

Superintendent's Report - February 2026

1. Plant Operations

- Average plant flow: **0.960 MGD** (45% of plant design flow)
 - Hood's average flow: **47,159 gallons** (5% of daily flow)
 - Prison flow: **260,291 gallons** (27% of daily flow)
 - BOD and TSS removal: **99%** (permit limit >85%)
 - Average nitrogen load: **17 pounds** (permit limit: yearly average <45 pounds)
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2. Call-Before-You-Dig

- 29 tickets completed
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3. Unscheduled Overtime

- **2/1** – 6 Strathmore Lane – Emergency CBYD
 - **2/15** – 105 Conservation Drive – Possible blockage
 - **2/17** – PS #7 (Poole Road) High float
 - **2/26** – PS #3 (Mountain Road) and PS #12 (Bridge Street) Power failure
 - **2/27** – Braintree Court – Emergency CBYD
 - **2/28** – 35 Willow Creek – Emergency CBYD
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4. Training

- Training on high pressure hose safety was completed for operators
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5. 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
 - Sanitary Sewer Overflow Report was completed - 357 Hickory Street - Submitted to EPA
 - Annual Biosolids report was completed – Submitted electronically to EPA
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6. Inspections

- Inspection of repaired lateral connection – 357 Hickory Street
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7. Maintenance Activities

Routine & Scheduled

- Quarterly grease inspections were completed at restaurants
- RAS 4 pump quarterly exercising was completed
- Quarterly prison line cleaning at the plant was completed
- Generator at the plant was filled with fuel

Repairs & Replacements

- Mission batteries were replaced at PS #1 Thompsonville Road and PS #10 Woodbridge Road
- New cellular radio was installed to Mission system at PS #5 (Fair Hill Lane)
- WPCA Operators fixed a frost heave in front of the door at PS #18 (Wisteria Lane)
- PS # 6 (Landing Circle) wet well hatch was damaged from plowing and was fixed
- Security cameras at the plant were upgraded
- Front gate was repaired by contractor
- Removal of all old conduits at PS #1 (Thompsonville Road) was completed
- **Operators replaced the tracks for the mini excavator**

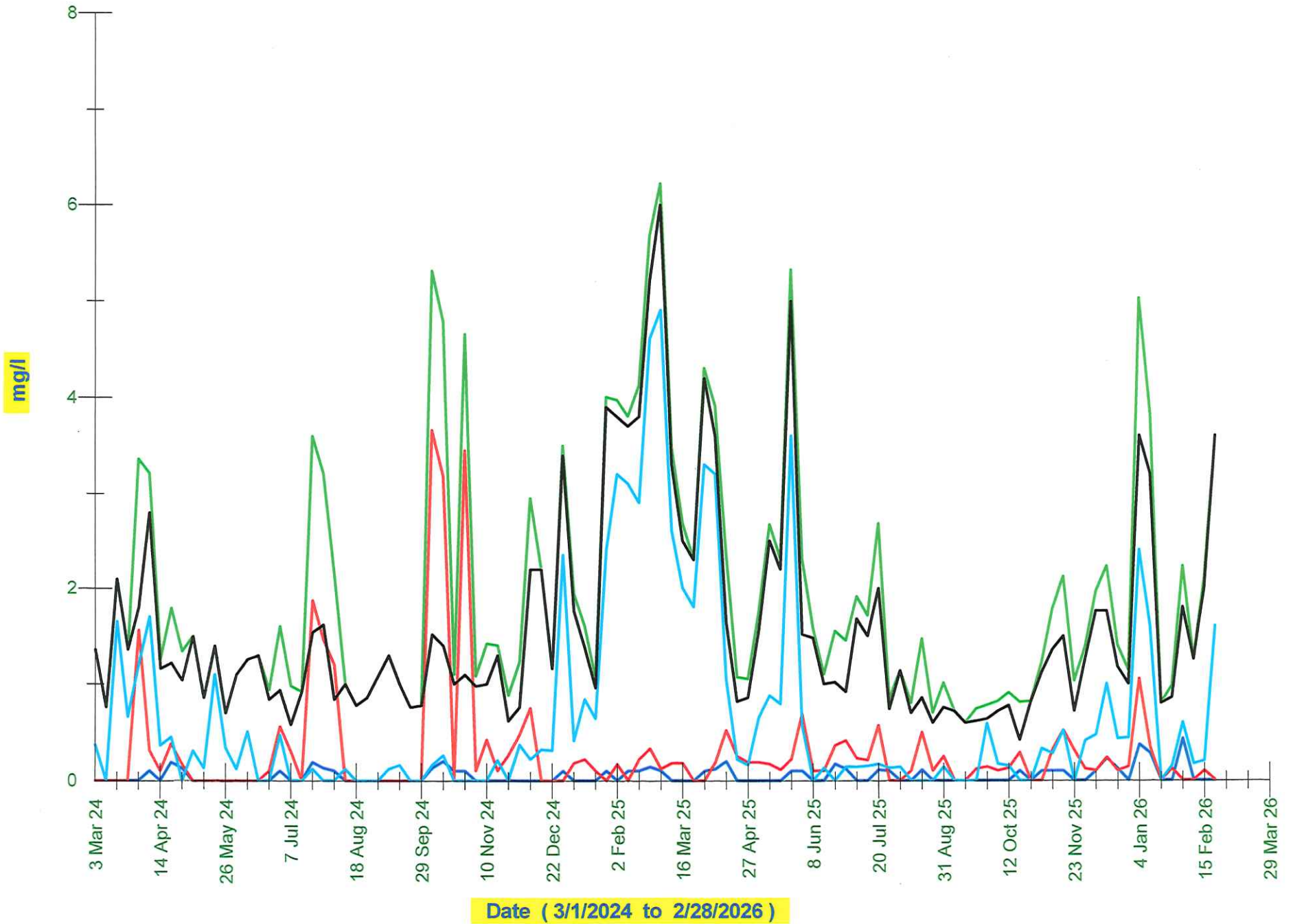


- New Optimate control screen was installed at PS #1 (Thompsonville Road)



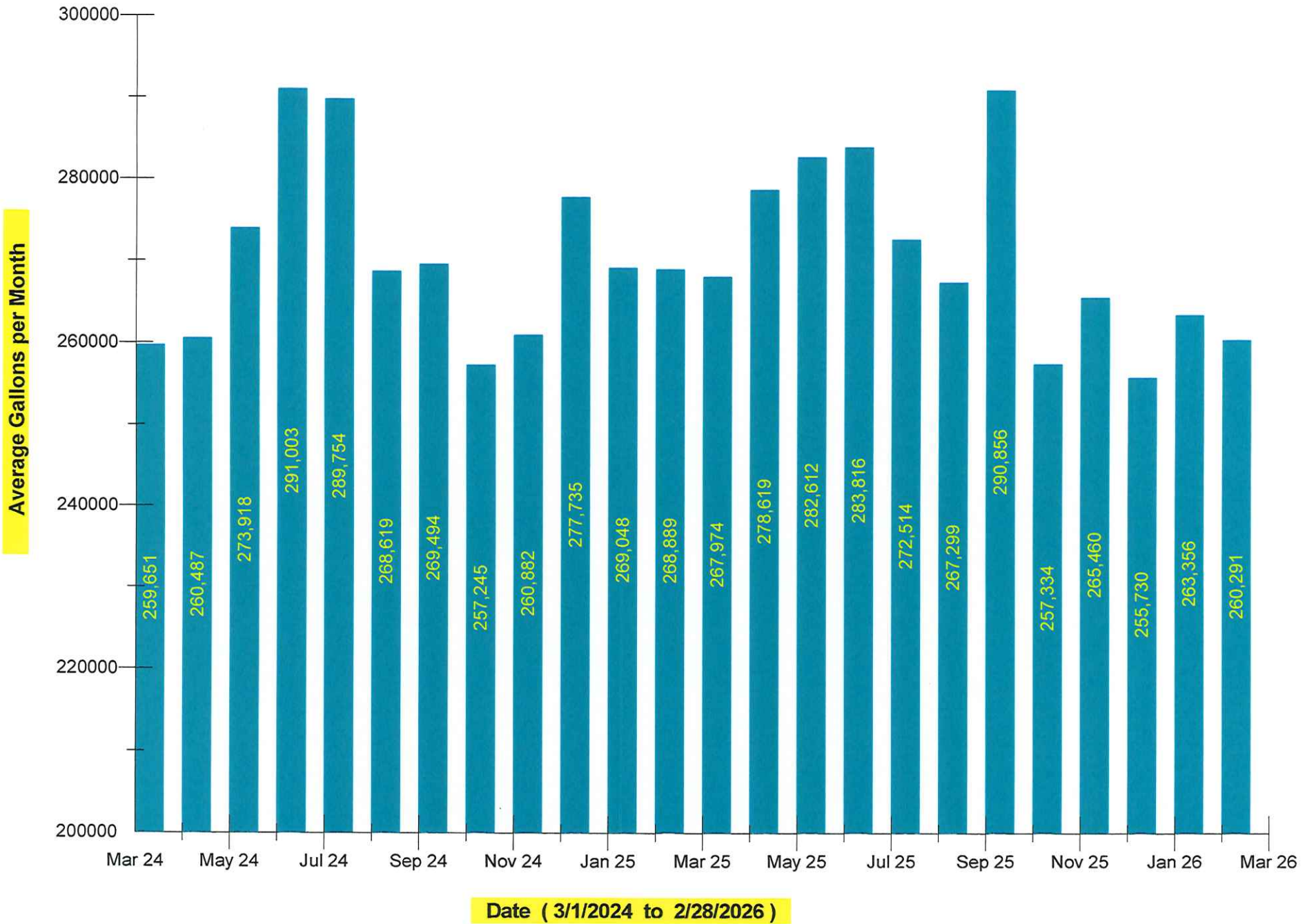
Weekly Average of Total Nitrogen VS Forms of Nitrogen

Nitrite Nitrate Total Nitrogen Ammonia Total Kjeldahl



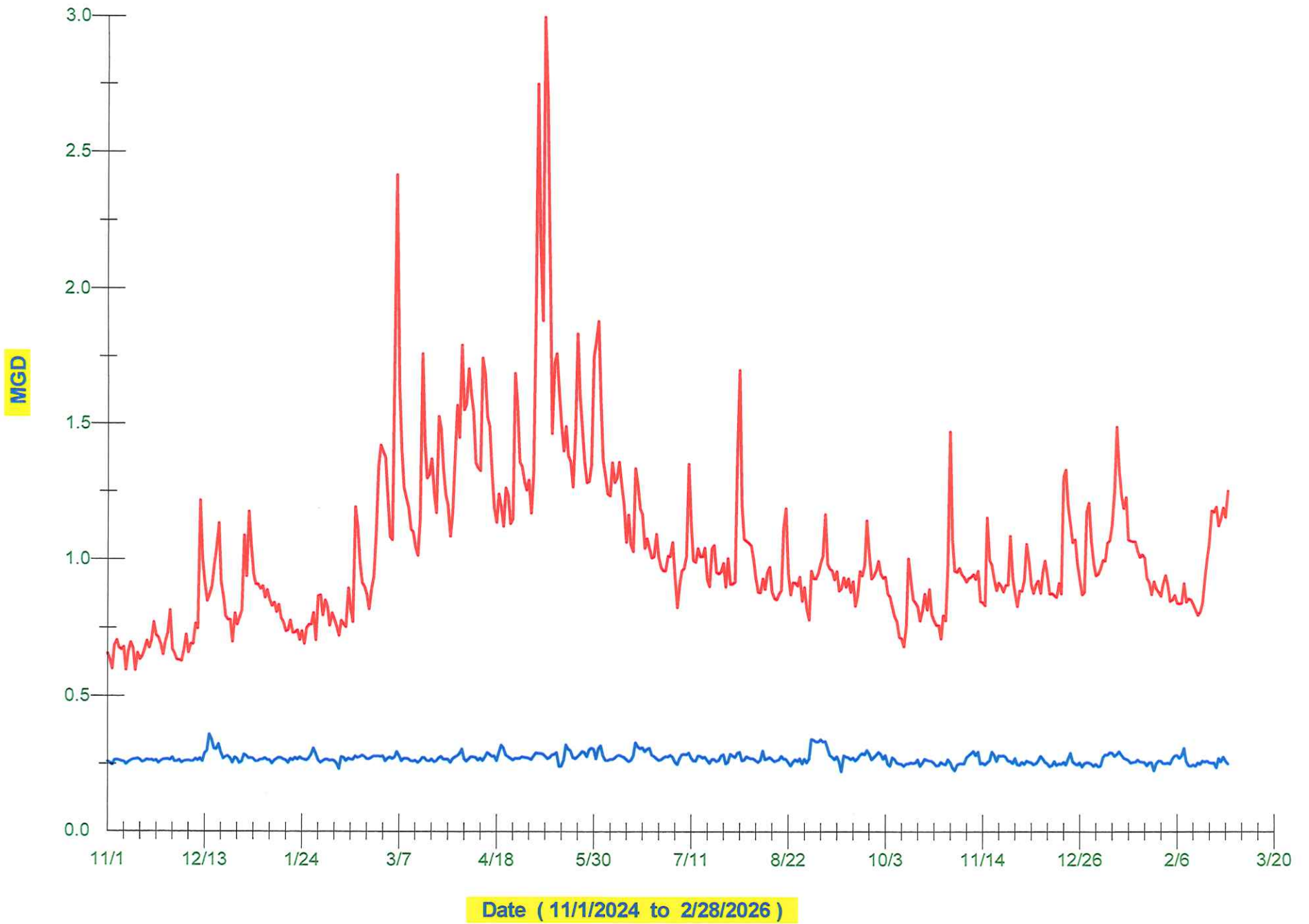
Prison Flow - Average Gallons Per Month

■ CALCULATED PRISON FLOW (Mo Avg)



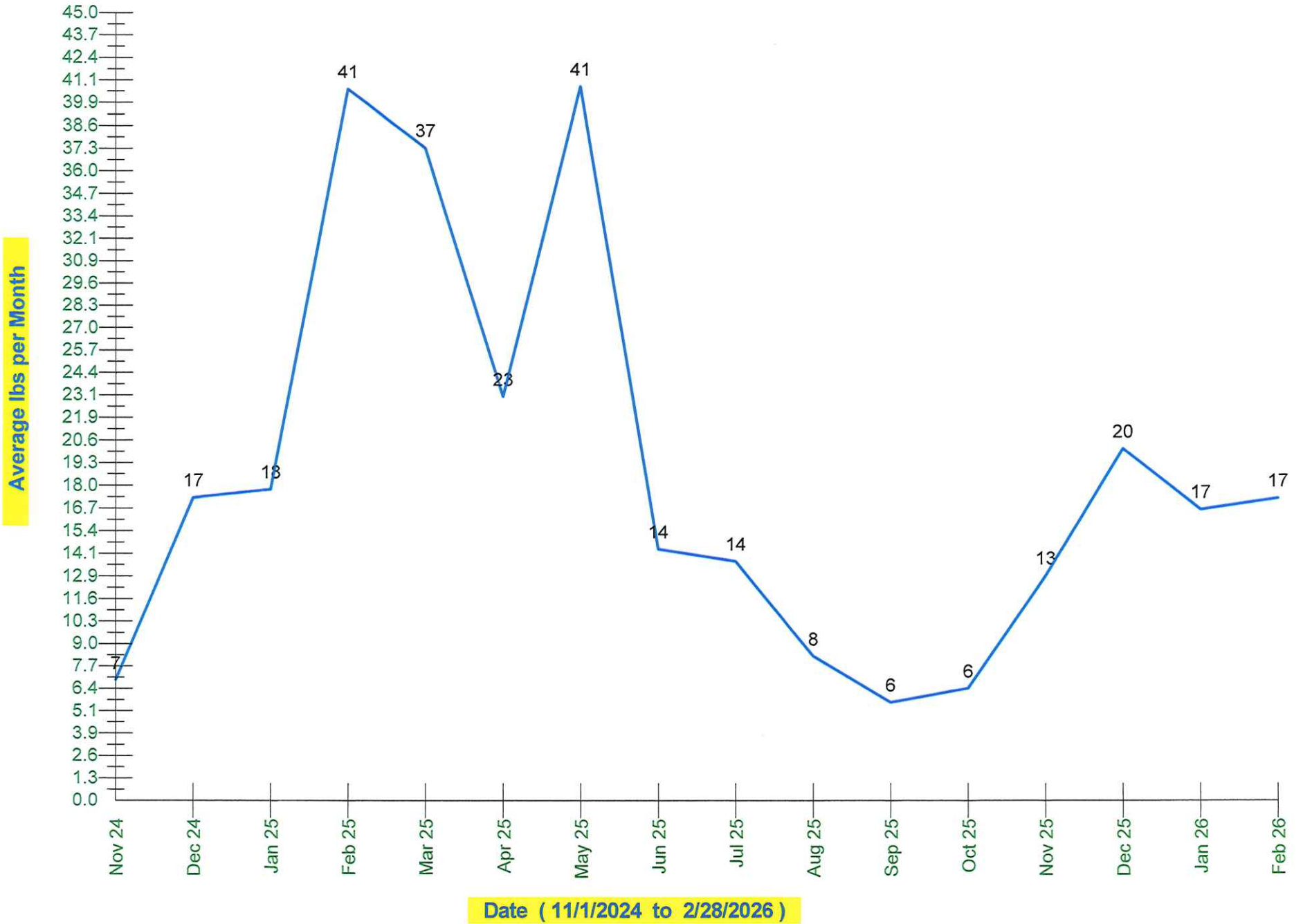
Prison Flow VS Plant Flow

PRISON DAILY FLOW PLANT-TOTAL EFFLUENT FLOW



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

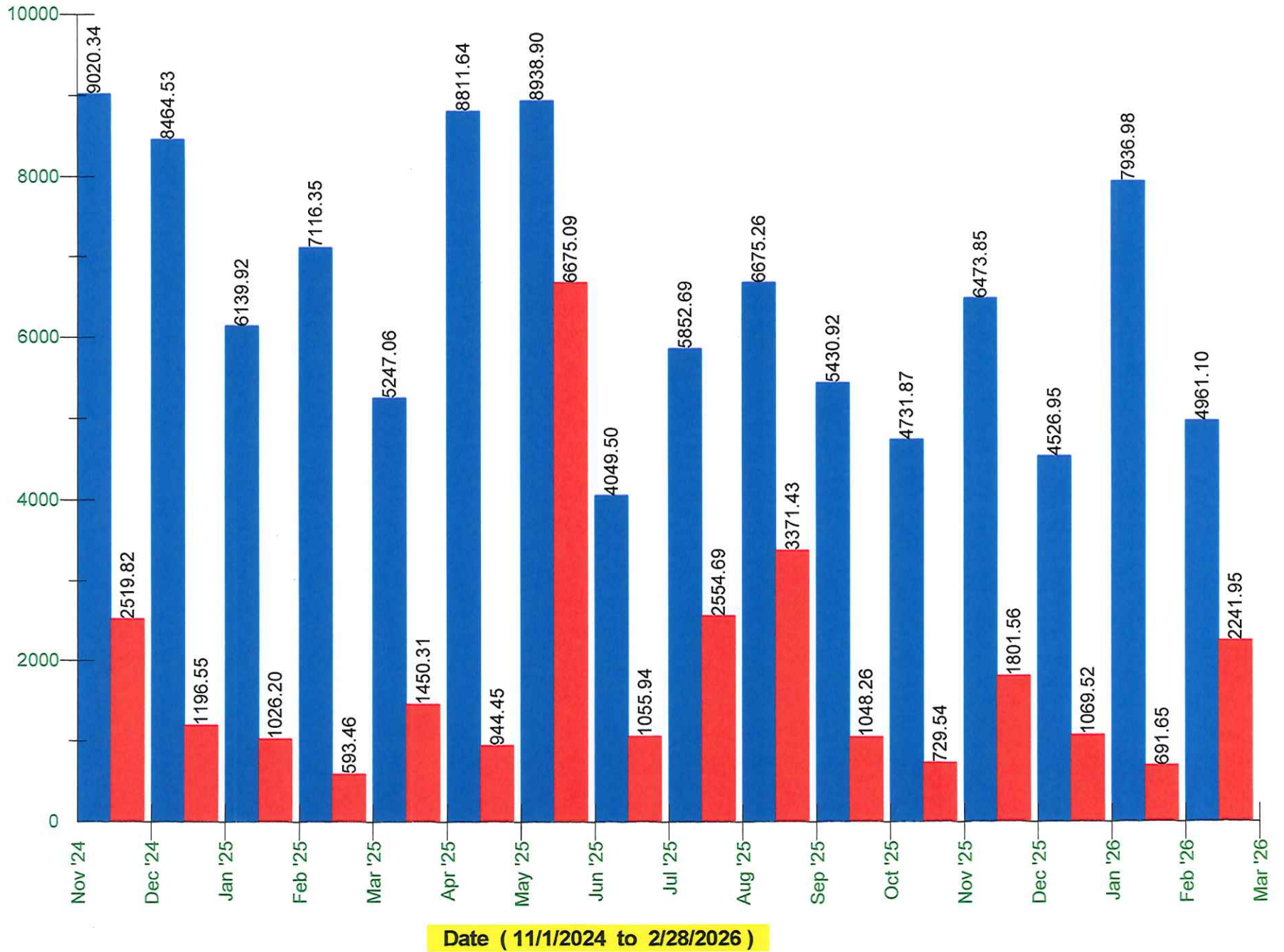
Total Nitrogen lbs/day (Eff.) (Mo Avg)



Scheduled vs Unscheduled Overtime Costs

■ Scheduled OT Costs ■ Unscheduled OT Costs

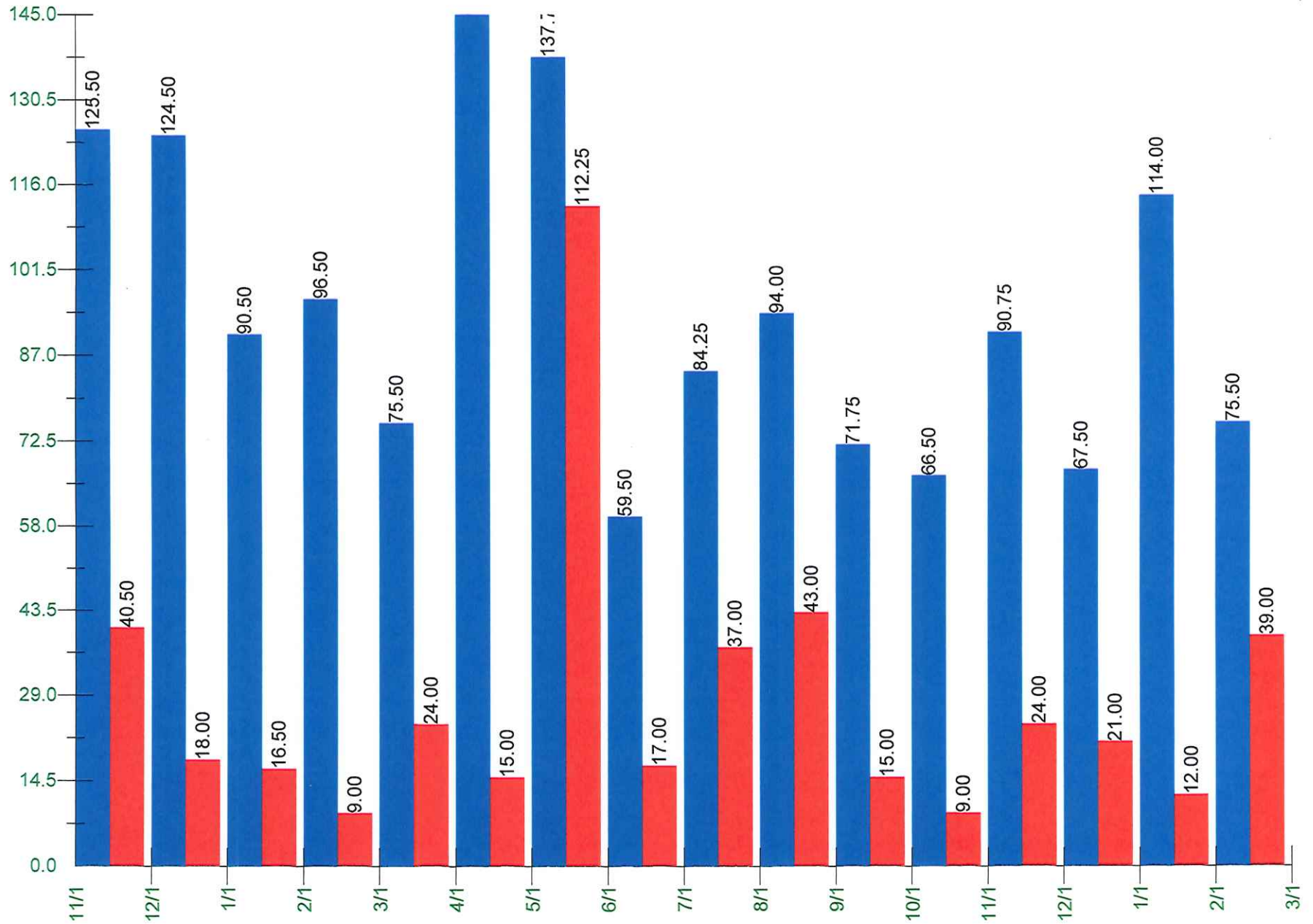
Monthly Overtime Costs in Dollars



Scheduled vs Unscheduled Overtime Hours

Scheduled Hours Unscheduled Hours

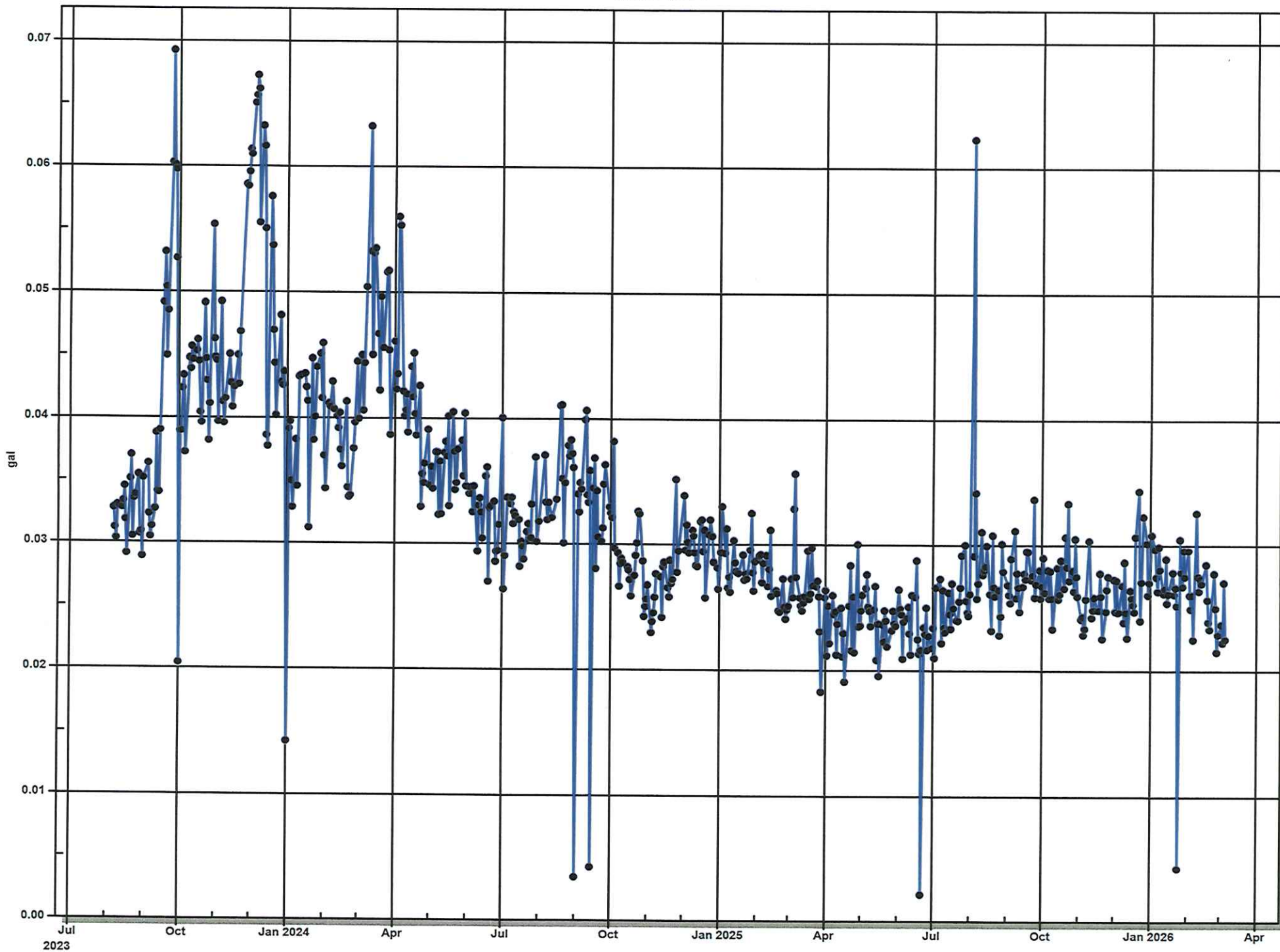
Monthly Overtime Hours



Date (11/1/2024 to 2/28/2026)

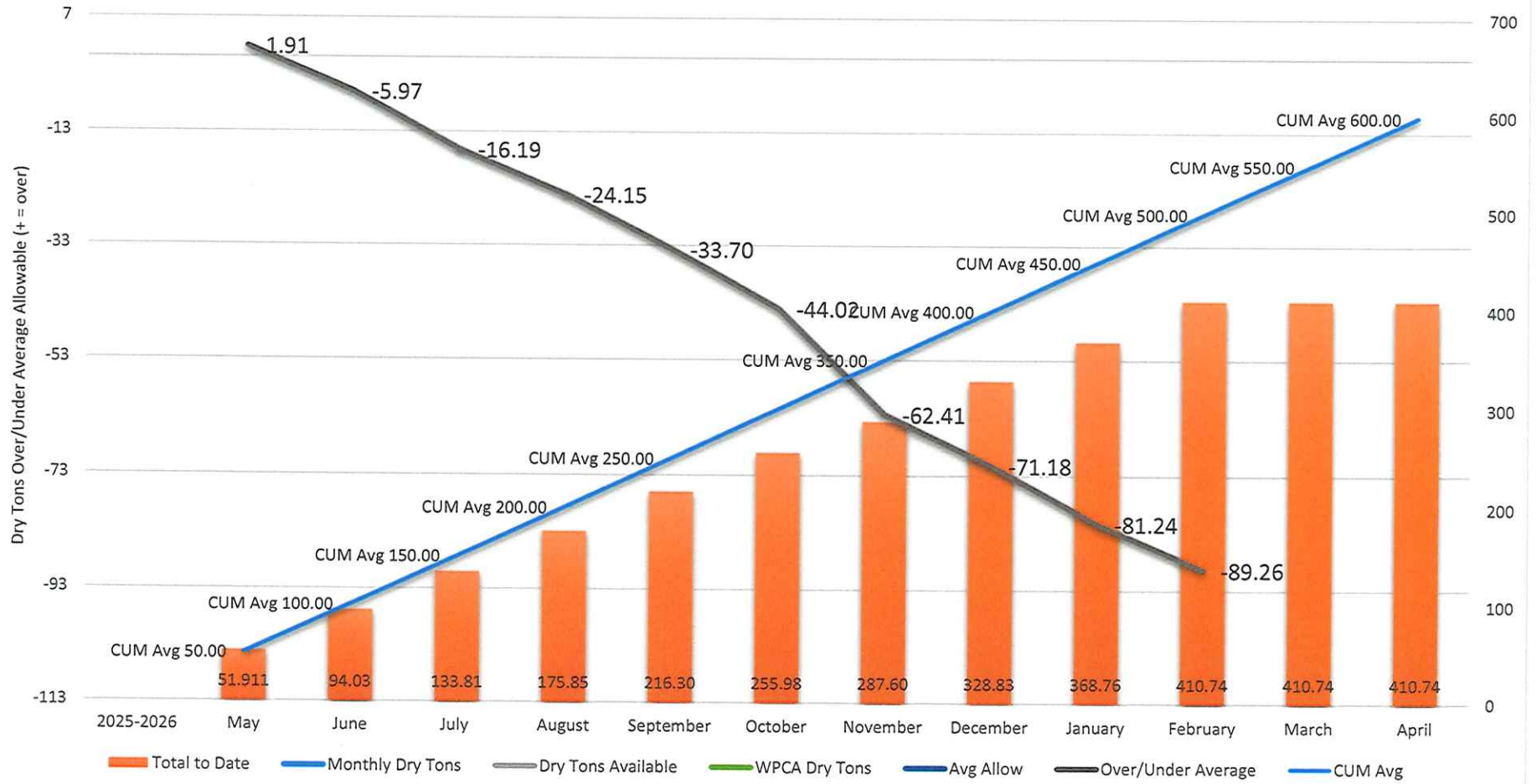
8012 - Gallons to be Wasted

8/7/2023 - 3/5/2026



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	31.612	287.60	312.41	47.93%	58.33%	31.33
December	41.230	328.83	271.18	54.80%	66.67%	42.33
January	39.931	368.76	231.24	61.46%	75.00%	39.90
February	41.983	410.74	189.26	68.46%	83.33%	
March		410.74	189.26	68.46%	91.67%	
April		410.74	189.26	68.46%	100.00%	

Sludge Total Cumulative & Over/Under Average



WPCA Reserve Capacity Maintenance Fund - 2025/2026

January 2026

Cash Balance @ 7/01/2025	FNB# 27650	\$	5,270.11	
	CADRE	\$	6,201.87	
				\$ 11,471.98

RECEIPTS:	BUDGET	MONTH	YTD	VARIANCE
Interest Income	\$ -	\$ 7.17	\$ 55.75	\$ (55.75)
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	\$ 50,000.00	\$ 125,000.00	\$ 252,000.00
Grant Income	\$ 480,000	\$ -	\$ -	\$ 480,000.00
Transfer From Fund Balance	\$ 557,000	\$ -	\$ -	\$ 557,000.00
TOTAL RECEIPTS	\$ 2,400,000	\$ 50,007.17	\$ 125,055.75	\$ 2,274,944.25

DISBURSEMENTS:	BUDGET	MONTH	YTD	VARIANCE
Plant Upgrades	\$ 874,000	\$ 34,986.99	\$ 94,436.81	\$ 779,563.19
Emergency Repairs	\$ -	\$ -	\$ -	\$ -
Accounts Payable 2024 2025	\$ -	\$ -	\$ 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	\$ 34,986.99	\$ 429,415.51	\$ 1,970,584.49

CASH POSITION SUMMARY:				
TRANSFERS - COVER LY AP	\$	320,000.00		
Transfers between Peoples/TD	\$	-		
Cash Balance @ 7/01/2025	\$	11,471.98	\$ 20,854.60	First National Bank
YTD Receipts:	\$	125,055.75	\$ 6,257.62	CADRE
YTD Disbursements:	\$	429,415.51		
Cash Balance @ 1/31/2026	\$	27,112.22	\$ 27,112.22	\$ (0.00)

WPCA Administration Fund - 2025/2026

January 2026

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
05-Mar-26		-----
		\$ 5,304,599.25

RECEIPTS	BUDGET	MONTH	YTD	VARIANCE
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User Fees 25 26	\$ 1,742,000	\$ 4,320.64	\$ 1,714,127.15	\$ 27,872.61
Prison	\$ 948,000	\$ 228,424.19	\$ 472,075.27	\$ 475,924.73
Prison 2024/2025	\$ -	\$ -	\$ 239,165.50	\$ (239,165.50)
Kent Farms	\$ 19,000	\$ -	\$ 19,780.00	\$ (780.00)
Delinquent Payments	\$ 37,000	\$ 782.92	\$ 22,472.10	\$ 14,527.90
H.P. Hood	\$ 857,000	\$ 224,243.67	\$ 409,464.10	\$ 447,535.90
H.P. Hood 2024/2025	\$ -	\$ -	\$ 249,772.65	\$ (249,772.65)
Interest & Fees	\$ 25,000	\$ 786.25	\$ 35,426.19	\$ (10,426.19)
Permits & Septic	\$ 57,000	\$ 5,090.63	\$ 47,498.39	\$ 9,501.61
Misc Income	\$ -	\$ -	\$ 1,569.63	\$ (1,569.63)
- Scrap metal	\$ -	\$ -	\$ -	\$ -
Due To/Due From	\$ -	\$ -	\$ -	\$ -
Clerk of the Works	\$ -	\$ -	\$ -	\$ -
Appropriation Refunds	\$ -	\$ -	\$ -	\$ -
Invest Income	\$ 84,000	\$ 18,074.27	\$ 125,002.19	\$ (41,002.19)
Grant \$ Received	\$ -	\$ -	\$ 4,384.00	\$ (4,384.00)
Transfer from Fund Balance	\$ 557,000	\$ -	\$ -	\$ 557,000.00
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TOTAL RECEIPTS	\$ 4,326,000	\$ 481,722.57	\$ 3,340,737.17	\$ 985,262.59

EXPENDITURES

Payroll Payable (2024/2025)	\$ -	\$ -	\$ 24,552.18	\$ (24,552.18)
Payroll (with SS)	\$ 1,174,000	\$ 79,635.76	\$ 579,097.16	\$ 594,902.84
Other Expenditures	\$ 2,595,000	\$ 139,854.85	\$ 858,014.15	\$ 1,736,985.85
Due To/Due From	\$ -	\$ 53.69	\$ 1,477.11	\$ (1,477.11)
Clerk of the Works	\$ -	\$ -	\$ -	\$ -
Accounts Payable	\$ -	\$ -	\$ 190,103.69	\$ (190,103.69)
Transfer to RCM	\$ 557,000	\$ 50,000.00	\$ 85,000.00	\$ 472,000.00
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TOTAL DISBURSEMENTS	\$ 4,326,000	\$ 269,544.30	\$ 1,738,244.29	\$ 2,587,755.71

Cash Reconciliation 1/31/2026	XFERS TO OTHER ACCOUNT	\$ 360,000.00
	FNB# 533	\$ 75,613.99
	Scanned Account	\$ 228,084.19
	Invoice Cloud	\$ 2,049.29
	TDBank Admin	\$ 120,288.55
	TDBank Reserve	\$ 486,314.67
	STIF Account	\$ 5,634,741.44

		\$ 6,907,092.13
		\$ 6,907,092.13
		\$ -

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	\$ 13,701.86	\$ 4,320.64	\$ (9,381.22)	\$ 1,660,901.67	\$ 1,714,127.15	\$ 53,225.48
Prison	\$ -	\$ 228,424.19	\$ 228,424.19	\$ 236,929.71	\$ 472,075.27	\$ 235,145.56
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	\$ 4,256.38	\$ 782.92	\$ (3,473.46)	\$ 41,830.45	\$ 22,472.10	\$ (19,358.35)
H.P. Hood	\$ -	\$ 224,243.67	\$ 224,243.67	\$ 245,001.09	\$ 409,464.10	\$ 164,463.01
H.P. Hood Last Fiscal year	\$ -	\$ -	\$ -	\$ 312,537.20	\$ 249,772.65	\$ (62,764.55)
Interest & Fees	\$ 4,802.70	\$ 786.25	\$ (4,016.45)	\$ 38,404.31	\$ 35,426.19	\$ (2,978.12)
Permits & Septic	\$ 9,861.26	\$ 5,090.63	\$ (4,770.63)	\$ 34,443.78	\$ 47,498.39	\$ 13,054.61
Misc Income	\$ -	\$ -	\$ -	\$ -	\$ 1,569.63	\$ 1,569.63
- Scrap metal	\$ -	\$ -	\$ -	\$ 689.73	\$ -	\$ (689.73)
Due To/Due From	\$ -	\$ -	\$ -	\$ 150,000.00	\$ -	\$ (150,000.00)
Clerk of the Works	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Appropriation Refunds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Invest Income	\$ 19,040.02	\$ 18,074.27	\$ (965.75)	\$ 130,337.56	\$ 125,002.19	\$ (5,335.37)
Grant \$ Received	\$ -	\$ -	\$ -	\$ 1,237.00	\$ 4,384.00	\$ 3,147.00
Transfer from Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL RECEIPTS	\$ 51,662.22	\$ 481,722.57	\$ 430,060.35	\$ 3,099,241.26	\$ 3,340,737.17	\$ 241,495.91
EXPENDITURES						
Payroll Payable (Last Fiscal y	\$ -	\$ -	\$ -	\$ -	\$ 24,552.18	\$ 24,552.18
Payroll (with SS)	\$ 76,495.09	\$ 79,635.76	\$ 3,140.67	\$ 620,692.76	\$ 579,097.16	\$ (41,595.60)
Other Expenditures	\$ 116,910.34	\$ 139,854.85	\$ 22,944.51	\$ 798,465.23	\$ 858,014.15	\$ 59,548.92
Due To/Due From	\$ 1,639.36	\$ 53.69	\$ (1,585.67)	\$ (59,675.28)	\$ 1,477.11	\$ 61,152.39
Clerk of the Works	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Accounts Payable	\$ -	\$ -	\$ -	\$ 96,309.70	\$ 190,103.69	\$ 93,793.99
Transfer to RCM	\$ -	\$ 50,000.00	\$ 50,000.00	\$ -	\$ 85,000.00	\$ 85,000.00
TOTAL DISBURSEMENTS	\$ 195,044.79	\$ 269,544.30	\$ 74,499.51	\$ 1,455,792.41	\$ 1,738,244.29	\$ 282,451.88

WPCA Assessment Fund

2025/2026

January 2026

Cash Balance 7/1/2025	FNB	\$50,840.40
	CADRE	\$60,771.42
27-Feb-26		-----
09:14 AM		\$111,611.82

RECEIPTS	BUDGET	MONTH	YTD	VARIANCE
-----	-----	-----	-----	-----
Developer's Agreements	\$ 56,000	\$ 8,000.00	\$ 160,000.00	\$ (104,000.00)
Current Assessments	\$ 26,500	\$ -	\$ 20,015.51	\$ 6,484.49
Assessments-Prior Years	\$ 3,000	\$ -	\$ -	\$ 3,000.00
Penalty Interest & Fees	\$ 2,000	\$ -	\$ 249.26	\$ 1,750.74
Advance Collection	\$ 6,000	\$ -	\$ 19,278.48	\$ (13,278.48)
Due To Others	\$ -	\$ -	\$ 1,423.42	\$ (1,423.42)
Investment Interest	\$ 500	\$ 103.52	\$ 653.09	\$ (153.09)
Transfer from Assessment Fund Bal	\$ -	\$ -	\$ -	\$ -
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TOTAL REVENUE	\$ 94,000	\$ 8,103.52	\$ 201,619.76	\$ (107,619.76)

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
	-----	-----	-----	-----
	\$ 94,000	\$ -	\$ -	\$ 94,000.00

Cash Balance @ 1/31/2026	XFERS	\$ -	
	FNB	\$ 222,840.40	
	CADRE	\$ 90,391.18	

	\$	313,231.58	\$313,231.58
			\$0.00

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

2026

JANUARY

	25/26 Budget	25/26 Current Month	25/26 Year To Date	25/26 Variance	25/26 % Unexpended	
50160 · Payroll	\$ 1,090,000	\$ 79,396.90	\$ 567,095.22	\$ 522,904.78	48%	
50220 · Social security	\$ 84,000	\$ 5,549.13	\$ 40,496.51	\$ 43,503.49	52%	
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	\$ 825.01	\$ 6,689.12	\$ 7,310.88	52%	
50341 · Legal/advice	\$ 33,000	\$ 1,790.91	\$ 2,569.54	\$ 30,430.46	92%	
50384 · Uniforms	\$ 7,000	\$ 931.79	\$ 3,555.19	\$ 3,444.81	49%	
50385 · Tests	\$ 51,000	\$ 4,417.39	\$ 24,910.32	\$ 26,089.68	51%	
50409 · Waste disposal	\$ 269,000	\$ 15,826.74	\$ 97,620.83	\$ 171,379.17	64%	
50433 · Process Equip - R&M	\$ 115,000	\$ 2,415.32	\$ 16,632.84	\$ 98,367.16	86%	
50436 · R & M - Vehicles	\$ 22,000	\$ 388.85	\$ 9,139.82	\$ 12,860.18	58%	
50439 · Service Contracts	\$ 50,000	\$ 1,486.87	\$ 22,656.47	\$ 27,343.53	55%	
50445 · Plant Maint	\$ 77,000	\$ 3,684.13	\$ 23,384.66	\$ 53,615.34	70%	
50446 · Collection System	\$ 40,000	\$ 653.27	\$ 20,410.96	\$ 19,589.04	49%	
50520 · Insurance	\$ 38,000	\$ -	\$ -	\$ 38,000.00	100%	
50521 · Employee Insur	\$ 343,000	\$ 16,723.63	\$ 127,901.76	\$ 215,098.24	63%	
50530 · Postage	\$ 5,000	\$ 43.89	\$ 858.71	\$ 4,141.29	83%	
50531 · Telephone	\$ 17,000	\$ 1,225.66	\$ 6,489.28	\$ 10,510.72	62%	
50540 · Advertising	\$ 4,000	\$ -	\$ 1,361.51	\$ 2,638.49	66%	
50581 · Mileage	\$ 2,000	\$ 116.41	\$ 245.00	\$ 1,755.00	88%	
50612 · Office supplies	\$ 20,000	\$ 1,154.64	\$ 6,269.40	\$ 13,730.60	69%	
50622 · Electricity	\$ 236,000	\$ 18,019.54	\$ 79,165.24	\$ 156,834.76	66%	
50624 · Fuel oil - heat	\$ 7,000	\$ 518.60	\$ 1,312.10	\$ 5,687.90	81%	
50626 · Gas - automotive	\$ 23,000	\$ 939.52	\$ 6,292.87	\$ 16,707.13	73%	
50627 · Water	\$ 9,000	\$ 238.87	\$ 4,529.14	\$ 4,470.86	50%	
50750 · Cap Replace - Vehicles	\$ -	\$ -	\$ -	\$ -	#DIV/0!	
50755 · Cap Improve	\$ -	\$ -	\$ -	\$ -	#DIV/0!	
50760 · Tools & Equip	\$ 35,000	\$ 35,000.00	\$ 39,056.41	\$ (4,056.41)	-12%	
50802 · Administration Fees/REFUNDS	\$ -	\$ -	\$ 1,630.00	\$ (1,630.00)	#DIV/0!	
50810 · Dues & Subs	\$ 4,000	\$ 151.00	\$ 755.00	\$ 3,245.00	81%	
50812 · Training	\$ 20,000	\$ 437.00	\$ 1,587.00	\$ 18,413.00	92%	
50855 · Medical Exps	\$ 3,000	\$ -	\$ 100.00	\$ 2,900.00	97%	
50899 · Reserve Cap Projects	\$ 377,000	\$ 50,000.00	\$ 125,000.00	\$ 252,000.00	67%	
50911 · Transfer to RCM	\$ 557,000	\$ -	\$ -	\$ 557,000.00	100%	
50920 · Contingency	\$ 342,000	\$ -	\$ -	\$ 342,000.00	100%	
50940 · Engineering Services	\$ 32,000	\$ 11,635.00	\$ 20,707.50	\$ 11,292.50	35%	
50955 · Interest Expense	\$ -	\$ -	\$ -	\$ -	#DIV/0!	
50969 · Chemicals	\$ 38,000	\$ 8,445.00	\$ 15,820.50	\$ 22,179.50	58%	
#1 -Thompsonville Rd-63	\$ 29,000	\$ 1,421.21	\$ 23,320.62	\$ 5,679.38	20%	
#10 - Mapleton Estates-71	\$ 5,000	\$ 206.66	\$ 3,507.17	\$ 1,492.83	30%	
#11 - Mapleton Ave-72	\$ 9,000	\$ 437.44	\$ 3,128.29	\$ 5,871.71	65%	
#12 - Bridge St-73	\$ 11,000	\$ 440.21	\$ 2,954.55	\$ 8,045.45	73%	
#13 - Stony Brook-74	\$ 5,000	\$ 768.42	\$ 9,833.91	\$ (4,833.91)	-97%	
#2 - Southfield-62	\$ 4,000	\$ 532.39	\$ 2,476.20	\$ 1,523.80	38%	
#3 - Mountain Road-64	\$ 19,000	\$ 852.00	\$ 9,671.79	\$ 9,328.21	49%	
#4 - River Blvd-65	\$ 9,000	\$ 526.07	\$ 4,859.33	\$ 4,140.67	46%	
#5 - Fairhill Lane-66	\$ 14,000	\$ 705.76	\$ 5,648.47	\$ 8,351.53	60%	
#6 - Suffield Meadows-67	\$ 9,000	\$ 277.79	\$ 2,574.49	\$ 6,425.51	71%	
#7 - Poole Rd.-68	\$ 16,000	\$ 271.74	\$ 11,384.48	\$ 4,615.52	29%	
#8 - Plantation Dr-69	\$ 15,000	\$ 93.70	\$ 6,858.05	\$ 8,141.95	54%	
#9 - Eagles Watch-70	\$ 7,000	\$ 170.26	\$ 1,804.33	\$ 5,195.67	74%	
#16 Prospect Hill Estates	\$ 6,000	\$ 169.50	\$ 7,110.14	\$ (1,110.14)	-19%	
#17 Cedar Crest Drive	\$ 6,000	\$ 245.78	\$ 2,310.37	\$ 3,689.63	61%	
#18 Wisteria Lane	\$ 9,000	\$ 138.61	\$ 1,728.05	\$ 7,271.95	81%	
#19 Malec Farms	\$ 5,000	\$ 192.66	\$ 2,672.07	\$ 2,327.93	47%	
	\$ 4,326,000	\$ 269,465.27	\$ 1,549,764.21	\$ 2,776,235.79	64%	s/b 42%

Town of Suffield WPCA Administration Fund

Trial Balance

As of January 31, 2026

	Jan 31, 26	
	Debit	Credit
10141 · Cash - FNB	75,613.49	
10142 · Transfer - FNB	0.00	
10143 · Cash - TD Bank	120,235.30	
10144 · WPCA Reserve Fund	486,314.67	
10145 · Petty Cash	0.00	
10146 · Lockbox	0.00	
10177 · STIF Account	5,634,741.44	
10926 · INVOICE CLOUD	2,049.23	
10927 · Scanned Account - Town TDBank	228,084.19	
10203 · Accounts Receivable	201,906.70	
10207 · Septage Fees Receivable	5,285.24	
10209 · DEP Grant Receivable		2.00
1140 · Prison Grant Receivable	0.00	
10920 · Inventory Asset	0.00	
10921 · Deposit clearing	0.00	
10922 · Prepaid Expense	0.00	
10923 · Uncategorized Income	0.00	
10924 · Undeposited Funds	0.00	
1200 · Grants receivable	0.00	
10800 · Capital Contributions (from RCM)		1,519,359.28
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	18,212,808.22	
10807 · Jet Truck	0.00	
10808 · Less accumulated depreciation		29,241,005.52
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	4,731.01	
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		25,688,905.90
30910 · FUND BALANCE-UNRESERVED-contra	2,136,209.95	
3100 · Opening Bal Equity		0.10
40402 · Interest income		125,002.19
40596 · User charges		2,703,026.13
40597 · Penalties and interest		23,534.34
40598 · Permits/septic		43,554.64
40803 · Misellaneous income		1,460.63
50160 · Payroll	567,095.22	
50220 · Social security	40,496.51	
50230 · Pension	105,675.00	
50232 · OPEB Contribution	68,004.00	
50290 · Safety/Wellness	6,489.12	
50341 · Legal/advice	2,569.54	
50384 · Uniforms/cleaning	3,555.19	
50385 · Tests	24,910.32	
50409 · Waste disposal	97,620.83	
50433 · Process equip - repair/main	16,632.84	
50436 · R & M - vehicles	9,139.82	
50439 · Service maintenance contracts	33,706.47	
50445 · Plant maintenance	32,809.66	
50446 · Collection system main	64,662.60	
50521 · Employee insurance	127,901.76	
50530 · Postage	858.71	

12:49 PM

Town of Suffield WPCA Administration Fund

Trial Balance

03/05/26

As of January 31, 2026

Accrual Basis

	Jan 31, 26	
	Debit	Credit
50531 · Telephone	6,489.28	
50540 · Advertising	1,361.51	
50581 · Mileage/car allowance	245.00	
50612 · Office supplies	6,269.40	
50622 · Electricity	109,428.89	
50624 · Fuel oil - heat	1,790.68	
50626 · Gas - automotive	6,292.87	
50627 · Water	4,638.58	
50760 · Tools and equipment	39,056.41	
50802 · Refunds	1,630.00	
50810 · Dues and Subscriptions	755.00	
50812 · Training	1,587.00	
50855 · Medical expenses	300.00	
50899 · Reserve for capital projects	125,000.00	
50940 · Engineering Services	20,707.50	
50969 · Chemicals	22,084.50	
TOTAL	59,475,318.56	59,475,318.56

8:06 AM

02/27/26

Accrual Basis

Town of Suffield Sewer Project Fund
Trial Balance
As of January 31, 2026

	Jan 31, 26	
	Debit	Credit
10143 · Cash - CADRE	6,257.62	
10147 · Cash - WPCA RCA	20,854.60	
10148 · Cash - Reich & Tang	0.00	
10209 · - Grants Receiveable		0.10
20801 · Due from general fund	0.00	
20201 · Accounts payable	302.63	
20501 · Deferred revenue	0.18	
20701 · Due to other agencies		0.04
20860 · DT/DF WPCA	300,000.00	
20883 · DT/DF WPCA ADMIN	0.00	
2100 · Due to general fund	0.00	
30300 · Opening Bal Equity	0.00	
30301 · Fund balance	23,506.68	
40402 · Interest		55.75
40905 · Other Transfers In		445,000.00
50786 · Plant Upgrades	94,134.18	
TOTAL	445,055.89	445,055.89

8:10 AM

Town of Suffield Sewer Assessment Fund

Trial Balance

As of January 31, 2026

02/27/26

Accrual Basis

	Jan 31, 26	
	Debit	Credit
10143 · Cash - CADRE	90,391.18	
10149 · Cash - WPCA Assessment	222,840.40	
10250 · Assessments	110,297.39	
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		9,375.22
20501 · Deferred revenue		110,297.39
20501 · Deferred revenue:2210 · Assessments paid in advance	0.00	
30301 · Fund balance		103,625.02
40025 · Revenue - Assessments		39,293.99
40035 · Revenue - Liens, interest, fees		249.26
40040 · Developers Agreements		160,000.00
40402 · Revenue - Use of Money & Proper		653.09
TOTAL	<u>423,528.97</u>	<u>423,528.97</u>

8:08 AM
02/27/26
Accrual Basis

Kent Farms Reserve
Trial Balance
As of January 31, 2026

	Jan 31, 26	
	Debit	Credit
10111 - Cash	126,837.31	
20860 - DT/DF WPCA		5,381.67
Opening Balance Equity		146,215.81
Retained Earnings	25,890.16	
40402 - Interest Income		1,129.99
TOTAL	152,727.47	152,727.47

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: March 10, 2026

Re: Delinquent Accounts

We collected \$336.26 in the month of February – 2.13% of the major delinquents.

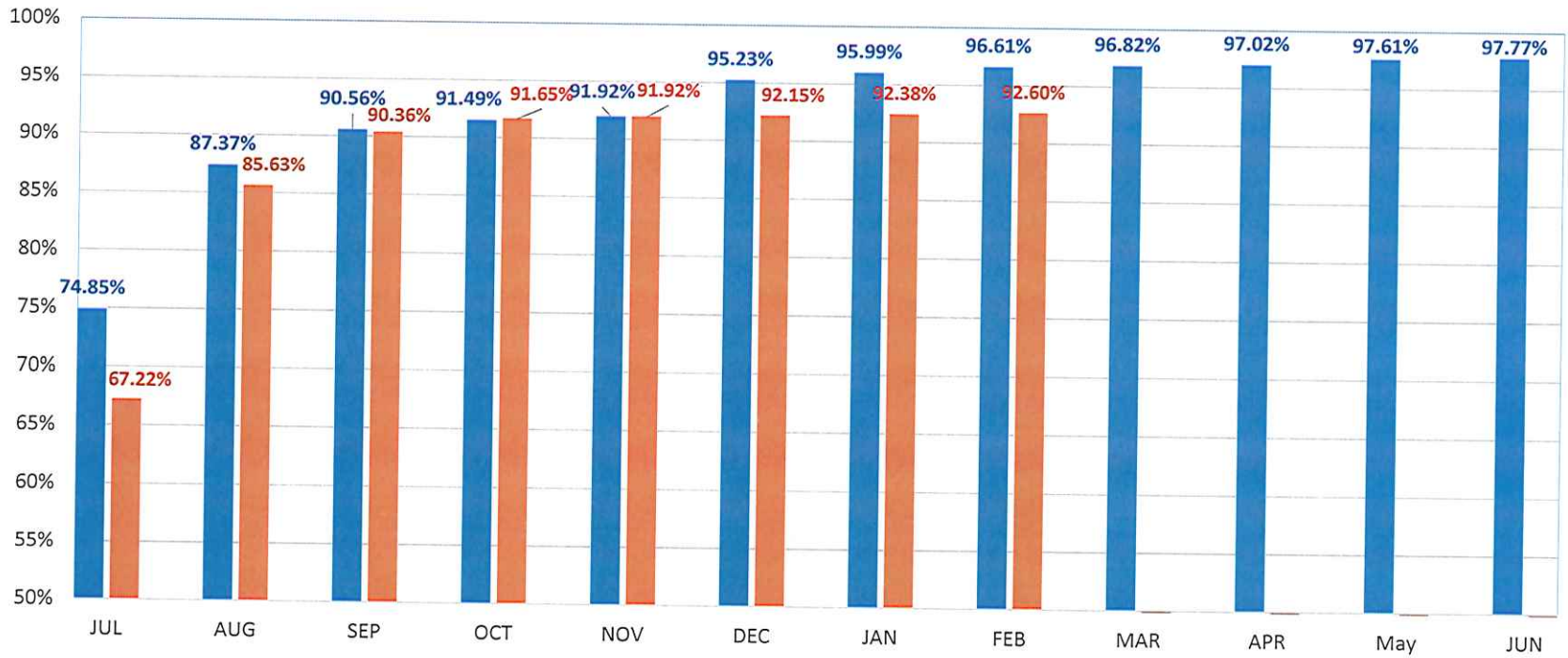
Our overall delinquent balance is \$196,153.98 with \$153,070.31 being the 2025 Sewer use, and a collection rate of 92.60% thru the end of February. Last year's collection rate at this time was 96.61%.

PAST DUE AS OF FEBRUARY 28, 2026

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	43.20	0.00	2,459.56	2,862.76	99.98%
YEAR 2022	1,572,073.13	1,571,703.13	370.00	244.20	24.00	0.00	638.20	99.98%
YEAR 2023	1,651,143.31	1,644,668.88	6,742.33	2,712.53	312.00	0.00	9,766.86	99.61%
YEAR 2024	1,750,984.22	1,728,791.93	22,166.59	5,963.82	1,104.00	581.44	29,815.85	98.73%
YEAR 2025	1,819,354.19	1,684,716.27	135,097.92	16,264.31	0.00	1,708.08	153,070.31	92.60%
GRAND TOTAL			<u>164,736.84</u>	<u>25,228.06</u>	<u>1,440.00</u>	<u>4,749.08</u>	<u>196,153.98</u>	

Collection Rate Compariosn to Last Year - Same Month

■ 2024 ■ 2025



TOWN OF SUFFIELD WPCA

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



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

To: WPCA Commission

From: Julie Nigro, WPCA Business Administrator

CC:

Date: March 10, 2026

Re: 2026 2027 Draft Budget

The following page includes the DRAFT 2026/2027 budget.

The yellow highlighted line items represent figures the Town provides, via the Finance Director, and are not yet available. The blue line items are items we adjust to balance the expenses to revenue and provide for enough sewer use revenue toward future capital projects, while keeping the fund balance at an appropriate level. A list of proposed projects is listed in the draft and may be "tweaked" by the next meeting.

WATER POLLUTION CONTROL AUTHORITY BUDGET SUMMARY

	2025-2026	2026-2027
ADMINISTRATION:	\$4,326,000	\$3,938,000
ASSESSMENT:	\$94,000	\$360,500
RESERVE CAPACITY MAINTENANCE:	\$2,400,000	\$1,366,000
	\$6,820,000	\$5,664,500

	2025-2026		2026-2027	
2025-2026 Town of Suffield Sewer Use Fee:	\$400	per unit	\$410	per unit
2025-2026 Kent Farm Sewer Use Fee:	\$460	per unit	\$470	per unit
2025-2026 Dollar Per 1,000 Gallons:	\$9.57		\$9.85	

Water Pollution Control Authority Commission Members:

Daniel Holmes, Chairman

Frank Bauchiero
 Michael Blanchette
 Todd Mervosh
 John Murphy
 Nicholas Shute
 Travis Watroba

**Suffield WPCA O&M
2026/2027 Budget**

	2025/2026	2026/2027	variance		Description
Payroll	\$ 1,090,000	\$ 1,102,000	12,000	1.10%	Increase based on Union contract rate 2.75%; Admin 4%; and Assistant Business Administrator reduced hours to 30 per week
Social security	\$ 84,000	\$ 84,000	0	0.00%	7.65% of Payroll
Pension	\$ 106,000	\$ 104,000	(2,000)	-1.89%	Per Actuarial Valuation Report dated July 1, 2025
Workers Comp	\$ 9,000	\$ 9,000	0	0.00%	Per Finance Director - rate incr = 0%, and up to 3%
Office supplies	\$ 20,000	\$ 20,000	0	0.00%	no change
Chemicals	\$ 38,000	\$ 40,000	2,000	5.26%	based on same usage of Polymer totes (5) with a 15% price increase + settling chemicals
Postage	\$ 5,000	\$ 5,000	0	0.00%	Incr. based on projected postage increase and additional delinquent notifications
Telephone	\$ 17,000	\$ 17,000	0	0.00%	no change
Electricity	\$ 236,000	\$ 210,000	(26,000)	-11.02%	no change. Contract rate currently \$.10470. Lodestar solar contract is also included in this line item.
Water	\$ 9,000	\$ 10,000	1,000	11.11%	incr. based on actual use with 9.9% price increase
Gas - automotive	\$ 23,000	\$ 23,000	0	0.00%	no change
Fuel oil - heat	\$ 7,000	\$ 7,000	0	0.00%	no change
Mileage	\$ 2,000	\$ 2,000	0	0.00%	no change
Waste disposal	\$ 269,000	\$ 306,000	37,000	13.75%	incr - based on 14.46% increase in price per dry ton for disposal at MDC and contracted price for garbage removal
Insurance	\$ 38,000	\$ 39,000	1,000	2.63%	Per Finance Director - rate incr = 0%, and up to 3%
Advertising	\$ 4,000	\$ 4,000	0	0.00%	no change based on bids this fiscal year
Legal/advice	\$ 33,000	\$ 30,000	(3,000)	-9.09%	decr. based on actual anticipated 25/26 spend
Engineering Services	\$ 32,000	\$ 35,000	3,000	9.38%	incr. based on 5 yrs of actual spend for non-capital engineering costs
Service Contracts	\$ 50,000	\$ 53,000	3,000	6.00%	incr.- based on 3 YRS actuals on service contracts with: TAB computers, WINN -11, HACH, Huber, Otis, HACH sensors, service from TAB, and addition of IDEX contract + estimated 10% price increase
Uniforms	\$ 7,000	\$ 7,000	0	0.00%	no change
Tests	\$ 51,000	\$ 61,000	10,000	19.61%	no change
Dues & Subscriptions	\$ 4,000	\$ 4,000	0	0.00%	no change
Employee Insur	\$ 343,000	\$ 341,000	(2,000)	-0.58%	The cost of Health insurance for current employees plus cost of: Life, std <d insurance, H S A contributions, used estimate of 20.0% incr. in cost over last year. Note that retirees medicare supplemental policies are included in OPEB.
Training	\$ 20,000	\$ 20,000	0	0.00%	no change
Medical Expenses	\$ 3,000	\$ 3,000	0	0.00%	no incr. - based on Union contract allowable medical injections for industry-type exposures (ex: hepatitis, typhoid, diphtheria, flu, and tetanus).
Plant Maintenance	\$ 77,000	\$ 60,000	(17,000)	-22.08%	decrease based on 5 year average
Collection System	\$ 40,000	\$ 50,000	10,000	25.00%	incr. based on last years spending + anticipated price increases on pumps, etc.
R & M - Vehicles	\$ 22,000	\$ 22,000	0	0.00%	no change
Cap Replace - Vehicles	\$ -	\$ -	0	0.00%	no change
Cap Improve	\$ -	\$ -	0	0.00%	no change
Tools & Equipment	\$ 35,000	\$ 35,000	0	0.00%	no change
Process Equipment - R&M	\$ 115,000	\$ 100,000	(15,000)	-13.04%	decr. based on average spend, as well as sufficient capacity to address potential high-cost repairs associated with critical equipment.
Reserve Cap Projects	\$ 377,000	\$ 394,000	17,000	4.51%	use fees to be applied to current year capital projects - See RCM budget
Interest Expense	\$ -	\$ -	0	100.00%	no change
OPEB Contribution	\$ 69,000	\$ 69,000	0	0.00%	Final per Actuarial
Transfer to RCM	\$ 557,000	\$ 132,000	(425,000)	-76.30%	Planned usage of Fund balance
Safety Supplies	\$ 14,000	\$ 14,000	0	0.00%	no change
Contingency	\$ 342,000	\$ 346,000	4,000	1.17%	10%+ of budget (less the fund balance transfer) for unforeseen items not planned for in RCM for emergencies
#1 -Thompsonville Rd	\$ 29,000	\$ 30,000	1,000	3.45%	routine exp including Electricity + Mission Communic.
#10 - Mapleton Estates	\$ 5,000	\$ 7,000	2,000	40.00%	routine exp including Electricity + Mission Communic.
#11 - Mapleton Ave	\$ 9,000	\$ 6,000	(3,000)	-33.33%	routine exp including Electricity + Mission Communic.
#12 - Bridge St	\$ 11,000	\$ 6,000	(5,000)	-45.45%	routine exp including Electricity + Mission Communic.
#13 - Stony Brook	\$ 5,000	\$ 17,000	12,000	240.00%	routine exp including Electricity + Mission Communic.
#2 - Willow Creek	\$ 4,000	\$ 5,000	1,000	25.00%	routine exp including Electricity + Mission Communic.
#3 - Mountain Road	\$ 19,000	\$ 17,000	(2,000)	-10.53%	routine exp including Electricity + Mission Communic.
#4 - River Blvd	\$ 9,000	\$ 9,000	0	0.00%	routine exp including Electricity + Mission Communic.
#5 - Fairhill Lane	\$ 14,000	\$ 10,000	(4,000)	-28.57%	routine exp including Electricity + Mission Communic.
#6 - Suffield Meadows	\$ 9,000	\$ 5,000	(4,000)	-44.44%	routine exp including Electricity + Mission Communic.
#7 - Poole Rd.	\$ 16,000	\$ 25,000	9,000	56.25%	routine exp including Electricity + Mission Communic.
#8 - Plantation Dr	\$ 15,000	\$ 13,000	(2,000)	-13.33%	routine exp including Electricity + Mission Communic. (includes \$3k for tank replacement)
#9 - Eagles Watch	\$ 7,000	\$ 5,000	(2,000)	-28.57%	routine exp including Electricity + Mission Communic.
#16 Prospect Hill Estates	\$ 6,000	\$ 13,000	7,000	116.67%	routine exp including Electricity + Mission Communic.
#17 Cedar Crest Drive	\$ 6,000	\$ 4,000	(2,000)	-33.33%	routine exp including Electricity + Mission Communic.
#18 Wisteria Lane	\$ 9,000	\$ 3,000	(6,000)	-66.67%	routine exp including Electricity + Mission Communic.
#19 Malec Farms	\$ 5,000	\$ 5,000	0	0.00%	routine exp including Electricity + Mission Communic.

4,326,000 3,938,000 -388,000
3,769,000 3,806,000

0.59% BUDGET INCR/DECR W/O INCLUDING FUND BALANCE USAGE
-8.97% BUDGET INCR/DECR - INCLUDING FUND BALANCE USAGE

PROPOSED PROJECTS

Capital - Plant

BFP system overhaul	\$	334,000
PAVING FOR MORTON BLDG	\$	50,000
SPARE BLADE FOR OXIDATION DITCH	\$	100,000
GEARBOX	\$	50,000
UV CONTROLLER	\$	30,000
Total Capital - Plant		<u>\$564,000</u>

Capital - Pump Stations/Collections System

Pump Station Capital Repairs	\$100,000
Pipe lining/point repairs	\$200,000
Stony Brook Crossing repairs (permanent)	\$414,720
Manhole Rehab	\$46,000
Stony Brook Permanent Repair - ENGINEERING	\$41,280
Total Capital - Pump Stations/Collections System	<u>\$802,000</u>

TOTAL CAPITAL PROJECTS **\$1,366,000**

**Town of Suffield Water Pollution Control Authority
2026/2027 Reserve Capacity Maintenance (RCM) Revenue Budget**

	2025/2026	2026/2027	Variance	
Transfer from RCM Fund Balance	\$ 892,000	\$ -		Balance on hand year-end 2025/2026 RCM Fund Balance
Transfer from Assessment Fund	\$ 94,000	\$ 360,000	\$ 266,000	All funds generated from Assessment Fund transferred into this fund for Capital Projects
Transfer from O&M Line Item	\$ 377,000	\$ 394,000	\$ 17,000	revenue generated by sewer use fees & earmarked for cap projects
Grant Income	\$ 480,000	\$ 480,000	\$ -	State Grant for Stony Brook
Transfer from Fund Balance	\$ 557,000	\$ 132,000	\$ (425,000)	Use of Fund Balance
TOTAL REVENUE	\$ 2,400,000	\$ 1,366,000		
Plant Upgrades (Capital Improvements)	\$ 529,000	\$ 355,000	\$ (174,000)	
Plant Upgrades-Collection system (Capital Improvements)	\$ 1,871,000	\$ 1,011,000	\$ (860,000)	
TOTAL EXPENSES	\$ 2,400,000	\$ 1,366,000	\$ (1,034,000)	

**Town of Suffield Water Pollution Control Authority
2026/2027 Assessment/Connection Revenue Budget**

	2025/2026	2026/2027	Variance	Description
2026-2027 New Assessments/Sewer Connections	\$ 2,500	\$ 2,500	\$ -	2 new accounts
Developer's Agreements	\$ 56,000	\$ 100,000	\$ 44,000	Based on current Developments & estimated over 3 yrs of receipts
Current Assessments	\$ 24,000	\$ 30,000	\$ 6,000	based on 2025 annual billing @ 3-year average collection rate of 90%
Assessments - Prior Years	\$ 3,000	\$2,000	\$ (1,000)	20% of delinquent balance
Penalty Interest & Fees	\$ 2,000	\$ 1,000	\$ (1,000)	estimate based on last 5 years of delinquent collections
Advance Collection	\$ 6,000	\$ 5,000	\$ (1,000)	5% of principal not billed
Investment Interest	\$ 500	\$ 1,000	\$ 500	based on anticipated average balance and avg interest earned
Total:	\$ 94,000	\$ 141,500		
Transfer from Assessment Fund Balance	\$ -	\$ 219,000	\$ 219,000	
TOTAL REVENUE	\$ 94,000	\$ 360,500		
Transfer to Town General Fund	\$ -	\$ -	\$ -	
Transfer to RCM	\$ 100,000	\$ 360,500	\$ 260,500	
TOTAL EXPENSES	\$ 100,000	\$ 360,500		