

WATER AND WASTEWATER DEPARTMENT REPORT

The Bristol water system continues to operate in compliance with all state and federal drinking water standards. A consumer confidence report is generated each year that explains the quality of Bristol’s water and terminology to help us understand what the Department of Environmental Conservation requires we test for. It is available on our Website at www.bristolvt.org and at the Town Office.

The Bristol Selectboard also serves as the Water Commission. In this capacity, they review monthly budget reports, reports from our water operators, plan for infrastructure projects, and tend to the coordination of routine maintenance.



Pine Street – Replacement of leaking old galvanized service



Rockydale Road – old broken hydrant. Replaced with new fully-functioning hydrant and valve



Munsill Ave - Repair to fast-leaking radial crack on 6” main

Several leak & damage repairs were completed including:

- (3) Customer/Main Repairs on Rockydale;
- (3) New Hydrants on Elm, Mountain St Ext, & Rockydale;
- (2) Customer Repairs on Maple, (1) on Mountain, (1) Main, (4) East, (1) Prince Lane, (2) Pine Street;
- (1) Main Line Repair at the corner of W. Pleasant/Munsill;
- Repair to Meter Pit w/ New Meter at KTP.



KTP Meter pit repair with added riser, waterproofing, and new meter

We continue to monitor metered water use against water produced to achieve as little water loss and as much efficiency as possible.

Age related repairs were made at the water pump house including two minor repairs in the control panels, replacement of the radio antenna cables, and ongoing maintenance to the generator and other aging components. The Town anticipates upgrading the 25+ year old generator and the control panels in the coming 1-3 years.

In addition, the Town is working with Green Mountain Engineering on a study to identify and prioritize age-related upgrade projects to address 60% of the Town’s water system that consists of original cast iron pipe, galvanized services and appurtenances from 1905 in anticipation of future State and Federal funding programs. The first priority has been identified as Pine Street with 1905 water lines and over 15 leaks repaired in the past 20 years.

Selectboard meetings are held every other Monday night and the Water Commissioners hold an annual public meeting in the spring, where customers may voice concerns, ask questions, and make suggestions. That is when the budgets will also be approved. Customers may also contact the Town Office at 453-2410 any business day, and someone will be there to help.

The Core Area sewer system continues to serve the thirty-four properties located on Main Street and Prince Lane. The Selectboard also serves as the Sewer Commission and holds an annual public meeting and vote on the budget in the spring. In this capacity, they review monthly budget reports, reports from our wastewater operators, plan for infrastructure projects, and tend to the coordination of routine maintenance of the sewer system.

Per Green Mountain Engineering’s recommendation in the annual inspection report, maintenance work was performed over the year including repairs to the dosing siphon on South Street and jetting to restore flow to a clogged dosing siphon. In addition, the Town continues to work with businesses to continue to reduce grease and non-flushables coming into the system through routine internal grease trap maintenance. The Town is sharing the don’t flush it campaign with all sewer connections to continue to reduce rags and other matters clogging the system.



Repairs to dosing siphon manhole on South Street

The Town anticipates hiring engineering services to be paid for through a DWSRF planning loan for potential upgrades to the community sewer system.

Vermont Utility Management Services (VTUMS) operates our water and wastewater systems as our contract operations firm. Cyrus Marsano is our designated operator and may be contacted via the Town Office at 453-2410.

Respectfully submitted,

Valerie Capels, Town Administrator
Cyrus & Jill Marsano, VTUMS

<b style="font-size: 1.2em;">WATER DEPARTMENT <b style="font-size: 1.2em;">CAPITAL EQUIPMENT FUND LONG RANGE PLAN
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	<u>2020-2021</u>	<u>2021-2022</u>	<u>2022-2023</u>	<u>2023-2024</u>	<u>2024-2025</u>	<u>2025-2026</u>
Balance (12/31/2020)	113,989	57,191	76,259	26,351	37,383	48,427
Appropriation	28,065	29,000	30,000	31,000	31,000	31,000
Estimated Interest	137	69	92	32	45	58
Other Revenue						
Total Available	142,191	86,259	106,351	57,383	68,427	79,486
Description of Equipment/Service	<i>Replace original generator and transfer switch at pump house. Replace 4" pump with 2" Pump - hydraulic analysis, fit up, & install.</i>	<i>Order new 2" High Lift Pump for backup for both identical pumps.</i>	<i>Upgrade of original 1995 SCADA/control panel.</i>	<i>Budget for unexpected repairs.</i>	<i>Budget for unexpected repairs.</i>	<i>Budget for unexpected repairs.</i>
Estimated Cost	85,000	10,000	80,000	20,000	20,000	20,000
Closing Balance	57,191	76,259	26,351	37,383	48,427	59,486

The following project descriptions provide backup to the spreadsheet schedule for replacement of the Water Department's capital fund shown above. This is a planning tool and it is inevitable that circumstances will arise that require the plan to be altered. This plan is meant to be revisited each year, so adjustments, either financial, or in needs, may be made. The purpose of long range planning is to maintain the equipment and system in working order and to maintain a financial commitment. This plan was designed to reduce the need for bonding for all of our equipment and service needs. It does not reflect any emergency repairs. Replacement of meters and hydrants has been occurring on an as-needed basis and the cost of their replacements has been incorporated into the operating budget. A goal is to replace at least one hydrant per year. The opening FY2021 balance remains to be determined through the FY2020 audit process. The Water Commission will be taking a close look at the system's capital needs in the coming year and for discussion at the annual Water District meeting in late May or early June.

Fiscal Year	Description of Equipment/Service	Estimated Cost
2020-2021	Replace original generator and transfer switch at pump house.	\$75,000
	Replace 4" pump with 2" Pump - hydraulic analysis, fit up, & install.	\$10,000
2021-2022	Order new 2" High Lift Pump for backup for both identical pumps.	\$10,000
2022-2023	Upgrade of original 1995 SCADA/control panel.	\$80,000
2023-2024	Budget for unexpected repairs.	\$20,000
2024-2025	Budget for unexpected repairs.	\$20,000
2025-2026	Budget for unexpected repairs.	\$20,000

WATER DISTRICT BUDGET

	2019-2020 BUDGET	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ACTUAL
REVENUES				thru 12/31/2020
Water Rents	293,913	304,213	316,874	95,930
Interest & Penalty	4,000	4,438	4,000	977
Water Service Connection Fees	500	1,042	500	-
Sugar Wood Revenue	950	868	950	-
Miscellaneous Revenue	100	616	100	-
TOTAL REVENUES	299,463	311,176	322,424	96,908
% change from previous budget year	16.3%		7.7%	
EXPENSES				
Personnel/Labor	2,000	1,139	2,000	1,085
Admin/Clerical Salaries	11,500	12,498	11,669	5,792
FICA/Medicare	863	949	904	490
Health Insurance	2,515	2,363	2,830	1,749
Retirement	863	1,211	904	-
Disability Insurance	140	107	140	60
Supplies	16,000	22,686	31,900	20,935
Meters, Touchpads, etc.	800	598	850	4,017
Electricity - Pump	33,000	33,503	33,000	16,077
Electricity - Basin St. Building	500	244	500	125
Operating Contract	71,442	71,442	71,442	41,675
Contracted Services	30,100	52,640	30,100	43,766
Postage & Office Supplies	1,000	258	500	-
Communications	600	-	300	-
Insurance	1,300	1,269	1,400	1,334
Building Overhead & Maintenance	6,600	7,363	6,600	1,467
Compliance Testing	2,000	1,902	2,000	1,755
Vt Water System Fee	4,200	4,518	4,200	2,075
Property Tax - Lincoln property	360	377	400	395
Bond and Note Payments	85,680	73,241	89,720	60,204
Capital Reserve Fund	25,000	25,000	28,065	-
Transfer to Capital Roads - Paving	2,500	-	2,500	4,588
Miscellaneous	500	-	500	-
TOTAL EXPENSES	299,463	313,307	322,424	207,586
% change from previous budget year	16.3%		7.7%	

The proposed FY2022 Water District budget will be presented, reviewed, and voted on at the annual Water District meeting at the end of May or early June 2021.

SEWER DISTRICT BUDGET

	2019-2020 BUDGET	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ACTUAL
REVENUES				thru 12/31/2020
User Fees	55,460	55,635	55,460	27,442
Interest & Penalty Charges	200	66	200	0
Misc. & Allocation Revenue	0	0	0	0
TOTAL REVENUES	55,660	55,700	55,660	27,442
	32.8%		0.0%	
EXPENSES				
Admin/Clerical Salaries	3,400	2,913	3,000	1,360
FICA/Medicare	255	203	233	97
Health Insurance	675	657	800	420
Retirement	255	303	233	0
Disability Insurance	70	28	70	16
Operating Contract	7,938	7,938	7,938	4,631
Supplies	1,000	56	1,000	117
Insurance	205	174	205	203
Debt Retirement	12,295	12,239	12,290	11,551
Capital Reserve Fund	5,467	5,467	5,500	0
Maintenance & Septic Tank	20,100	17,103	20,091	2,680
Testing	1,000	370	1,000	0
Engineering	3,000	3,248	3,300	873
Miscellaneous	0	0	0	0
TOTAL EXPENSES	55,660	50,700	55,660	21,947
	32.8%		0.0%	

The proposed FY2022 Sewer District budget will be presented, reviewed, and voted on at the annual Sewer District meeting at the end of May or early June 2021.