

**NOTICE OF BOARD ACTION  
BOARD OF DIRECTORS  
TOWN OF MANCHESTER, CONNECTICUT**

On June 3, 2025, the Board of Directors of the Town of Manchester, in its capacity as the Water Pollution Control Authority, revised the schedule of rates, charges, and fees for the connection to, and the use of the sanitary sewer system and water system. A complete copy of the adopted Schedule of Rates, Charges and Fees was filed with the Office of the Town Clerk on June 10, 2025. Any appeal from such charges must be taken within twenty-one (21) days after this filing.

**ADOPTED SCHEDULE OF RATES, CHARGES AND FEES  
FOR THE MANCHESTER SEWER DEPARTMENT**

The existing Schedule of Rates, Charges and Fees for the sanitary sewer collection system, as presently in effect and on file in the Town Clerk's Office and the Water and Sewer Department, is hereby amended as set forth herein and shall be effective as of July 1, 2025 and for subsequent fiscal years as provided herein and shall continue in effect until such time as they may be further amended by the Board of Directors.

**I. SEWER USE RATES**

**A. General Customer Billing**

For metered customers served by the Town's sanitary sewer system, the use charge is as depicted in the table below and is based upon water consumption as indicated on the meter. Large volume customers may be billed on a monthly basis.

Effective 7/1/2025 - \$7.15 per 100 cubic feet

Metered customers who are served by a sanitary sewer system other than the Town's, will, at the discretion of the Town, pay all the prevailing user, capital, assessment and miscellaneous charges in effect for the sanitary sewer system servicing them.

**B. Large Volume Customer Billing**

Large volume customers may be billed on a monthly basis. All other provisions described in Section A, General Customer Billing shall apply.

**C. Non-automated or unmetered customers shall be charged as follows:**

1. Residential Customers - Consumption based upon 150 gallons per capita per day with 3.75 capita per dwelling unit.
2. Commercial Customers - Consumption based upon 2,000 gallons per acre per day of land (i.e. building, parking, open space, easements, etc.) owned at the location of the Sewer Only Account, or acres of building floor space based upon gross square footage, whichever is greater.
3. Industrial Customers - Consumption based upon 5,000 gallons per acre per day of land (i.e. building, parking, open space, easements, etc.) owned at location of the Sewer Only Account, or acres of building floor space based upon gross square footage, whichever is greater.  
This method of calculation will be used for accounts without a meter or accounts that are not equipped with automated meter reading equipment.

**NOTICE OF BOARD ACTION  
BOARD OF DIRECTORS  
TOWN OF MANCHESTER, CONNECTICUT**

**D. Surcharge Rates**

In addition to the above sewer use charges, the Sewer Department will levy surcharges for excessive quantities of Biochemical Oxygen Demand (BOD<sub>5</sub>) and Suspended Solids (SS) as follows:

BOD<sub>5</sub>:     \$0.073 per pound in excess of 350 milligrams per liter (mg/L), as determined by laboratory analysis.

SS:         \$0.064 per pound in excess of 350 milligrams per liter (mg/L), as determined by laboratory analysis.

**E. Septic Tank Discharge**

Discharge at the Wastewater Treatment Plant of septage from the pumping of septic tanks:  
\$60.00 per 1,000 gallons.

**II. NEW METER INSTALLATION FEE (Sewer Only Customers)**

Every new sewer only customer will be charged a one-time fee\* for the installation of a meter including the related meter reading equipment. The fee will be based on meter size. Other sizes and styles of meters (other than Positive Displacement) will be charged based upon actual cost.

<b>Meter Size</b>	<b>Cost</b>
5/8"	\$455
3/4"	\$491
1"	\$554
1 1/2"	\$1,565
2"	\$1,810
3"	\$2,172

\*Fee due and payable at the time of permit issuance.

**NOTICE OF BOARD ACTION  
BOARD OF DIRECTORS  
TOWN OF MANCHESTER, CONNECTICUT**

**III. SANITARY SEWER OUTLET CHARGE**

Each property owner within the authorized sanitary sewer service area of the Town of Manchester connecting either to the Town of Manchester, Sanitary Sewer Collection System or a sanitary sewer collection system currently covered by an intertown agreement shall pay a sanitary sewer outlet charge. The property owner shall pay the applicable outlet charge in effect at the time of permit application. At the discretion of the Town, charges shall be in accordance with either the intertown agreements or the following schedule and are due and payable at the time of permit issuance.

**A. New Developments**

**1. Comprehensive Urban Development Zone (CUD)**

The CUD Zone is the area bounded north by the town line of Manchester and South Windsor; east by Deming Street; south by Interstate Route I-84; and west by Buckland Street.

a.	For all residential dwellings including private homes, apartment units, condominiums	\$ 600.00 each dwelling unit
b.	For all motels, hotels, convalescent homes and hospitals	\$ 300.00 each room
c.	For all institutional type buildings such as schools and churches	\$1,500.00 per acre of land (i.e. building, parking, open space, easements, etc.) approved for development, calculated to the nearest 1/10 of an acre (\$600 minimum). Charges are due for entire parcel unless a phasing plan has been approved by the Planning and Zoning Department
d.	For all retail, commercial and industrial use	\$3,000 per acre land (i.e., building, parking, open space, easements, etc.) approved for development, calculated to the nearest 1/10 of an acre (\$600 minimum). Charges are due for entire parcel unless a phasing plan has been approved by the Planning and Zoning Department

**2. All Town of Manchester Authorized Sanitary Sewer Service Areas  
(Exclusive of CUD Zone)**

<b>Meter Size</b>	<b>Unmetered Connections*</b>	<b>Sewer Outlet Charge</b>
5/8"	Single family residential or up to 20 gpm	\$3,439
3/4"	Between 21 -30 gpm	\$5,159
1"	Between 31 – 50 gpm	\$8,598
1 1/2"	Between 51 – 100 gpm	\$17,195
2"	Between 101 – 160 gpm	\$27,512
3"	Between 161 – 320 gpm	\$55,024
4"	Between 321 – 500 gpm	\$85,844
6"	Between 501 – 630 gpm	\$171,685
8"	Between 631 – 1,000 gpm	\$166,857
10" or greater	>1,001 gpm	\$412,152

**NOTICE OF BOARD ACTION  
BOARD OF DIRECTORS  
TOWN OF MANCHESTER, CONNECTICUT**

\*Applicable to the unmetered connections of the Bolton Lakes Regional Water Pollution Control Authority Sanitary Sewer Area only; outlet charge based on a calculation of the total gallons per minute (gpm) of all water-using fixtures per dwelling.

**B. Existing Customers**

Sanitary sewer outlet charges for additional connections or incremental increases based upon the following fee schedule:

**Additional Connections/Incremental Increases**

Size	Fee
4"	\$ 500
6"	\$ 600
8"	\$ 700
10"	\$ 800
12"	\$ 900

Said outlet charge shall be used to reimburse the Town of Manchester Sewer Department for downstream improvements to the Wastewater Treatment Plant and other facilities such as force mains, pumping stations, and trunk, interceptor and/or relief sewers.

**IV. SANITARY SEWER INSPECTION FEE**

**A. Connection/Repairs**

Any new connection or repair of an existing connection to the sanitary sewer system shall be inspected by Sewer Department personnel. An inspection fee of \$100 per connection or repair shall be charged and paid at the time of permit issuance.

**B. Mainline Sewers**

All mainline sanitary sewers (public and private) will be required to be inspected by Sewer Department personnel. An inspection fee of \$4.00 per linear foot of public mainline sewer shall be charged and paid at the time of permit issuance. Linear footage shall be as determined by the plans approved for construction by the Sewer Department.

**C. Video Inspection**

Prior to issuance of certificate of substantial completion for the installation of new sanitary sewers, video inspection will be required. Video inspection services may be procured from the Sewer Department at the request of the developer. The cost of such service will be as indicated below (See VI 2).

**NOTICE OF BOARD ACTION  
BOARD OF DIRECTORS  
TOWN OF MANCHESTER, CONNECTICUT**

**V. MISCELLANEOUS SANITARY SEWER FEES**

A.	Water and Sewer Permit	\$ 50.00
B.	Meter Removal on Existing Sewer Only Accounts	\$ 65.00/Unit
C.	Returned Checks	\$20.00 per returned check \$5.00 per returned E-check (online or telephone payments)

**VI. CHARGEABLE WORK/REPAIRS**

**A. Recovery of Costs**

Charges for all work such as, but not limited to, service installations and repairs to facilities such as mains, laterals, manholes, etc., which are beyond the responsibility of the Sewer Department will be based upon the actual cost of labor, tools, materials, and equipment. Equipment rates shall be as indicated below (See VI (2)). In addition, the cost of labor will be surcharged an additional 36% for overhead and the costs of materials will be surcharged 25% to cover stocking and handling charges.

**1. Service Installation**

The Sewer Department may, at its discretion, install sanitary sewer laterals from the sanitary sewer to the street line on the basis of the following charges:

**a) Installation in Existing Subdivisions**

<u>Size</u>	<u>Fee</u>
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6" or 8" lateral	Based upon actual costs of labor, tools, materials, equipment, engineering and administration. In addition, the cost of labor will be surcharged an additional 36% to reflect overhead and the cost of materials will be surcharged 25% to reflect stocking and handling charges.
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**b) Installation in New Subdivisions**

In a new subdivision or where a developer must install a sanitary sewer, the developer shall install all sanitary sewer facilities, including house connections, at their own expense in accordance with the requirements of the Town of Manchester Sewer Department.

**NOTICE OF BOARD ACTION  
BOARD OF DIRECTORS  
TOWN OF MANCHESTER, CONNECTICUT**

**2. Equipment Rates**

The rates indicated below shall apply when said equipment is utilized for any chargeable work/repairs performed by Department personnel. The cost of an operator is not included in the rates and will be charged portal to portal based on the actual cost of labor plus 36%.

Car	\$10/HR	Jet Vac	\$130/HR
Utility Truck	\$15/HR	Skid Steer Loader	\$ 30/HR
Dump Truck – 6 wheel	\$ 35/HR	Tractor w/Mower	\$ 28/HR
Dump Truck – 10 wheel	\$ 46/HR	Compactor	\$ 4/HR
Dump Truck – 12 wheel	\$ 50/HR	3” Mud Pump	\$ 2/HR
Excavator	\$ 100/HR	4” Mud Pump	\$ 6/HR
Backhoe	\$ 50/HR	Compressor	\$ 15/HR
Loader	\$ 52/HR	Spreader	\$ 14/HR
Trailer	\$ 4/HR	Sweeper	\$ 7/HR
Roller	\$ 15/HR	Miscellaneous Tools	\$ 2/HR
Shoring Box w/Plates	\$ 10/HR	Pavement Saw	\$ 45/HR
Video Inspection Vehicle	\$150/HR	Brush Chipper	\$ 25/HR
Hydraulic Breaker	\$ 26/HR	Generator	\$ 12/HR
Rodder	\$ 60/HR		

Notes: All hourly charges are calculated portal to portal with a minimum 1 hr. charge for labor and equipment rates

**3. Extra Costs:**

The above listed fees are to be considered minimum for connections to VCP or PVC pipe. Any extra material needed will be additional. If the connection involves unusual depth (i.e. greater than 8') for more than 40' of trench, high water table (i.e. less than 8' from surface), the excavation of rock or removal and replacement of concrete pavement, the actual costs of installation shall be charged. Extra costs will be surcharged an additional 36% for labor and overhead and 25% for materials to cover stocking and handling charges.

**NOTICE OF BOARD ACTION  
BOARD OF DIRECTORS  
TOWN OF MANCHESTER, CONNECTICUT**

**VII. EXCEPTION METERS**

A. Large Commercial and Industrial Customers

The Sewer Department will permit the use of exception meters, installed and maintained by the customer, at the customer's expense, for the purpose of measuring process water that is not discharged to the sanitary sewer system. The quantity of water so measured will be deducted from the total quantity of metered water use prior to calculations of the sewer use charge.

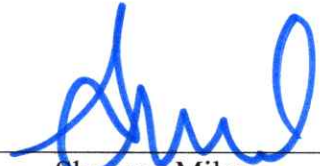
**VIII. LATE PAYMENT**

A. Penalty

The above schedule of rates, charges and fees to be charged to customers of the Manchester Sewer Department will become effective on July 1, 2025. Charges are due and payable upon receipt of the bill by the customer. Any bill not paid within thirty (30) days of invoice date shall thereupon be delinquent and shall bear interest from the invoice date at the rate and in the manner provided by the General Statutes of the State of Connecticut for delinquent property taxes.

APPROVED AS TO FORM

\_\_\_\_\_  
TOWN ATTORNEY

  
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Shannon Miles  
Chief Administrative Officer  
Water and Sewer Department

Dated at Manchester, Connecticut  
This 10th day of June 2025