



**REGULAR MEETING OF THE
GREATER NEW HAVEN WATER POLLUTION CONTROL AUTHORITY
BOARD OF DIRECTORS
WEDNESDAY, MAY 14, 2025 6:00 P.M.
260 EAST STREET
NEW HAVEN, CONNECTICUT**

***Public Hearing at 5:45 P.M. regarding the Authority's Annual Budget and
Recommend User Rates and Charges***

AGENDA

1. Approval of minutes of April 9, 2025 – Regular Meeting.
2. Public participation relating to agenda items.
3. Consideration and approval of a resolution adopting the Authority's Cost of Service Study, the Fiscal Year 2026 Annual Budget, the Proposed Sewer User Charges, the Annual Capital Budget and the annual update to the Five Year Capital Improvement Plan.
4. Consideration and approval of certain Departmental Budget Transfer Requests.
5. Consideration and approval of a resolution authorizing the write-off of \$16,339.60 of accounts receivable as uncollectable.
6. Consideration and approval of a resolution authorizing the Executive Director, Sidney J. Holbrook, to negotiate, execute and deliver a Release and Waiver from Mable Clarke-Canton, for an amount not to exceed \$11,000.00.
7. Executive Summary and department updates and presentations.
8. Consideration and approval, as necessary, of any other new business of the Authority.
9. Call to the public.
10. Adjournment.

THE GREATER NEW HAVEN WATER POLLUTION CONTROL AUTHORITY

Proposed Annual Budget Fiscal Year 2025-2026

July 1, 2025-June 30, 2026

Personnel	\$ 12,449,305
Utilities	\$ 6,166,963
Plant Repairs & Replacement	\$ 1,981,091
Operations/Plant & Collection System	\$ 1,208,600
Contracted Maintenance	\$ 2,391,834
Contract Sludge and Ash	\$ 3,371,975
Other Contract Services	\$ 5,312,965
Payment in lieu of taxes	\$ 750,000
Equipment, Vehicles and Supplies	\$ 1,878,845
Debt Service	\$ 11,909,659
Contingency	\$ 500,000
Total Fiscal Year 2025-2026 Expenditures	\$ 47,921,237

Proposed Fiscal Year 2025-2026 Revenues

Delinquent Interest & Lien Fees	\$ 1,594,000
High Strength Surcharges	\$ 880,000
Grease & Septage Disposal/Other	\$ 586,000
Outside Sludge	\$ 300,000
Connection & Permit fees	\$ 465,000
Reimbursements – Utilities	\$ 887,130
CNH CWF Debt Service	\$ 532,041
Interlocal Agreements	\$ 250,000
Investment Income	\$ 1,250,000
Rate Revenue (includes admin fee)	\$ 41,177,066
Total Fiscal Year 2025-2026 Revenues	\$ 47,921,237

Proposed Rate Fiscal Year 2025-2026 \$5.30 per CCF

THE GREATER NEW HAVEN WATER POLLUTION CONTROL AUTHORITY
PROPOSED SEWER USER CHARGE
Effective July 1, 2025

There is hereby established in accordance with Section 7-255 of the Connecticut General Statutes a quarterly and monthly charge for sanitary sewer service furnished by the Greater New Haven Water Pollution Control Authority (GNHWPCA), based on potable water usage. The following sanitary sewer service charges shall apply only to water measured by the Company or any water meter serving a building within the 4 Constituent Municipalities.

-For Quarterly Billing:

Fifteen (15) CCF or less of water usage, **\$79.50** minimum plus administration fee of **\$18.00**. For all water usage over fifteen (15) CCF, **\$5.30** per CCF. A Credit of **\$20.00** per quarter shall be granted to any premises which have qualified for tax relief under the 'Elderly Homeowner Tax Relief Act'. For customers with public supplied water (metered) the annual consumption from the period (**January 2024 to December 2024**) will be used for the billing period of **July 1, 2025, through June 30, 2026**. Quarterly Residential customers who use Three Hundred (300) CCF or less in the above-mentioned 12-month period will have their consumption adjusted for seasonal usage, this adjusted usage shall be used for billing commencing on July 1.

-For Monthly Billing:

Five (5) CCF or less of water usage, **\$26.50** minimum plus administrative fee of **\$18.00**. For all water over five (5) CCF, **\$5.30** per CCF.

Residential and commercial users of the Sewer System who have private source of water, whose public supply is not metered, or who receive water from a source other than the public water system shall be billed as follows for premises served within the 4 Constituent Municipalities:

-Single Family residential, **\$145.20** per quarter.

-Duplex residence, **\$272.40** per quarter.

Multiple dwelling units, **\$145.20** per quarter for the first dwelling unit, plus **\$127.20** per quarter for each additional dwelling unit, or at option of owner from metered water supply.

Commercial users shall be charged on the basis of an engineering study performed at the cost of said users to determine the quantity of sewage as established in GNHWPCA Sewer Ordinances, if said commercial users have a private source of water, whose public water supply is not metered or who receive water from a source other than the public water system.

The charges to be made by the GNHWPCA for sewer services to property located outside the limits of the 4 Constituent Municipalities shall be established on the basis of formal contract with the GNHWPCA, the charges shown in said contract to be not less than actual costs to the GNHWPCA and said contracts to be approved by the GNHWPCA in accordance with section 7-247 of the Connecticut Statutes.

The user charges to be determined for all permitted industrial users, except for dry industries, will be computed by the use of the following formula when either the total BOD or TSS exceeds two hundred fifty (250) mg/liter, but in no event will either be used as less than two hundred fifty (250) mg/l, or the total FOG (fats, oils, and grease) exceeds one hundred (100) mg/l. In no case shall the BOD or TSS be lower than 250 mg/l if one component exceeds 250 mg/l.

$$UC \text{ equals } V[X+Y(\text{BOD}) + Z(\text{TSS})] + A (\text{FOG}-100)]$$

Definitions:

- UC User charge in dollars
- V Volume in CCF (1 CCF equals one hundred cubic feet or 748 gallons)
- X Cost per CCF of wastewater at **\$4.592364**
- Y Cost to remove one mg/l of BOD per CCF at \$0.0020516
- Z Cost to remove one mg/l of TSS per CCF at \$0.0016728
- A Cost to remove one mg/l of FOG per CCF at \$0.0010000

A septic disposal registration charge of \$50 per year per vehicle will be charged to companies wishing to dispose of waste at the East Shore facility. Such users will be charged \$0.065 per gallon for septage and \$0.100 per gallon for FOG and \$0.125 for approved over the road wastes based on total truck volume regardless of gallons being discharged.

A charge of \$25.00 will be applied to a customer's account for each payment returned by the bank for any reason.

Lien Fee effective **July 01, 2025**, is **\$14.00** per lien.

All sewer user charges shall be due and payable in full upon receipt of the bill. Any sewer use charge not paid in full within thirty (30) calendar days of the date of the bill shall be delinquent and shall bear interest from the date of the bill, at the rate and in the manner provided by the General Statutes of the State of Connecticut for delinquent property taxes.

A copy of the sewer user charges was filed with the Town Clerks of the City of New Haven and the Towns of East Haven, Hamden, and Woodbridge on April 14, 2025. In accordance with Section 7-255 of the Connecticut General Statutes. Revision of 1958, as amended, any appeals from such fees must be taken within twenty-one (21) days of the publication date of this notice.



Greater New Haven Water Pollution Control Authority

345 East Shore Parkway New Haven, CT 06512 203 466 5281 p 203 466 5286 f www.gnhwpc.a.com

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To: Director of Finance and Administration

From: Operations

Date: 04/30/25

Re: Departmental Budget Transfer Request

Transfer Amount	Transfer From	Transfer To
\$76,000	01.1400.000.5685	01.1410.000.5010
	Opers- Engineering, survey & arch	Opers - Plant wages
\$59,000	01.1420.000.5688	01.1420.000.5010
	Opers - Collections sewer cleaning	Opers - Collection wages
\$14,600	01.1420.000.5688	01.1430.000.5010
	Opers - Collections sewer cleaning	Opers - Lab wages
\$16,420	01.1420.000.5688	01.1440.000.5010
	Opers - Collections sewer cleaning	Opers - IPP wages
\$18,260	01.1450.000.5676	01.1450.000.5010
	Opers- Maint waste & Ash	Opers- Maint wages
\$184,280	Total	

Explanation: To cover wage increases through 06/30/25

Department Signature:

Approved by:

Director of Finance and Administration

Approved by:

Executive Director

Board Approval:

MAY 14 2025

Date of Meeting

Notes:

All departmental budget transfers to and from Regular Wage (5010), Temporary & Part Time Wage (5011), and Overtime Wage (5015) Accounts shall be submitted to the Executive Director for review and approval

All fund transfers between departmental budgets and cost centers less than \$10,000 shall be submitted by the Director of Finance and Administration to the Executive Director for review and approval.

All fund transfers between departmental budgets and cost centers equal to and greater than \$10,000 shall be approved by the Board of Directors



Greater New Haven Water Pollution Control Authority

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(2)

To: Director of Finance and Administration

From: Finance

Date: 04/30/25

Re: Departmental Budget Transfer Request

Transfer Amount	Transfer From	Transfer To
\$13,480	01.1100.000.5668	01.1100.000.5010
	Legal & lawyer Fees	Exec Dir wages
\$13,870	01.1100.000.5668	01.1200.000.5010
	Legal & lawyer Fees	Finance wages
\$27,350	Total	

Explanation: To cover wage increases through 06/30/25

Department Signature:

Approved by:

Director of Finance and Administration

Approved by:

Executive Director

Board Approval:

MAY 14 2025

Date of Meeting

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Greater New Haven Water Pollution Control Authority

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3

To: Director of Finance and Administration

From:

Customer Service	
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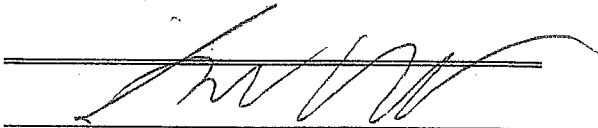
Date:

04/30/25

Re: Departmental Budget Transfer Request

Transfer Amount	Transfer From	Transfer To
\$35,250	01.1210.000.5011	01.1210.000.5010
	C/S PT Wages	C/S Wages
\$100,000	01.1300.000.5010	01.1210.000.5010
	Engineering Wages	C/S Wages
\$135,250	Total	

Explanation: To cover wage increases and retirements through
06/30/2025

Department Signature: 

Approved by: Director of Finance and Administration

Approved by: Executive Director

Board Approval: MAY 14, 2025
Date of Meeting

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4



Greater New Haven Water Pollution Control Authority

345 East Shore Parkway New Haven, CT 06512 203 466 5281 p 203 466 5286 f www.gnhwpc.com

To: Director of Finance and Administration

From:

Customer Service	
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Date:

04/30/25

Re: Departmental Budget Transfer Request

Transfer Amount	Transfer From	Transfer To
\$35,000	01.1100.000.5710	01.1210.000.5687
	Contingency	Collection Service Fees
\$35,000	Total	

Explanation: To cover increases in Online payment fees through
06/30/2025. Paymentus

Department Signature:

Approved by:

Director of Finance and Administration

Approved by:

Executive Director

Board Approval:

MAY 14, 2025
Date of Meeting

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To: Director of Finance and Administration


From: Operations

Date: 05/02/25

Re: Operations - Operating Fund Transfer Request

Transfer Amount	Transfer From	Transfer To
\$223,000	01.1410.000.5677	01.1410.000.5201
\$30,000	01.1410.000.5202	01.1410.000.5201
\$253,000	Total	

Explanation: Funds needed to cover the Electricity for the remainder of the FY. This is due the the UI price increase.

Department Signature: 

Approved by: Director of Finance and Administration

Approved by: Executive Director

Board Approval: MAY 14 2025
Date of Meeting

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WRITE-OFFS
FY 2024-2025

ACCOUNT #	ADDRESS	DEBTOR	LIEN	INTEREST	MISC	PRINCIPAL	TOTAL	COMMENT	NEW OWNER	BATCH #	DATE
0077415-00225805	Camp#61 Mansfield Grove, East Haven	Joseph Shepler & Kathleen Scarlett	\$0.00	\$2,659.50	\$0.00	\$0.00	\$2,659.50	Debtors own Camp#61. Assoc owns property. 1/2 of interest charges waived due to mailing address issues.	N/A		
01509645-00329655	294 Howard Ave, New Haven	294 Howard Avenue LLC	\$140.00	\$8,020.02	\$0.00	\$5,520.08	\$13,680.10	Debtor filed chapter 13 bankruptcy, case was dismissed and GNHWPCA debt and liens were extinguished.	N/A		
TOTALS			\$140.00	\$10,679.52	\$0.00	\$5,520.08	\$16,339.60				



Greater New Haven Water Pollution Control Authority
260 East Street New Haven, CT 06511 203 466 5280 p 203 772 1586 f www.gnhwpc.com

April 7, 2025

Mable Clarke-Canton
641 Middletown Avenue
New Haven, CT 06513

**FOR SETTLEMENT
PURPOSES ONLY**

Re: Property Damage Claim
641 Middletown Avenue, New Haven, CT 06513
Date of Loss: February 12, 2025

Dear Ms. Clarke-Canton:

The Greater New Haven Water Pollution Control Authority (GNHWPCA) has reviewed the claim and your letter and related paper work concerning alleged sewer backup damages that occurred at 641 Middletown Avenue, New Haven, CT.

With the processing complete, I am authorized to offer a FINAL settlement and FULL release to the claim for \$11,000.00. As a condition of the settlement the enclosed RELEASE must be signed and returned before payment can be made.

As soon as the RELEASE forms are signed and returned, payment will be processed. Please contact me at (203) 466-5265 if you have any questions.

Sincerely,

Gabriel Varca
Director of Finance & Administration

cc: File

RELEASE

TO ALL WHOM THESE PRESENTS SHALL COME OR MAY CONCERN,

GREETING; KNOW YE, that Mable Clarke-Canton ("owner"), sole/joint owner/lessee of the real property located at 641 Middletown Avenue, New Haven, Connecticut (the "PREMISES"), for and in consideration of the sum of Eleven Thousand Dollars and No Cents (\$11,000.00), lawful money of the United States of America and other good and lawful consideration to it in hand paid by THE GREATER NEW HAVEN WATER POLLUTION CONTROL AUTHORITY ("GNHWPCA"), a municipal corporation organized and existing under the laws of the State of Connecticut with an office and principal place of business in New Haven, Connecticut, the receipt whereof is hereby acknowledged by Mable Clarke-Canton has remised, released, and forever discharged, and by these presents does for itself and its successors, remise and forever discharge the said GNHWPCA, and its principals, officers, employees, insurers, successors, heirs, executors and administrators (hereinafter cumulatively referred to as "RELEASEES") of and from all, and all manner of action and actions, cause and causes of actions, suits, debts, dues, sums of money, accounts, reckoning, bonds, bills, specialties, covenants, contracts, controversies, agreements, promises, variances, trespasses, damages, judgements, extents, executions, claims and demands whatsoever, in law in admiralty, or inequity which, against the aforementioned RELEASEES said Mable Clarke-Canton had, now had or which it or successors, hereafter can, shall or may have from the beginning of time to the date of these presents.

This release and waiver may not be changed orally.

IN WITNESS WHEREOF, the said Mable Clarke-Canton represents that he/she is the sole/joint owner/lessee of the PREMISES and had full authority to enter into this release on behalf of any and all other owners and lessees, and has caused his/her signature to appear below on this the APRIL day of 12th, two thousand twenty-five as authorized agent for all owners and lessees of the PREMISES.

Signed, sealed and delivered
in the presence of:

S. [Signature]
Witness

[Signature]
Witness

M. Clarke-Canton
Owner/Lessee

RECEIVED

APR 23 2025

GNHWPCA ADMINISTRATION

DUPLICATE ORIGINALS

