

WATER POLLUTION CONTROL AUTHORITY
TOWN HALL MEETING ROOM B
SPECIAL MEETING
WEDNESDAY, MAY 18, 2016

PRESENT: Lynne Vanderslice, Eric Fanwick, Bill Follett; Andrea Preston, David Taylor
ABSENT: Rick Tomasetti

OTHERS: Pete Lucia, Mike Ahern, Tom Therkettle
ABSENT: Anne Kelly-Lenz

SPECIAL MEETING

Call to Order

Ms. Vanderslice called the Special Meeting to order at 5:00 PM.

Sewer Capital Assessments – River Ridge Estates

There was a follow-up comment to last month's meeting as to what exactly was indicated as far as the payback period for the assessments. The Town did put in writing to Toll Brothers that the requirements for payback were 20 years. Tom Therkettle then spoke about capital assessments, and how credits for public sewer construction have been applied, speaking to the method traditionally used – on a per-unit basis, not on assessed value – and cited WPCA Regulations that address the residential condominium unit individual assessment factor calculation. Lengthy discussion followed about the wording in the regulations. Tom pointed out that the current method, employed for 36 years for credits back to condominiums, has always worked and does not change as an assessed value might from time to time. Further to the \$11,000 per unit credit discussion at last month's meeting, a possible solution also considered was refunding credits to the condominium association for distribution of said credits vs. issuing to the individual owners. Eric Fanwick suggested getting a legal opinion on whether the WPCA could give a check to a condominium association. Lynne also brought up the possibility of a change to the wording in the Regulations, saying she would get a legal opinion on that.

Capital Assessment Benefit Analysis – Breitling

Chris Kerin put together a proposal (on file) to conduct this appraisal. Mike Ahern answered questions as to the difference between Stage I and Stage II appraisals, saying Stage I has always been very thorough and acceptable. Eric Fanwick made a motion to accept the proposal for \$1,800 to conduct the appraisal. Bill Follett seconded and the motion carried unanimously.

FOG Program Update

Retesting is completed and Mike stated of those 18 facilities, only 8 passed. He stressed, however, that the message is getting through, as only 10 out of 53 have exceeded the limits. He expects that retesting will start up again about August.

Discussion of Proposed User Charges and Budget for FY17

Pete Lucia spoke about the handouts (attached), saying the user fee per unit would remain at \$214, due to an increased number of users that helped keep the user fee at this same rate. He explained the difference for use of the two funds associated with the WPCA and answered questions about various line items. Bill Follett asked, going forward, that Pete send any monthly budget material prior to the meeting so that members have time to review before the meeting. Pete agreed to do this for future meetings. Eric Fanwick made a motion to approve the budget and users charges as proposed. Andrea Preston seconded and the motion carried unanimously.

Other Business

None.

There being no further business, motion to adjourn made by Mr. Fanwick, seconded by Ms. Preston, and carried unanimously. Meeting adjourned at 5:55 PM.

Kris Fager
Recording Secretary
(taken from audio recording)

Wilton Water Pollution Control Authority
FY 2017 Adopted Budget & User Rate

	FY15	FY16	FY17
Expenses:	<u>\$766,789</u>	<u>\$812,434</u>	<u>\$841,830</u>
Revenues:			
Interest on Investments	1,000	1,000	1,500
Connection Fees	2,500	1,000	1,000
FOG Fees	12,500	27,250	27,250
Penalty Interest	5,000	2,500	3,500
Capital Assessment Fund	170,420	167,301	173,000
User Charges	<u>575,369</u>	<u>622,633</u>	<u>635,580</u>
	<u>\$766,789</u>	<u>821,684</u>	<u>841,830</u>

Calculation to determine User Charge per unit:

Expenses	\$ 766,789	\$ 821,684	\$ 841,830
Less Revenues other than User Charge	\$ 191,420	\$ 199,051	\$ 206,250
Revenue needed from users	<u>\$ 575,369</u>	<u>\$ 622,633</u>	<u>\$ 635,580</u>

Number of Units	2,689	2,910	2,970
User Fee per Unit (rounded)	\$214	\$214	\$214



Budget Worksheet Report

Budget Year 2017

G/L Account	Account Description	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Department Request	2018 Forecast	2019 Forecast
Fund 401 - Sewer Operating Fund								
REVENUE								
Department 05 - Finance								
Division 0700 - Finance Department								
401-05-0700.33005	Interest - Investments	1,087.96	1,205.27	1,000.00	1,200.00	1,500.00	1,000.00	1,000.00
Division 0700 - Finance Department Totals		\$1,087.96	\$1,205.27	\$1,000.00	\$1,200.00	\$1,500.00	\$1,000.00	\$1,000.00
Department 05 - Finance Totals		\$1,087.96	\$1,205.27	\$1,000.00	\$1,200.00	\$1,500.00	\$1,000.00	\$1,000.00
Department 08 - Public Works								
Division 3125 - Sewer								
401-08-3125.31584	User Charges	616,019.43	517,002.01	622,633.00	695,000.00	635,580.00	637,720.00	639,860.00
401-08-3125.31586	Connection Fees	2,625.00	150.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
401-08-3125.31587	F.O.G. Fees & Surcharges	14,500.00	19,250.00	27,250.00	27,250.00	27,250.00	27,250.00	27,250.00
401-08-3125.31588	Penalty Interest-Charges	6,752.63	2,028.25	2,500.00	4,000.00	3,500.00	3,500.00	3,500.00
401-08-3125.39735	Capital Assessment Fund	183,966.00	179,909.00	167,301.00	174,475.00	173,000.00	176,000.00	175,000.00
Division 3125 - Sewer Totals		\$823,863.06	\$718,339.26	\$820,684.00	\$901,725.00	\$840,330.00	\$845,470.00	\$846,610.00
Department 08 - Public Works Totals		\$823,863.06	\$718,339.26	\$820,684.00	\$901,725.00	\$840,330.00	\$845,470.00	\$846,610.00
REVENUE TOTALS		\$824,951.02	\$719,544.53	\$821,684.00	\$902,925.00	\$841,830.00	\$846,470.00	\$847,610.00
EXPENSE								
Department 08 - Public Works								
Division 3125 - Sewer								
401-08-3125.40305	Salaries - Full Time	50,554.50	51,810.57	53,261.00	53,261.00	53,261.00	53,261.00	53,261.00
401-08-3125.40315	Salaries - Overtime	385.78	63.80	600.00	250.00	500.00	500.00	500.00
401-08-3125.40320	Longevity	370.00	522.51	485.00	485.00	485.00	485.00	605.00
401-08-3125.40605	Social Security	3,661.95	3,760.23	4,158.00	4,131.00	4,149.00	4,149.00	4,159.00
401-08-3125.40613	Retirement	6,327.00	6,330.00	7,189.00	7,190.00	4,010.00	4,010.00	4,010.00
401-08-3125.40615	Group Insurances	31,457.19	26,625.16	29,257.00	29,257.00	32,905.00	32,905.00	32,905.00
401-08-3125.40905	Comprehen. Business Pol.	.00	1,850.00	2,000.00	2,000.00	2,100.00	2,150.00	2,200.00
401-08-3125.40910	Umbrella Liability	.00	955.00	1,025.00	1,025.00	1,050.00	1,075.00	1,100.00
401-08-3125.40915	Workers Compensation	40.00	60.00	75.00	75.00	85.00	90.00	100.00
401-08-3125.40920	Public Officials Liabil.	.00	160.00	175.00	175.00	185.00	195.00	200.00
401-08-3125.41205	Water	156.92	251.96	300.00	275.00	300.00	325.00	350.00
401-08-3125.41220	Electricity	11,514.53	10,821.74	10,543.00	9,000.00	9,500.00	10,000.00	10,500.00
401-08-3125.41230	Telephone	150.00	150.00	200.00	200.00	200.00	200.00	200.00
401-08-3125.41235	Fuel-Building	.00	.00	750.00	250.00	500.00	500.00	500.00
401-08-3125.41810	Office Supplies	.00	250.00	500.00	250.00	350.00	400.00	450.00
401-08-3125.41825	Computer Supplies	.00	250.00	500.00	250.00	300.00	350.00	400.00
401-08-3125.41830	Postage	535.03	1,166.92	1,300.00	1,200.00	1,250.00	1,300.00	1,350.00
401-08-3125.42105	Operating Supplies	.00	.00	2,500.00	1,000.00	1,500.00	1,500.00	1,500.00
401-08-3125.44230	Depreciation Expense	700.72	218.59	6,000.00	15,000.00	10,000.00	10,000.00	10,000.00
401-08-3125.45105	Rent - Building and Land	1,830.00	1,830.00	1,850.00	1,630.00	1,750.00	1,850.00	1,900.00



Budget Worksheet Report

Budget Year 2017

G/L Account	Account Description	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Department Request	2018 Forecast	2019 Forecast
Fund 401 - Sewer Operating Fund								
EXPENSE								
Department 08 - Public Works								
Division 3125 - Sewer								
401-08-3125.45715	Legal Notices	483.62	811.68	1,200.00	500.00	750.00	1,000.00	1,000.00
401-08-3125.46020	Legal Advice	36,327.78	3,232.44	25,000.00	7,500.00	25,000.00	25,000.00	25,000.00
401-08-3125.46310	Computer Software Maint	2,458.26	2,458.26	4,500.00	2,458.00	4,000.00	4,000.00	4,000.00
401-08-3125.47215	Building Repairs	.00	.00	10,000.00	1,000.00	10,000.00	10,000.00	10,000.00
401-08-3125.47825	Sewage Treatment	296,095.00	297,856.00	307,315.00	311,647.00	321,000.00	325,000.00	328,000.00
401-08-3125.47828	Nwk Debt Service Current Year	208,966.00	179,709.00	167,301.00	174,475.00	173,000.00	175,000.00	175,000.00
401-08-3125.48105	Maint Agreements - Equipment	50,157.74	53,617.04	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00
401-08-3125.48110	Equipment Repairs	.00	.00	20,000.00	.00	20,000.00	20,000.00	20,000.00
401-08-3125.48125	Equipment Testing/Cert	.00	.00	25,000.00	15,000.00	25,000.00	25,000.00	25,000.00
401-08-3125.48710	Printing & Binding	.00	100.00	200.00	125.00	200.00	200.00	200.00
401-08-3125.49610	Auditor/Accounting Svcs.	5,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00
401-08-3125.49620	Prof Serv-Engineer/Arch	.00	.00	2,500.00	.00	2,500.00	2,500.00	2,500.00
401-08-3125.49650	Misc Contractual Serv	17,931.05	15,931.05	25,000.00	5,000.00	25,000.00	25,000.00	25,000.00
401-08-3125.49654	F.O.G. Testing	7,205.00	9,745.00	18,000.00	15,000.00	18,000.00	18,000.00	18,000.00
401-08-3125.49666	Maintenance Fund	71,971.00	38,090.00	40,000.00	40,000.00	40,000.00	40,000.00	40,000.00
Division 3125 - Sewer Totals		\$804,279.07	\$711,626.95	\$821,684.00	\$752,609.00	\$841,830.00	\$848,945.00	\$852,890.00
Department 08 - Public Works Totals		\$804,279.07	\$711,626.95	\$821,684.00	\$752,609.00	\$841,830.00	\$848,945.00	\$852,890.00
EXPENSE TOTALS		\$804,279.07	\$711,626.95	\$821,684.00	\$752,609.00	\$841,830.00	\$848,945.00	\$852,890.00
Fund 401 - Sewer Operating Fund Totals								
REVENUE TOTALS		\$824,951.02	\$719,544.53	\$821,684.00	\$902,925.00	\$841,830.00	\$846,470.00	\$847,610.00
EXPENSE TOTALS		\$804,279.07	\$711,626.95	\$821,684.00	\$752,609.00	\$841,830.00	\$848,945.00	\$852,890.00
Fund 401 - Sewer Operating Fund Totals		\$20,671.95	\$7,917.58	\$0.00	\$150,316.00	\$0.00	(\$2,475.00)	(\$5,280.00)
Net Grand Totals								
REVENUE GRAND TOTALS		\$824,951.02	\$719,544.53	\$821,684.00	\$902,925.00	\$841,830.00	\$846,470.00	\$847,610.00
EXPENSE GRAND TOTALS		\$804,279.07	\$711,626.95	\$821,684.00	\$752,609.00	\$841,830.00	\$848,945.00	\$852,890.00
Net Grand Totals		\$20,671.95	\$7,917.58	\$0.00	\$150,316.00	\$0.00	(\$2,475.00)	(\$5,280.00)