$ -	\$ 33,628.61	\$ 12,371.39	27%
50445 · Plant Maint	\$ 77,000	\$ 32.26	\$ 54,502.94	\$ 22,497.06	29%
50446 · Collection System	\$ 35,000	\$ -	\$ 23,068.70	\$ 11,931.30	34%
50520 · Insurance	\$ 37,000	\$ -	\$ 18,445.24	\$ 18,554.76	50%
50521 · Employee Insur	\$ 280,000	\$ -	\$ 216,233.44	\$ 63,766.56	23%
50530 · Postage	\$ 4,000	\$ -	\$ 3,916.29	\$ 83.71	2%
50531 · Telephone	\$ 19,000	\$ -	\$ 18,311.28	\$ 688.72	4%
50540 · Advertising	\$ 3,000	\$ -	\$ 2,785.45	\$ 214.55	7%
50581 · Mileage	\$ 2,000	\$ -	\$ 808.00	\$ 1,192.00	60%
50612 · Office supplies	\$ 18,000	\$ -	\$ 10,548.25	\$ 7,451.75	41%
50622 · Electricity	\$ 197,000	\$ -	\$ 205,650.99	\$ (8,650.99)	-4%
50624 · Fuel oil - heat	\$ 7,000	\$ -	\$ 2,730.62	\$ 4,269.38	61%
50626 · Gas - automotive	\$ 23,000	\$ -	\$ 13,570.41	\$ 9,429.59	41%
50627 · Water	\$ 8,000	\$ -	\$ 7,540.53	\$ 459.47	6%
50750 - Cap Replace - Vehicles	\$ -	\$ -	\$ -	\$ -	#DIV/0!
50755 · Cap Improve	\$ -	\$ -	\$ -	\$ -	#DIV/0!
50760 · Tools & Equip	\$ 35,000	\$ -	\$ 36,687.08	\$ (1,687.08)	-5%
50802 - Administration Fees/REFUNDS	\$ -	\$ -	\$ -	\$ -	#DIV/0!
50810 · Dues & Subs	\$ 4,000	\$ -	\$ 4,072.01	\$ (72.01)	-2%
50812 · Training	\$ 20,000	\$ -	\$ 6,536.53	\$ 13,463.47	67%
50855 · Medical Exps	\$ 3,000	\$ -	\$ 300.00	\$ 2,700.00	90%
50899 · Reserve Cap Projects	\$ 536,000	\$ -	\$ 536,000.00	\$ -	0%
50911 - Transfer to RCM	\$ 1,643,000	\$ -	\$ -	\$ 1,643,000.30	100%
50920 - Contingency	\$ 105,000	\$ -	\$ 10,000.00	\$ 95,000.00	90%
50940 - Engineering Services	\$ 30,000	\$ -	\$ 10,989.50	\$ 19,010.50	63%
50955 · Interest Expense	\$ 3,000	\$ -	\$ -	\$ 3,000.00	100%
50969 · Chemicals	\$ 33,000	\$ -	\$ 28,429.00	\$ 4,571.00	14%
#1 -Thompsonville Rd-63	\$ 24,000	\$ -	\$ 25,134.93	\$ (1,134.93)	-5%
#10 - Mapleton Estates-71	\$ 4,000	\$ -	\$ 6,859.94	\$ (2,859.94)	-71%
#11 - Mapleton Ave-72	\$ 9,000	\$ -	\$ 7,773.93	\$ 1,226.07	14%
#12 - Bridge St-73	\$ 11,000	\$ -	\$ 7,481.48	\$ 3,518.52	32%
#13 - Stony Brook-74	\$ 4,000	\$ -	\$ 3,003.23	\$ 996.77	25%
#2 - Southfield-62	\$ 3,000	\$ -	\$ 3,536.98	\$ (536.98)	-18%
#3 - Mountain Road-64	\$ 15,000	\$ -	\$ 19,945.55	\$ (4,945.55)	-33%
#4 - River Blvd-65	\$ 8,000	\$ -	\$ 7,770.06	\$ 229.94	3%
#5 - Fairhill Lane-66	\$ 12,000	\$ -	\$ 9,286.57	\$ 2,713.43	23%
#6 - Suffield Meadows-67	\$ 9,000	\$ 2,055.70	\$ 5,979.84	\$ 3,020.16	34%
#7 - Poole Rd.-68	\$ 14,000	\$ -	\$ 14,316.83	\$ (316.83)	-2%
#8 - Plantation Dr-69	\$ 15,000	\$ -	\$ 8,584.78	\$ 6,415.22	43%
#9 - Eagles Watch-70	\$ 7,000	\$ -	\$ 4,191.18	\$ 2,808.82	40%
#16 Prospect Hill Estates	\$ 5,000	\$ -	\$ 3,613.50	\$ 1,386.50	28%
#17 Cedar Crest Drive	\$ 5,000	\$ -	\$ 3,478.45	\$ 1,521.55	30%
#18 Wisteria Lane	\$ 5,000	\$ -	\$ 7,264.56	\$ (2,264.56)	-45%
#19 Malec Farms	\$ 5,000	\$ 4,233.59	\$ 7,860.73	\$ (2,860.73)	-57%
	\$ 5,228,000	\$ 6,321.55	\$ 3,075,569.02	\$ 2,152,431.28	41%

**Town of Suffield Water Pollution Control Authority
2025/2026 Operation and Maintenance Budget**

**2025
OCTOBER**

	25/26 Budget	25/26 Current Month	25/26 Year To Date	25/26 Variance	25/26 % Unexpended	
50160 · Payroll	\$ 1,090,000	\$ 111,247.89	\$ 335,804.05	\$ 754,195.95	69%	
50220 · Social security	\$ 84,000	\$ 8,075.83	\$ 24,121.32	\$ 59,878.68	71%	
50230 · Pension	\$ 106,000	\$ -	\$ 105,675.00	\$ 325.00	0%	
50232 · OPEB CONTRIBUTION	\$ 69,000	\$ -	\$ 68,004.00	\$ 996.00	1%	
50270 · Workers Comp	\$ 9,000	\$ -	\$ -	\$ 9,000.00	100%	
50290 · Safety Supplies	\$ 14,000	\$ 1,590.47	\$ 5,307.63	\$ 8,692.37	62%	
50341 · Legal/advice	\$ 33,000	\$ 3,815.69	\$ (2,525.55)	\$ 35,525.55	108%	
50384 · Uniforms	\$ 7,000	\$ 64.98	\$ 1,757.06	\$ 5,242.94	75%	
50385 · Tests	\$ 51,000	\$ 1,990.86	\$ 11,788.01	\$ 39,211.99	77%	
50409 · Waste disposal	\$ 269,000	\$ 20,782.04	\$ 42,108.72	\$ 226,891.28	84%	
50433 · Process Equip - R&M	\$ 115,000	\$ 6,544.67	\$ 8,293.67	\$ 106,706.33	93%	
50436 · R & M - Vehicles	\$ 22,000	\$ 312.33	\$ 4,994.73	\$ 17,005.27	77%	
50439 · Service Contracts	\$ 50,000	\$ 7,929.43	\$ 15,844.13	\$ 34,155.87	68%	
50445 · Plant Maint	\$ 77,000	\$ 4,578.60	\$ 16,059.15	\$ 60,940.85	79%	
50446 · Collection System	\$ 40,000	\$ 9,901.18	\$ 18,364.69	\$ 21,635.31	54%	
50520 · Insurance	\$ 38,000	\$ -	\$ -	\$ 38,000.00	100%	
50521 · Employee Insur	\$ 343,000	\$ 22,475.00	\$ 70,644.01	\$ 272,355.99	79%	
50530 · Postage	\$ 5,000	\$ 83.46	\$ 666.71	\$ 4,333.29	87%	
50531 · Telephone	\$ 17,000	\$ 1,224.03	\$ 2,813.78	\$ 14,186.22	83%	
50540 · Advertising	\$ 4,000	\$ 905.05	\$ 1,361.51	\$ 2,638.49	66%	
50581 · Mileage	\$ 2,000	\$ -	\$ -	\$ 2,000.00	100%	
50612 · Office supplies	\$ 20,000	\$ 2,793.08	\$ 3,952.93	\$ 16,047.07	80%	
50622 · Electricity	\$ 236,000	\$ 4,633.52	\$ 31,772.84	\$ 204,227.16	87%	
50624 · Fuel oil - heat	\$ 7,000	\$ -	\$ 262.50	\$ 6,737.50	96%	
50626 · Gas - automotive	\$ 23,000	\$ 959.83	\$ 3,473.74	\$ 19,526.26	85%	
50627 · Water	\$ 9,000	\$ 218.87	\$ 2,493.27	\$ 6,506.73	72%	
50750 · Cap Replace - Vehicles	\$ -	\$ -	\$ -	\$ -	#DIV/0!	
50755 · Cap Improve	\$ -	\$ -	\$ -	\$ -	#DIV/0!	
50760 · Tools & Equip	\$ 35,000	\$ 903.93	\$ 2,696.31	\$ 32,303.69	92%	
50802 · Administration Fees/REFUNDS	\$ -	\$ 812.00	\$ 1,630.00	\$ (1,630.00)	#DIV/0!	
50810 · Dues & Subs	\$ 4,000	\$ 151.00	\$ 302.00	\$ 3,698.00	92%	
50812 · Training	\$ 20,000	\$ 565.00	\$ 565.00	\$ 19,435.00	97%	
50855 · Medical Exps	\$ 3,000	\$ -	\$ -	\$ 3,000.00	100%	
50899 · Reserve Cap Projects	\$ 377,000	\$ 40,000.00	\$ 40,000.00	\$ 337,000.00	89%	
50911 · Transfer to RCM	\$ 557,000	\$ -	\$ -	\$ 557,000.00	100%	
50920 · Contingency	\$ 342,000	\$ -	\$ -	\$ 342,000.00	100%	
50940 · Engineering Services	\$ 32,000	\$ -	\$ 3,776.25	\$ 28,223.75	88%	
50955 · Interest Expense	\$ -	\$ -	\$ -	\$ -	#DIV/0!	
50969 · Chemicals	\$ 38,000	\$ 7,375.50	\$ 7,375.50	\$ 30,624.50	81%	
#1 -Thompsonville Rd-63	\$ 29,000	\$ 13,922.33	\$ 18,991.53	\$ 10,008.47	35%	
#10 - Mapleton Estates-71	\$ 5,000	\$ 738.18	\$ 3,072.74	\$ 1,927.26	39%	
#11 - Mapleton Ave-72	\$ 9,000	\$ 938.50	\$ 2,093.20	\$ 6,906.80	77%	
#12 - Bridge St-73	\$ 11,000	\$ 825.31	\$ 2,018.98	\$ 8,981.02	82%	
#13 - Stony Brook-74	\$ 5,000	\$ 756.60	\$ 1,451.02	\$ 3,548.98	71%	
#2 - Southfield-62	\$ 4,000	\$ 987.51	\$ 1,658.53	\$ 2,341.47	59%	
#3 - Mountain Road-64	\$ 19,000	\$ 1,242.41	\$ 6,688.65	\$ 12,311.35	65%	
#4 - River Blvd-65	\$ 9,000	\$ 933.20	\$ 3,620.19	\$ 5,379.81	60%	
#5 - Fairhill Lane-66	\$ 14,000	\$ 1,087.52	\$ 4,001.65	\$ 9,998.35	71%	
#6 - Suffield Meadows-67	\$ 9,000	\$ 902.70	\$ 1,871.48	\$ 7,128.52	79%	
#7 - Poole Rd.-68	\$ 16,000	\$ 3,877.50	\$ 10,870.72	\$ 5,129.28	32%	
#8 - Plantation Dr-69	\$ 15,000	\$ 713.99	\$ 1,298.25	\$ 13,701.75	91%	
#9 - Eagles Watch-70	\$ 7,000	\$ 745.23	\$ 1,422.49	\$ 5,577.51	80%	
#16 Prospect Hill Estates	\$ 6,000	\$ 1,919.56	\$ 2,626.64	\$ 3,373.36	56%	
#17 Cedar Crest Drive	\$ 6,000	\$ 836.99	\$ 1,672.92	\$ 4,327.08	72%	
#18 Wisteria Lane	\$ 9,000	\$ 738.04	\$ 1,401.25	\$ 7,598.75	84%	
#19 Malec Farms	\$ 5,000	\$ 778.36	\$ 2,196.80	\$ 2,803.20	56%	
	\$ 4,326,000	\$ 291,878.17	\$ 896,340.00	\$ 3,429,660.00	79%	s/b 67%

Accruals

Town of Suffield Water Pollution Control Authority
2025/2026 Operation and Maintenance Budget

2025 October	25/26 Budget	25/26 Current Month	25/26 Year To Date	25/26 Variance	25/26 % Unexpended
50160 · Payroll	\$ 1,090,000	\$ 120,813.29	\$ 339,023.92	\$ 750,976.08	69%
50220 · Social security	\$ 84,000	\$ 8,842.34	\$ 24,554.60	\$ 59,445.40	71%
50230 · Pension	\$ 106,000	\$ 8,833.33	\$ 26,500.00	\$ 79,500.00	75%
50232 - OPEB CONTRIBUTION	\$ 69,000	\$ 5,750.00	\$ 17,250.00	\$ 51,750.00	75%
50270 · Workers Comp	\$ 9,000	\$ 750.00	\$ 2,250.00	\$ 6,750.00	75%
50290 · Safety Supplies	\$ 14,000	\$ 210.06	\$ 699.22	\$ 13,300.78	95%
50341 · Legal/advice	\$ 33,000	\$ 2,877.80	\$ 5,113.17	\$ 27,886.83	85%
50384 · Uniforms	\$ 7,000	\$ -	\$ 1,314.28	\$ 5,685.72	81%
50385 · Tests	\$ 51,000	\$ 3,484.93	\$ 6,932.06	\$ 44,067.94	86%
50409 · Waste disposal	\$ 269,000	\$ 15,607.66	\$ 34,713.15	\$ 234,286.85	87%
50433 · Process Equip - R&M	\$ 115,000	\$ -	\$ 3,367.75	\$ 111,632.25	97%
50436 · R & M - Vehicles	\$ 22,000	\$ 596.17	\$ 7,553.97	\$ 14,446.03	66%
50439 · Service Contracts	\$ 50,000	\$ 2,511.25	\$ 12,415.76	\$ 37,584.24	75%
50445 · Plant Maint	\$ 77,000	\$ 2,136.62	\$ 10,673.04	\$ 66,326.96	86%
50446 · Collection System	\$ 40,000	\$ 4,795.26	\$ 9,143.15	\$ 30,856.85	77%
50520 · Insurance	\$ 38,000	\$ 3,166.67	\$ 9,500.00	\$ 28,500.00	75%
50521 · Employee Insur	\$ 343,000	\$ 17,577.05	\$ 67,959.94	\$ 275,040.06	80%
50530 · Postage	\$ 5,000	\$ 447.26	\$ 571.47	\$ 4,428.53	89%
50531 · Telephone	\$ 17,000	\$ 1,317.57	\$ 5,548.63	\$ 11,451.37	67%
50540 · Advertising	\$ 4,000	\$ -	\$ 1,864.66	\$ 2,135.34	53%
50581 · Mileage	\$ 2,000	\$ 174.07	\$ 174.07	\$ 1,825.93	91%
50612 · Office supplies	\$ 20,000	\$ 171.46	\$ 778.77	\$ 19,221.23	96%
50622 · Electricity	\$ 236,000	\$ 17,313.62	\$ 33,699.23	\$ 202,300.77	86%
50624 · Fuel oil - heat	\$ 7,000	\$ -	\$ 262.50	\$ 6,737.50	96%
50626 · Gas - automotive	\$ 23,000	\$ 2,251.38	\$ 3,501.43	\$ 19,498.57	85%
50627 · Water	\$ 9,000	\$ 211.86	\$ 1,840.28	\$ 7,159.72	80%
50750 · Cap Replace - Vehicles	\$ -	\$ -	\$ -	\$ -	#DIV/0!
50755 · Cap Improve	\$ -	\$ -	\$ -	\$ -	#DIV/0!
50760 · Tools & Equip	\$ 35,000	\$ 2,052.14	\$ 6,286.97	\$ 28,713.03	82%
50802 - Administration Fees/REFUNDS	\$ -	\$ -	\$ -	\$ -	#DIV/0!
50810 · Dues & Subs	\$ 4,000	\$ 150.00	\$ 577.00	\$ 3,423.00	86%
50812 · Training	\$ 20,000	\$ 479.00	\$ 974.00	\$ 19,026.00	95%
50855 · Medical Exps	\$ 3,000	\$ 100.00	\$ 100.00	\$ 2,900.00	0%
50899 · Reserve Cap Projects	\$ 377,000	\$ 31,416.67	\$ 94,250.00	\$ 282,750.00	75%
50911 - Transfer to RCM	\$ 557,000	\$ 46,416.67	\$ 139,250.00	\$ 417,750.00	75%
50920 - Contingency	\$ 342,000	\$ 28,500.00	\$ 85,500.00	\$ 256,500.00	75%
50940 - Engineering Services	\$ 32,000	\$ -	\$ -	\$ 32,000.00	0%
50955 · Interest Expense	\$ -	\$ -	\$ -	\$ -	#DIV/0!
50969 · Chemicals	\$ 38,000	\$ 1,925.00	\$ 5,057.00	\$ 32,943.00	87%
#1 -Thompsonville Rd-63	\$ 29,000	\$ 1,005.52	\$ 3,925.72	\$ 25,074.28	86%
#10 - Mapleton Estates-71	\$ 5,000	\$ 85.49	\$ 5,023.61	\$ (23.61)	0%
#11 - Mapleton Ave-72	\$ 9,000	\$ 257.16	\$ 2,534.69	\$ 6,465.31	72%
#12 - Bridge St-73	\$ 11,000	\$ 157.16	\$ 1,397.47	\$ 9,602.53	87%
#13 - Stony Brook-74	\$ 5,000	\$ 107.57	\$ 921.71	\$ 4,078.29	82%
#2 - Southfield-62	\$ 4,000	\$ 97.81	\$ 890.78	\$ 3,109.22	78%
#3 - Mountain Road-64	\$ 19,000	\$ 564.54	\$ 2,301.09	\$ 16,698.91	88%
#4 - River Blvd-65	\$ 9,000	\$ 305.75	\$ 1,531.22	\$ 7,468.78	83%
#5 - Fairhill Lane-66	\$ 14,000	\$ 365.79	\$ 1,742.34	\$ 12,257.66	88%
#6 - Suffield Meadows-67	\$ 9,000	\$ 195.82	\$ 1,175.72	\$ 7,824.28	87%
#7 - Poole Rd.-68	\$ 16,000	\$ 83.18	\$ 4,777.90	\$ 11,222.10	70%
#8 - Plantation Dr-69	\$ 15,000	\$ 490.12	\$ 1,243.55	\$ 13,756.45	92%
#9 - Eagles Watch-70	\$ 7,000	\$ 1,287.34	\$ 2,085.38	\$ 4,914.62	70%
#16 Prospect Hill Estates	\$ 6,000	\$ 112.73	\$ 927.97	\$ 5,072.03	85%
#17 Cedar Crest Drive	\$ 6,000	\$ 171.33	\$ 1,114.84	\$ 4,885.16	81%
#18 Wisteria Lane	\$ 9,000	\$ 85.55	\$ 873.77	\$ 8,126.23	90%
#19 Malec Farms	\$ 5,000	\$ 109.85	\$ 943.59	\$ 4,056.41	81%

	\$ 4,326,000	\$ 336,361.83	\$ 992,611.37	\$ 3,333,388.63	77%

s/b
67%

11:40 AM

Town of Suffield WPCA Administration Fund

11/18/25

Trial Balance

Accrual Basis

As of October 31, 2025

	Oct 31, 25	
	Debit	Credit
10141 · Cash - FNB	40,607.47	
10142 · Transfer - FNB	0.00	
10143 · Cash - TD Bank	65,936.44	
10144 · WPCA Reserve Fund	484,609.23	
10145 · Petty Cash	0.00	
10146 · Lockbox	0.00	
10177 · STIF Account	5,593,053.58	
10926 · INVOICE CLOUD	13,945.27	
10927 · Scanned Account - Town TDBank	30,158.19	
10203 · Accounts Receivable	642,662.14	
10207 · Septage Fees Receivable	4,197.74	
10209 · DEP Grant Receiveable		2.00
1140 · Prison Grant Receiveable	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		1,503,648.28
10801 · Buildings	10,862,268.50	
10802 · Construction in Progress	0.32	
10803 · Land	16,038,335.00	
10804 · Land improvement	0.00	
10805 · Vehicles	822,091.00	
10806 · Equipment	18,012,877.22	
10807 · Jet Truck	0.00	
10808 · Less accumulated depreciation		29,238,627.25
10809 · Infrastructure	3,012,265.43	
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		4,727.90
20403 · Due to Town (aka 20403)		116,815.71
20404 · Due to Sewer Project (RCM)	0.10	
20451 · Accrued Expenses		11,567.43
20801 · Due to GF (aka 20860)	82,614.56	
20602 · Capital Lease Liability - L/T		0.40
30350 · Retained Earnings		25,507,064.17
30910 · FUND BALANCE-UNRESERVED-contra	2,136,209.95	
3100 · Opening Bal Equity		0.10
40402 · Interest income		68,293.86
40596 · User charges		2,245,154.80
40597 · Penalties and interest		20,593.43
40598 · Permits/septic		19,255.63
40803 · Misellaneous income		1,336.89
50160 · Payroll	335,804.05	
50220 · Social security	24,121.32	
50230 · Pension	105,675.00	
50232 · OPEB Contribution	68,004.00	
50290 · Safety/Wellness	5,307.63	
50341 · Legal/advice		2,525.55
50384 · Uniforms/cleaning	1,757.06	
50385 · Tests	11,788.01	
50409 · Waste disposal	42,108.72	
50433 · Process equip - repair/main	8,293.67	
50436 · R & M - vehicles	4,994.73	
50439 · Service maintenance contracts	26,894.13	
50445 · Plant maintenance	25,484.15	
50446 · Collection system main	44,363.20	
50521 · Employee insurance	70,644.01	
50530 · Postage	666.71	

11:40 AM
11/18/25
Accrual Basis

Town of Suffield WPCA Administration Fund
Trial Balance
As of October 31, 2025

	Oct 31, 25	
	Debit	Credit
50531 · Telephone	2,813.78	
50540 · Advertising	1,361.51	
50612 · Office supplies	3,952.93	
50622 · Electricity	45,617.05	
50624 · Fuel oil - heat	528.38	
50626 · Gas - automotive	3,473.74	
50627 · Water	2,602.71	
50760 · Tools and equipment	2,696.31	
50802 · Refunds	1,630.00	
50810 · Dues and Subscriptions	302.00	
50812 · Training	565.00	
50899 · Reserve for capital projects	40,000.00	
50940 · Engineering Services	3,776.25	
50969 · Chemicals	13,639.50	
TOTAL	58,740,697.69	58,740,697.69

11:49 AM

11/18/25

Accrual Basis

Town of Suffield Sewer Project Fund

Trial Balance

As of October 31, 2025

	Oct 31, 25	
	Debit	Credit
10143 · Cash - CADRE	6,235.67	
10147 · Cash - WPCA RCA	15,889.41	
10148 · Cash - Reich & Tang	0.00	
10209 · - Grants Receivable		0.10
20801 · Due from general fund	0.00	
20201 · Accounts payable	0.00	
20501 · Deferred revenue	0.18	
20701 · Due to other agencies		0.04
20883 · DT/DF WPCA ADMIN	0.00	
2100 · Due to general fund	0.00	
30300 · Opening Bal Equity	0.00	
30301 · Fund balance	323,506.68	
40402 · Interest		33.80
40905 · Other Transfers In		360,000.00
50786 · Plant Upgrades	14,402.00	
TOTAL	360,033.94	360,033.94

11:50 AM

11/18/25

Accrual Basis

Town of Suffield Sewer Assessment Fund

Trial Balance

As of October 31, 2025

	Oct 31, 25	
	Debit	Credit
10143 · Cash - CADRE	78,120.28	
10149 · Cash - WPCA Assessment	214,840.40	
10250 · Assessments	123,954.58	
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	83.69	
20501 · Deferred revenue		123,954.58
20501 · Deferred revenue:2210 · Assessments paid in advance	0.00	
30301 · Fund balance		103,625.02
40025 · Revenue - Assessments		37,028.71
40035 · Revenue - Liens, interest, fees		1.86
40040 · Developers Agreements		152,000.00
40402 · Revenue - Use of Money & Proper		353.78
TOTAL	<u>416,998.95</u>	<u>416,998.95</u>

11:52 AM
11/18/25
Accrual Basis

Kent Farms Reserve
Trial Balance
As of October 31, 2025

	Oct 31, 25	
	Debit	Credit
10111 - Cash	126,392.52	
20860 - DT/DF WPCA		5,381.67
Opening Balance Equity		146,215.81
Retained Earnings	25,890.16	
40402 - Interest Income		685.20
TOTAL	152,282.68	152,282.68

TOWN OF SUFFIELD, WPCA

844 East Street South, Suffield, Connecticut 06078
www.SuffieldCT.gov

Anna Clark
Assistant Business Administrator
aclark@SuffieldCT.Gov
860-668-3856



To: WPCA Commission

From: Anna Clark, WPCA Assistant Business Administrator

Amc

CC:

Date: December 9, 2025

Re: Delinquent Accounts

We collected \$544.63 in the month of November – 3.11% of the major delinquents.

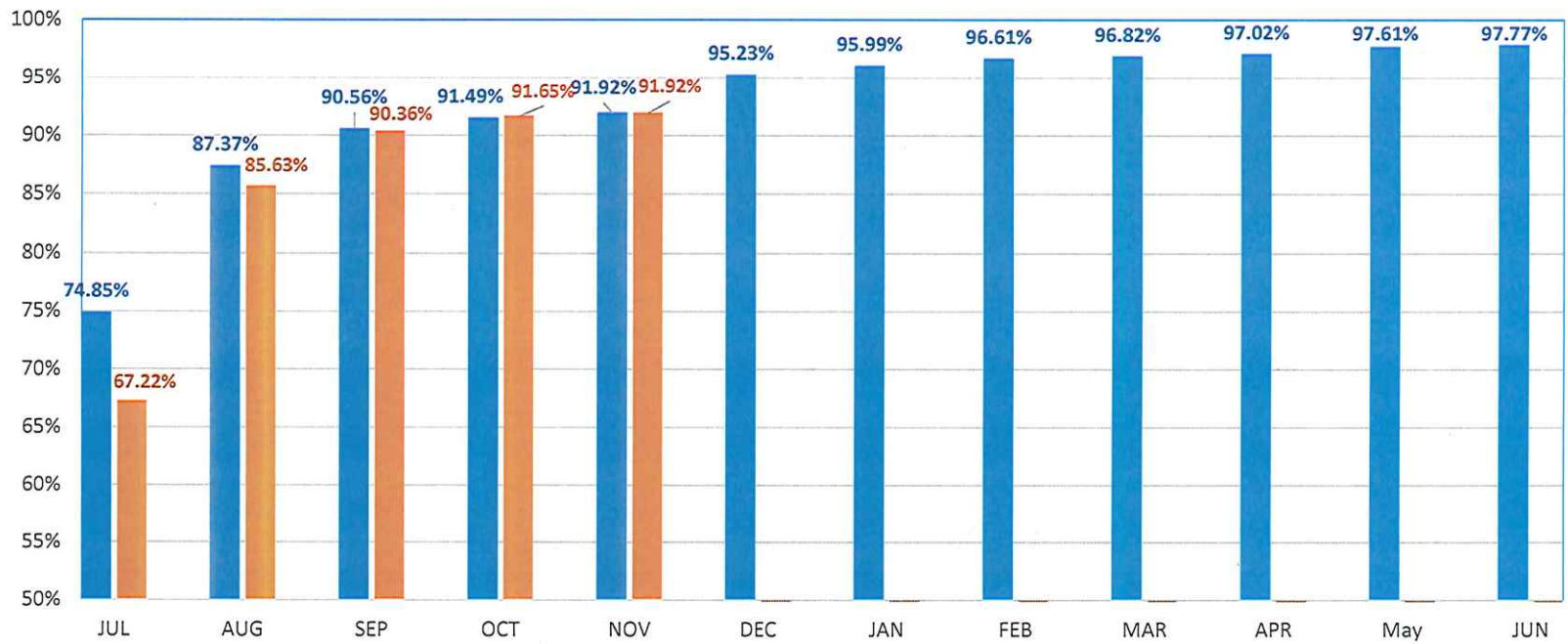
Our overall delinquent balance is \$205,374.44 with \$159,956.22 being the 2025 Sewer use, and a collection rate of 91.92% thru the end of November. Last year's collection rate at this time was 91.92%.

PAST DUE AS OF NOVEMBER 30, 2025

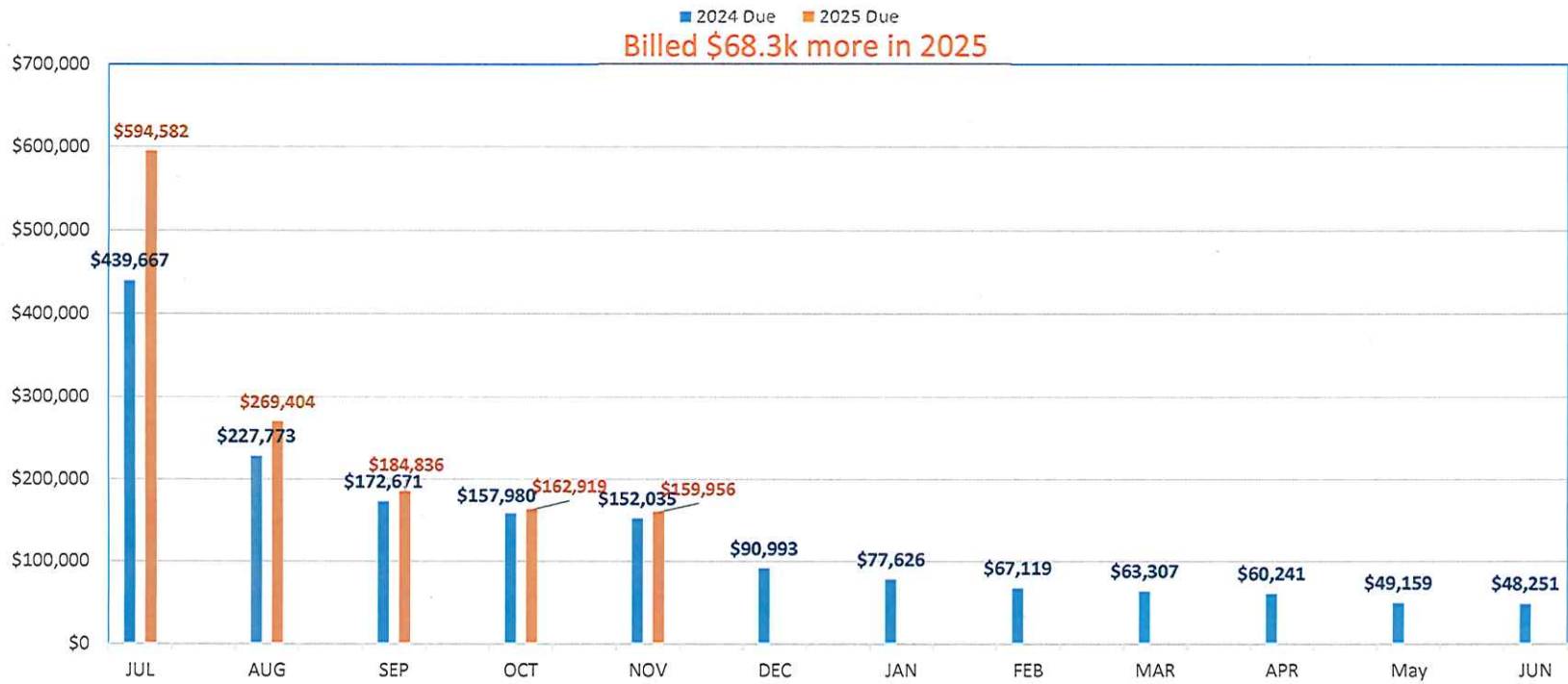
YEAR BILLED	BILLED	TOT Paid	Tax Due	INT Due	Lien Due	Fee Due	Total Due	Collection Rate to Date
YEAR 2021	1,544,595.53	1,544,235.53	360.00	27.00	0.00	2,459.56	2,846.56	99.98%
YEAR 2022	1,572,073.13	1,571,703.13	370.00	227.55	24.00	0.00	621.55	99.98%
YEAR 2023	1,651,143.31	1,643,859.69	7,283.62	2,418.30	312.00	0.00	10,013.92	99.56%
YEAR 2024	1,750,984.22	1,726,492.69	24,491.53	5,591.22	1,272.00	581.44	31,936.19	98.60%
YEAR 2025	1,819,354.19	1,672,343.93	147,010.26	11,079.70	0.00	1,866.26	159,956.22	91.92%
GRAND TOTAL			<u>179,515.41</u>	<u>19,343.77</u>	<u>1,608.00</u>	<u>4,907.26</u>	<u>205,374.44</u>	

Collection Rate Comparison to Last Year - Same Month

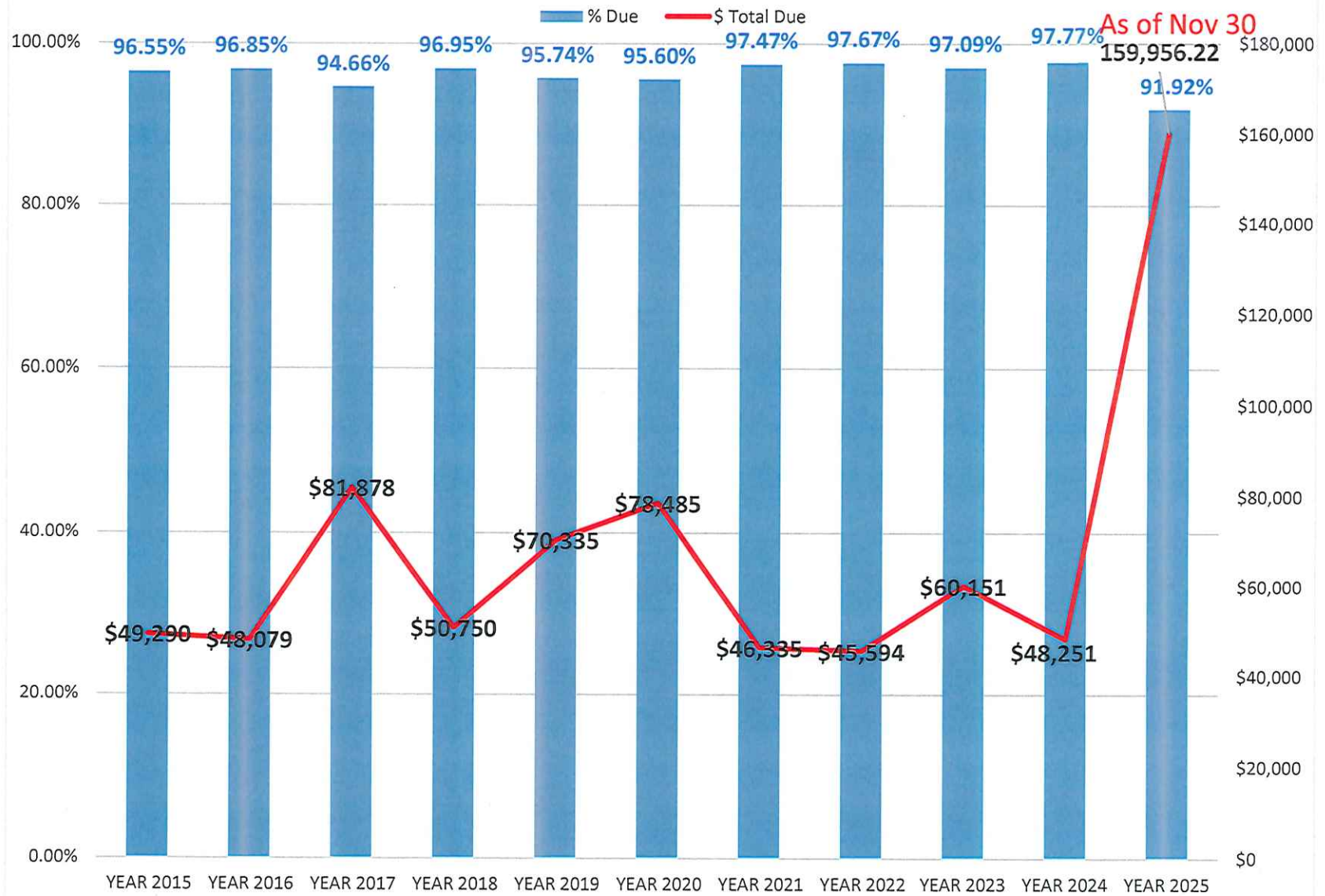
■ 2024 ■ 2025



Sewer Use Due in \$ - Comparison to Last Year - Same Month (includes pen int & fees)



HISTORICAL COLLECTION RATE (CR) compares year-end CR each yr to the current month CR



TOWN OF SUFFIELD

WPCA

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



Julie Nigro
Business Administrator
jnigro@suffieldct.gov
860-668-3857

December 9, 2025

TO: WPCA
FROM: Julie Nigro
SUBJECT: WPCA Meeting Schedule

I would like to request that the WPCA approve the following meeting schedule for the calendar year 2026.

The Town of Suffield WPCA meets on the second Tuesday of each month at 7:00 pm at the following location:

Town of Suffield WPCA Treatment Plant
844 East St. South
Suffield, CT 06078

The Regular Monthly Meeting schedule for calendar year 2026 is as follows:

January 13, 2026
February 10, 2026
March 10, 2026
April 14, 2026
May 12, 2026
June 9, 2026

July 14, 2026
August 11, 2026
September 8, 2026
October 13, 2026
November 10, 2026
December 8, 2026