
FY21 Sewer Fund Budget

As Introduced
By The
Finance Director &
Public Works Director

October 6, 2020

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October 6, 2020

Budget Message

You will find attached the proposed Sewer Budget for FY21. Under the requested budget, the estimated annual sewer bill for a residential household **will not change**. The Fund has had just one 1.9% increase in the last 5 years, but due to the local economic impact of COVID19 this year, any recommended sewer rate changes are deferred for at least a year.

A Quick Budget Recap:

The FY2021 budget compared to the FY20 budget, as submitted:

- Rates remain at \$7.95 per 100 cubic feet
- Contains a 3.2% operations expense budget increase (cash basis)
- Projects that overall billable volume will decrease by 3.1%
- Estimates a 0.1% increase in budgeted revenue
- No bonding for CSO projects at this time

Fund Balance

(Retained Earnings that is Reserved for dedicated use)

Fund Balance – Operating Fund

Using an accepted formula for arriving at necessary working capital on hand, we arrive at \$376,260. This *designation for working capital* provides us with the cash necessary to run the Division until the first quarterly bill payments come in later in October.

Cash Reserve-Designated for Working Capital @ 6/30/20 \$376,260

Fund Balance – Capital Fund

Certain unfinished CIP projects and future equipment reserves are funded each year and designated for these specific line items as shown in the CIP section. These are monies previously appropriated and carried forward each year.

Cash Reserve-CIP Projects & Reserves @ 6/30/20 \$2,410,000

Operating Expenditures

The recommended budget for cash operating expenses will increase \$47,702 in the coming year over the FY20 budget, or 3.2% and an increase of 7.5% from the FY2020 projected. Wages are budgeted to increase by 3.0%, the union COLA amount. Benefits will increase by 8.6%, due primarily to the revised mix of employee participation in health insurance.

Superintendent Jeff Van Trump, being Superintendent of both Water and Sewer Divisions, will once again have 50% of his wages/benefits charged to each division. The Wastewater Division is currently staffed with 8 full time employees.

Other than benefits, other significant increases in the FY21 budget are:
 Contract Servs-#5368 –\$2335 Software for mapping & higher costs
 Utilities-#5530 – Water - \$2000 higher usage in sewer treatment
 Rep & Maint-#5628 – Mains & Services - \$2,000 – for more line breaks

Last Year's Operational Expense Results

Fiscal 2020 projected results will end \$60,674 (or 4.0%) below the budget, primarily due to less water treatment costs and from lower volume as well as lower benefits such as health insurance costs. Water & heating oil use also exceeded their budget. Degregoire Park switched to propane as a heating source.

Capital Expenditures

A “Year by Year Overview” of our Five Year Capital Improvement Program is included with a narrative description in Chart A. Unlike the Water Division’s rates, which is governed by the PUC, *depreciation* is not used in calculating sewer rates....an *equipment reserve* system is utilized instead, but accomplishing essentially the same purpose, similar to the General Fund’s CIP funding mechanism. At year end FY20, we anticipate \$1,989,464 of monies raised in prior years to remain unspent that are primarily for mains, specific projects and plant equipment. The Division estimates a CIP funding level of \$798,441 next year and rising up to \$807,532 in year 2. A way to measure minimum levels of funding is to add *depreciation* and *debt service*, which this year amounts to \$686.192, so an \$800,000 target is reasonable.

Combined Sewer Overflow (CSO) Elimination Project

For the last two years we reported to the MDEP CSO flows of 2,757,980 (2019) and 562,200 (2018) gallons, respectively. This was due to two main factors; 1) our efforts to continually repair and upgrade our infrastructure and facilities; and 2) increasing rain event size and intensity. These both play a direct role in the amount of reportable CSO each year.

In May of 2020, the Town entered into an agreement to apply for a SRF Loan (*State Revolving Fund*) that also included a requirement to complete a Fiscal Sustainability Plan with Principal Forgiveness with the State DEP that is one of the critical steps along the road to full compliance with the CWSRF requirements. The first step is to further study and complete a design to expand and upgrade the West Street Pump Station and later, the Force Main Replacement. The estimate for the Force Main work is \$3.8 million spread over two years in FY23 and FY24 and would certainly have to be bonded through the State SRF Fund. System

modeling and a completed design in FY21/FY22 will provide a better cost estimate as we move forward.

Plant Equipment

The plant on Ledgeawn Avenue was rebuilt in 1997. Some smaller equipment, especially certain electrical components have failed and have been replaced. Some other large mechanical equipment, such as the drive units for our two large clarifiers are nearing the end of their useful life. These units are now scheduled to be replaced after 22 years. These units are estimated to cost \$300,000 over the next 3 years. An engineer report with a comprehensive review & staff will guide the priority of plant equipment upgrades and renovations. This report will also recognize the importance to ensure that the existing plant has the *capacity* before the Division spends extensive monies on refurbishing its expensive plant equipment.

Pump Stations

West Street Pump Station, as a priority, will have a completed design in FY21 and will be paid out of existing CIP funds. Specific cost estimates for pumps and the building are estimated and budgeted in year 3, or FY2023 at \$2.6 million and will require bonding through the SRF fund. Designs for Hancock Street and Rodick Street pump stations are in the line up for replacement over the next few years. These are all 45+ years old.

Equipment Replacement

Several pieces of aging equipment are scheduled for replacement over the coming five years. Our two units of sewer cleaning equipment (a 16 year old sewer jet and the 60 year old bucket machine) will be replaced with one combined unit (a vacuum truck) in year two. The rodding machine, originally on the replacement schedule, will not be replaced.

Three of the four pickup vehicles are scheduled for replacement over the next five years. A large equipment replacement is scheduled for FY2021 when we may replace the Programmable Logic Controller (PLC) at the Ledgeawn plant which monitors and controls our sewage collection system and treatment process controls at the plant. The Town will utilize the engineers to provide a new global look at our operations, such as reviewing the staff proposed equipment replacement schedule and their professional advice may dictate other priorities.

Revenues

Income from user fees is an important part of the budget, since it helps to keep down sewer rates with higher measured volumes. The volume data related to the cost factor for running the plant (operations) along with capital investment needs are what drives the rates charged per hundred cubic feet. Revenue and volume in the 2nd quarter of 2020 (FY20) suffered due to COVID19, and that may continue with a comparative negative impact in the 3rd quarter (FY21). We project total revenue to be almost equal to the FY20 budget last year and be slightly higher than the projected FY20 final results due to anticipated added special assessments from the Devon Road project.

Billing Volume

Forecasting revenue continues to be difficult due to limited growth and some fluctuations in

our billing volume; that is, our customers' water consumption from which the bills are calculated. We are projecting FY21 volume that will be 3.1% below this year's budget but up 2.4% from the current year's projected volume. Because of the variable impact of COVID19 and of the Lab's ongoing move of certain mouse production to Ellsworth, we are still cautious to avoid real increases in volume totals. Jackson Lab volume accounts for approximately 23% of the total Sewer volume.

Total Historical Volume: (cubic feet)

FY2020 Actual	25,976,000
FY2019 Actual	28,203,000
FY2018 Actual	26,001,000
FY2017 Actual	27,705,000
FY2016 Actual	27,499,000
FY2015 Actual	25,455,000
FY2014 Actual	26,680,000
FY2013 Actual	26,500,000
FY2012 Actual	25,970,000
FY2011 Actual	25,590,000

Rates

The lowest minimum bill in the last year for a residential customer can be as low as \$191 per year for usage up to 600 cubic feet per quarter. There is no COLA change recommended for FY2021 and the rate will remain at \$7.95 per 100 cubic feet of usage for a minimum quarterly charge of \$47.70. If lower volume were to remain the same and all annual operating costs included then the recommended rate increase would be approximately 9%; caused primarily by the higher operation costs in the last 5 years.

Historical Rate Increases:

FY2021 Budget	0.0%
FY2020 Actual	1.9%
FY2019 Actual	0.0%
FY2018 Actual	0.0%
FY2017 Actual	0.0%
FY2016 Actual	0.0% (combined Cap/Oper rates)
FY2015 Actual	4.7%
FY2014 Actual	0.5%
FY2013 Actual	0.6%
FY2012 Actual	1.3%

Discounts Available to Sewer users:

Summer Residential User Discount: Available to year round residential users that may be entitled to a credit off their usage for the summer quarterly bill reflecting water that does not enter the Town's sewer system; e.g., sprinkling lawn and gardens, washing vehicles and other similar uses. There is no fee and the customer must sign up on an annual basis. In the last year approximately 100 residential customers took advantage of this discount. Out of 1432 total customers, there are 825 listed residential properties. The specifics of this discount are in

the Sewer Ordinance, Chapter 165, Article III, Section #165-7B (2)[2]. A Copy of the form is located at the end of this budget package.

Outside Deduct Meters: Available generally to commercial, non-residential properties that purchase a meter to measure outside summer water usage that does not enter the wastewater system. There is a \$100 initial fee (for installation inspection) and then a \$25 administrative fee annually. Meters are read by Town staff in June and September and are shown on the water bill as a deduction off their water usage in the calculation of the quarterly sewer bill. For example, if there is no separate summer seasonal water service line available for outside watering to a hotel property (the preferred method), then this metering deduction system to measure that garden/lawn usage is an option available for the customer to reduce their sewer charges. Approximately 40 customers have 60 meters in place every summer to take advantage of this program. The specifics are highlighted in the Sewer Ordinance, Chapter 165, Article III.

Future Growth

Bar Harbor's 2007 Comprehensive Plan's Chapter III.B Future Land Use Plan identifies growth areas within the Town. Growth areas are suitable areas toward which new development is to be directed. Most of these areas are either infill development where sewer and water are already present at the curb; areas where the utilities are nearby but would require service extensions to reach the new development location, or where public sewer and water will not be available for the foreseeable future. The Town should be prepared to allow utility infills and extensions. These extensions must be sized to accommodate both current and future needs. The Town should also consider being prepared to bear costs not directly covered by a developer such as for upgrades and for augmented capacity. There is no line item in the CIP designated yet for this "future growth" purpose. New information that has come to the Town Council is for a proposed future housing expansion by the Jackson Lab on Jackson Lab land that may or may not require certain expansion of sewer and water services.

Data from calendar years 2019 (2018) [2017], show that 46 (39) [45] sewer connection permits were issued; 13 (14) [10] on Town Sewer and 33 (25) [35] on private septic.

Requested Action by Council

The next step is for the Town Council pass a motion to tentatively adopt the Sewer Budget Ordinance as proposed *[or amended]* and schedule a public hearing on October 20, 2020.

Respectfully submitted,

Stanley Harmon,
Finance Director

Bethany Leavitt
Public Works Director

	Actual Yr. Before Last: FY18	Actual Last Year FY19	Budgeted This Year FY20	Estimate This Year FY20	Requested Next Year FY21
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Retained Earnings (Cash in Fund Balance)

FUND BALANCE -

Starting Fund Balance/Retained Earnings	1,930,649	1,811,904	2,325,884	2,381,569	2,458,059
Revenues & Other Sources - <i>cash in</i>	1,922,604	2,412,828	2,144,400	2,126,422	2,146,400
Operating Expenditures - <i>cash out</i>	1,388,538	1,435,544	1,505,041	1,444,367	1,552,743
Capital/Debt Expenditures - <i>cash Expended</i>	652,811	407,619	1,035,105	605,565	1,455,922
Ending Fund Balance/Retained Earnings	1,811,904	2,381,569	1,930,135	2,458,059	1,595,794
Designated Fund Balance/Retained Earnings					
Available for Working Capital (Note A)	215,284	539,757	338,801	468,595	263,811
Unfinished CIP Projects (Note B)	1,596,620	1,841,812	1,591,334	1,989,464	1,331,983
Total Reserved Retained Earnings	1,811,904	2,381,569	1,930,135	2,458,059	1,595,794



Actual Cash on Hand	\$ 1,662,256	\$ 2,256,353	\$ 2,410,000
Less Designated For CIP (above)	\$ 1,596,620	\$ 1,841,812	\$ 1,989,464
Working Capital Needs:	\$ 347,135	\$ 367,461	\$ 376,260
(short) or above working capital needs	(\$281,499)	\$47,080	\$44,276

Notes:

A. Designation for Working Capital

Since our first billing of the new fiscal year doesn't go out until October, and cash doesn't start coming in until late October, we should reserve at least 3 months' operating expenses at the end of each fiscal year to get us started in the next fiscal year. This is calculated at three month's cash expenditures. i.e.- 25% of the total current year expenditures (BTY) for the operating fund. For next fiscal year, this equals:

Cash Operating Expenditures Budget This Year	1,505,041
Four Month's Expenses	25%
Recommended Designation for Working Capital	\$376,260

B. Designation for Unfinished CIP Projects & Equipment Reserve

These are either active ongoing projects or equipment reserves funded for future replacements/upgrades
The detail list of carryover projects are on page 14 - CIP

	Actual Yr.Before Last: FY18	Actual Last Year FY19	Budgeted This Year FY20	Estimated This Year FY20	Requested Next Year FY21	Request's Change From This Year's: Budget	Estimate
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Operating Fund Revenues

3597 OPERATIONS RATE CHARGES

<i>Sub Total: Charges from Operations Rate</i>	1,880,696	2,359,510	2,110,000	2,066,382	2,050,000	-60,000	-16,382
		<i>ALY:YBL</i>	<i>BTY:ALY</i>	<i>ETY:BTY</i>	<i>RNY:ETY</i>	<i>RNY:BTY</i>	<i>RNY:ETY</i>
		25%	-11%	-12%	-0.8%	-2.8%	-0.8%

OTHER CUSTOMER CHARGES

4928 Net Gain on Fixed Asset Disp	8,500	0	0	4,000	0		
4932 Sludge Dewatering	0	0	0	0	0		
4934 Septic Tank Dumping	4,860	5,366	5,500	8,580	5,500	0.0%	-35.9%
4936 Connection Fees	4,000	10,624	6,000	7,362	6,000		
<i>Sub Total: Other Charges</i>	17,360	15,990	11,500	19,942	11,500	0	-8,442
		-8%	-28%	25%	-42%	0.0%	-42.3%

OTHER INCOME

4600 Bond refinancing Proceeds	0	0	0	0	0		
4700 Interest on Investments	16,052	27,388	10,000	25,998	12,000	20.0%	-53.8%
4704 Penalties for Late Payments	4,843	5,498	4,400	5,545	4,400	0.0%	-20.6%
4928 Sale of Fixed Assets	0	0	0	0	0		
4938 Miscellaneous	574	209	2,000	2,543	2,000	0.0%	-21.4%
4940 Lien Cost Reimbursements	3,079	4,233	6,500	6,012	6,500	0.0%	8.1%
4944 Special Assessments-Devon Rd	0	0	0	0	60,000		
<i>Sub Total: Other Income</i>	24,548	37,328	22,900	40,098	84,900	62,000	44,802
		52%	-39%	7%	112%	270.7%	111.7%

Total Operating Fund Revenues	1,922,604	2,412,828	2,144,400	2,126,422	2,146,400	0.1%	0.9%
						2,000	19,978
						<i>RNY:BTY</i>	<i>RNY:ETY</i>
						0.1%	0.9%

	Actual Yr.Before Last: FY18	Actual Last Year FY19	Budgeted This Year FY20	Estimated This Year FY20	Requested Next Year FY21	Request's Change From This Year's: Budget	Actual
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Operating Fund Expenditures

51 PERSONNEL SERVICES (* = See Chart B)								
5100	Wages-Salaries *	42,450	43,898	44,559	45,087	45,901	3.0%	1.8%
5105	Wages-Hourly Full Time *	329,992	373,299	384,651	387,304	395,608	2.8%	2.1%
5110	Wages-Overtime *	39,077	35,853	43,332	43,365	43,093	-0.6%	-0.6%
5130	Wages-Summer/Seasonal *	0	0	0	0	0	n/a	n/a
5170	Old Account	0	0	0	0	0		
5175	Wages - Vacation Accruals	2,282	3,039	2,100	2,960	2,600	23.8%	-12.2%
Total Personnel Services		413,801	456,089	474,642	478,716	487,201	2.6%	1.8%
					(4,074)		12,559	8,485
52 EMPLOYEE BENEFITS (* = See Chart B)								
5160	ICMA Retirement *	2,726	2,677	2,897	3,014	2,985	3.0%	-1.0%
5200	FICA & Medicare *	28,027	29,281	36,149	35,637	37,072	2.6%	4.0%
5210	MSRS Retirement *	35,440	30,994	42,798	34,867	44,309	3.5%	27.1%
5215	Workers' Compensation *	10,445	11,636	11,456	12,342	11,760	2.6%	-4.7%
5220	Unemployment Compensation *	1,360	1,811	2,244	1,440	1,397	-37.7%	-3.0%
5225	Health Insurance * - (5.5)	71,261	63,390	68,691	77,520	93,665	36.4%	20.8%
5230	Health Insurance Opt Out - (3)	19,586	18,912	29,000	11,889	23,000	-20.7%	93.5%
5245	Retirement Health Savings Acct. *	198	156	950	245	700	-26.3%	185.7%
5255	Innoculations & Physical Exams	58	122	400	262	400	0.0%	52.7%
5290	HRA-Health Reimb. Acct	866	6,045	23,000	7,409	21,000	-8.7%	183.4%
Total Employee Benefits		169,967	165,024	217,585	184,625	236,287	8.6%	28.0%
53 CONTRACTUAL SERVICES (* = See Chart C)								
5300	Alarms & Paging *	515	515	530	515	530	0.0%	2.9%
5304	Audit & Accounting	2,100	2,300	2,200	2,300	2,200	0.0%	-4.3%
5306	Town Management Fees *	83,862	81,890	81,774	81,774	83,183	1.7%	1.7%
5308	Billing Processing	650	1,000	650	800	800	23.1%	0.0%
5310	Office and Lab Cleaning	7,293	6,178	7,000	6,430	7,000	0.0%	8.9%
5311	Special Waste Cleaning *	15,807	6,245	12,500	10,283	12,500	0.0%	21.6%
5312	Pump Station Pumping *	4,625	6,770	3,000	1,580	3,300	10.0%	108.9%
5314	Copier, Post M, TmClck	2,585	2,405	2,200	2,229	2,400	9.1%	7.7%
5326	Engineering *	3,021	4,155	2,000	0	2,000	0.0%	n/a
5330	Wet Well Prep & Painting	0	0	0	0	0	n/a	n/a
5332	Generator Service *	11,232	12,312	11,830	15,890	12,950	9.5%	-18.5%
5334	General Professional Fees	2,113	2,466	2,400	3,600	2,400	0.0%	-33.3%
5336	General Equipment Maintenance*	1,796	1,104	2,010	220	2,010	0.0%	813.6%
5340	Legal Services	0	529	600	762	600	0.0%	-21.3%
5348	Mowing / Grounds Maint.	4,106	5,875	3,600	4,263	4,000	11.1%	-6.2%
5364	Rental of Equipment	200	220	600	115	600	0.0%	421.7%
5366	Sludge Disposal *	47,813	53,548	54,560	50,544	53,950	-1.1%	6.7%
5368	Technology Licenses & Support *	18,696	13,101	17,465	21,533	19,800	13.4%	-8.0%
5378	Testing - Equipment	2,711	2,151	1,900	1,458	2,000	5.3%	37.2%
5380	Testing - Drug & Alcohol	108	802	700	332	700	0.0%	110.8%
5384	Laboratory Testing	1,655	11,467	12,000	2,883	11,500	-4.2%	298.9%
5388	Uniform Cleaning & Rental	8,066	11,055	10,000	14,121	11,000	10.0%	-22.1%
Total Contractual Services		218,954	226,088	229,519	221,632	235,423	2.6%	6.2%

7,887

5,904

13,791

	Actual Yr.Before Last: FY18	Actual Last Year FY19	Budgeted This Year FY20	Estimated This Year FY20	Requested Next Year FY21	Request's Change From This Year's: Budget	Estimate
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OPERATING FUND EXPENDITURES Page 2

54 MATERIALS & SUPPLIES (* = See Chart D)

5410	Clothing Purchases*	3,291	5,437	4,600	4,589	5,000	8.7%	9.0%
5412	Copier & Printer Supplies	1,282	987	1,000	911	1,000	0.0%	9.8%
5418	Forms, Checks, Etc.	222	542	700	1,279	800	14.3%	-37.5%
5424	Sodium Hypochlorite *	13,450	15,093	16,629	11,502	16,629	0.0%	44.6%
5428	Lab Supplies	6,992	11,416	10,600	9,340	10,600	0.0%	13.5%
5432	Flo Mtrs & Batteries	7,843	0	6,000	6,782	6,000	0.0%	-11.5%
5436	Office Supplies	805	1,126	1,400	1,434	1,400	0.0%	-2.4%
5438	Operating Supplies	19,187	18,236	15,850	22,917	16,500	4.1%	-28.0%
5441	Magnesium Hydroxide & Other *	74,656	75,345	68,000	49,094	69,000	1.5%	40.5%
5442	Polymer Supplies *	10,317	16,050	14,500	16,092	15,000	3.4%	-6.8%
5444	Safety Supplies	1,653	3,106	2,800	2,062	2,800	0.0%	35.8%
5452	Sodium Bisulphite *	6,190	7,608	6,500	3,832	6,500	0.0%	69.6%
5458	Vehicle Supplies*	9,136	3,804	7,000	4,609	7,000	0.0%	51.9%
Total Materials & Supplies		155,024	158,750	155,579	134,443	158,229	1.7%	17.7%
					21,136		2,650	23,786

55 UTILITIES & COMMODITIES (* = See Chart D)

5504	Electricity - Plants	112,414	105,871	109,000	104,056	109,000	0.0%	4.8%
5506	Electricity - Pumping	68,005	75,847	66,000	64,919	67,000	1.5%	3.2%
5508	#2 Heating Oil*	16,983	26,119	17,593	22,267	17,652	0.3%	-20.7%
5512	Cable Weather Channel	0	533	600	787	800	33.3%	1.7%
5514	Motor Fuel - Diesel	8,214	7,958	10,000	8,422	10,000	0.0%	18.7%
5516	Motor Fuel - Unleaded Gasoline	8,990	10,754	13,250	8,635	13,000	-1.9%	50.6%
5518	Motor Oils & Grease	1,512	3,602	2,000	1,947	2,200	10.0%	13.0%
5520	Propane	2,122	2,930	3,200	4,596	4,500	40.6%	-2.1%
5528	Telephone & Cellular	5,262	5,595	5,200	6,338	5,500	5.8%	-13.2%
5530	Water	7,513	9,733	8,000	11,240	10,000	25.0%	-11.0%
Total Utilities & Commodities		231,015	248,942	234,843	233,207	239,652	2.0%	2.8%
					1,636		4,809	6,445

56 REPAIRS & MAINTENANCE (*=See Chart E)

5602	Buildings	6,873	4,765	10,000	6,809	10,000	0.0%	46.9%
5616	Line Equipment *	2,077	15,014	25,500	20,976	25,500	0.0%	21.6%
5628	Mains & Services	56,526	44,679	32,000	55,763	34,000	6.3%	-39.0%
5634	Plant Equipment	48,307	35,771	37,000	33,397	37,000	0.0%	10.8%
5640	Pump Station Equipment	16,548	24,331	23,000	8,369	23,000	0.0%	174.8%
5658	Vehicles - Repair by Others	14,847	10,915	6,500	10,565	7,000	7.7%	-33.7%
Total Repairs & Maintenance		145,178	135,475	134,000	135,879	136,500	1.9%	0.5%
					(1,879)		2,500	621

	Actual Yr. Before Last: FY18	Actual Last Year FY19	Budgeted This Year FY20	Estimated This Year FY20	Requested Next Year FY21	Request's Change From This Year's: Budget	Estimate
OPERATING FUND EXPENDITURES							
57 EQUIPMENT PURCHASES							
5700	Technology Equipment *	3,983	2,661	10,000	9,484	9,500	-5.0% 0.2%
5702	Office Equipment *	0	0	0	0	0	n/a n/a
5704	Operating Equipment *	8,951	5,535	3,000	5,251	4,000	33.3% -23.8%
Total Equipment Purchases		12,934	8,196	13,000	14,735	13,500	3.8% -8.4%
					(1,735)	500	-1,235
58 OTHER EXPENSES, TRAVEL, ETC.							
5800	Advertising	823	1,086	500	1,135	500	0.0% -55.9%
5802	Uncollectable Customer Accts.	0	0	1,500	0	1,300	-13.3%
5808	Dues & Licenses	1,255	1,657	1,600	1,354	1,600	0.0% 18.2%
5822	Insurance: Liability & Crime	7,161	6,583	6,544	6,544	6,600	0.9% 0.9%
5824	Insurance: Property & Casualty	10,281	10,036	9,788	9,788	9,900	1.1% 1.1%
5826	Insurance: Automobiles	5,840	6,448	6,307	6,306	6,400	1.5% 1.5%
5832	Facility Permits & Fees	3,783	2,856	5,400	3,140	5,000	-7.4% 59.2%
5836	Postage & Shipping	1,911	2,130	3,400	1,829	3,300	-2.9% 80.4%
5838	Registry & Lien Costs	2,338	1,388	4,000	1,919	4,000	0.0% 108.4%
5844	Training, Workshops, Etc.	5,046	3,031	3,484	6,508	4,000	14.8% -38.5%
5846	Travel: Rooms, Miles & Meals	3,227	1,765	3,350	2,607	3,350	0.0% 28.5%
Total Other Expenses, Travel, Etc.		41,665	36,980	45,873	41,130	45,950	0.2% 11.7%
					4,743	77	4,820
88 OPERATING TRANSFERS OUT							
5980		0	0	0	0	0	
Total Operating Transfers Out		0	0	0	0	0	
Total Operating Fund Expenditures		1,388,538	1,435,544	1,505,041	1,444,367	1,552,743	3.2% 7.5%
Increase (Decrease)					4.0%	47,702	108,376
					60,674		
					Under Budget		

Capital Fund Expenditures Plan

Capital Improvement Program

Year By Year Overview

Yr.End Bal. This Year FY20	Account Description	Year One FY21			Year Two FY22			Year Three FY23			Year Four FY24			Year Five FY25		
		Appropriation	Spending	Balance	Funding	Spending	Balance	Funding	Spending	Balance	Funding	Spending	Balance	Funding	Spending	Balance
	Bond Issue Payments (See Chart I)															
0	Bond Issue E: Main Plant 1996	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
0	Bond Issue N: Hulls Cove 2005	53,450	53,450	0	52,250	52,250	0	55,750	55,750	0	53,950	53,950	0	53,950	53,950	0
0	Bond Issue Q: Sewer Rehab 2011	93,472	93,472	0	91,862	91,862	0	92,080	92,080	0	92,229	92,229	0	92,229	92,229	0
0	SRF Loan for CSO Elimination Project	0	0	0	0	0	0	0	0	0	375,000	375,000	0	375,000	375,000	0
	Projects & Facilities (See Chart A)															
0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
256,300	Pump Stations Equipmt & Replacement	200,000	412,000	44,300	200,000	200,000	44,300	2,800,000	2,600,000	244,300	70,000	100,000	214,300	50,000	100,000	164,300
43,315	CSO/Plant Treatmnt Optimization	70,000	110,000	3,315	50,000	30,000	23,315	20,000	30,000	13,315	20,000	20,000	13,315	20,000	20,000	13,315
71,486	DeGregoire Plant - Equipment	10,000	0	81,486	10,000	0	91,486	10,000	0	101,486	10,000	0	111,486	10,000	0	121,486
65,599	Hulls Cove Plant - Equipment	10,000	0	75,599	20,000	0	95,599	30,000	0	125,599	30,000	0	155,599	30,000	0	185,599
267,394	Main Treatment Plant - Equipment	40,000	52,000	255,394	90,000	0	345,394	90,000	300,000	135,394	50,000	0	185,394	90,000	0	275,394
417,921	CSO-Sewer Mains & Services	160,000	490,000	87,921	100,000	150,000	37,921	2,050,000	1,900,000	187,921	1,900,000	1,900,000	187,921	50,000	200,000	37,921
	Equipment & Vehicles (See Chart A)															
14,792	Air Compressor, mobile	727	0	15,519	727	0	16,247	727	16,000	974	727	0	1,701	727	0	2,428
0	Bucket Machine -Do not replace	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
76,872	Generators, Backup - (10)	16,067	0	92,939	16,067	0	109,006	16,067	0	125,073	16,067	0	141,140	16,067	0	157,207
46,395	GIS System, incl. support eqpmt	2,333	20,000	28,728	2,333	28,000	3,062	2,333	0	5,395	2,333	0	7,728	2,333	0	10,062
5,833	Line Eq-Flo Totes (5) + spares	5,833	0	11,666	5,833	0	17,500	5,833	14,000	9,333	5,833	0	15,166	5,833	15,000	6,000
18,067	Sewer Cameras	17,500	6,000	29,567	17,500	0	47,067	17,500	0	64,567	17,500	0	82,067	17,500	0	99,567
203,872	Communication Systems-SCADA	37,780	160,000	81,652	37,780	36,000	83,432	37,780	0	121,213	37,780	10,000	148,993	37,780	0	186,773
17,520	Asset Mgt. Software systems	2,500	20,020	0	5,000	0	25,020	5,000	0	30,020	5,000	0	35,020	5,000	0	40,020
5,525	Rain Gauge & USB Logger	545	0	6,070	545	6,000	616	545	0	1,161	545	0	1,707	545	0	2,252
2,251	Spectrophotometer/Lab Eqpmnt	5,000	5,000	2,251	5,000	0	7,251	5,000	0	12,251	5,000	0	17,251	5,000	0	22,251
0	Old account	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
252,451	Sewer Jet / Vacuum Truck	20,000	0	272,451	50,000	300,000	22,451	50,000	0	72,451	20,000	0	92,451	20,000	0	112,451
7,354	Issco Samplers (5)	3,250	0	10,604	3,250	6,000	7,854	3,250	0	11,104	3,250	0	14,354	3,250	0	17,604
83,667	Pickup Trucks (4)	24,214	54,000	53,881	24,214	0	78,096	24,214	0	102,310	24,214	36,000	90,524	24,214	0	114,738
0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
101,113	Sludge Truck w/Containers	8,412	0	109,525	8,412	0	117,937	8,412	0	126,348	8,412	0	134,760	8,412	143,000	172
28,880	Sludge Truck Liquid Tank	2,857	0	31,737	2,857	0	34,594	2,857	0	37,451	2,857	0	40,309	2,857	40,000	3,166
2,857	Triton Flo Meters (5)	4,500	0	7,357	3,900	0	11,257	3,500	0	14,757	3,500	0	18,257	3,500	20,000	1,757
0	Undesignated - lapse if not used	10,000	0	10,000	10,000	0	20,000	0	0	20,000	0	0	20,000	0	0	20,000
1,989,464	Total	798,441	1,455,922	1,331,983	807,532	900,112	1,239,403	5,330,850	5,007,830	1,562,423	2,754,199	2,587,179	1,729,443	924,199	1,059,179	1,594,463
	<i>Total without bonds</i>	798,441	1,455,922	1,331,983	807,532	900,112	1,239,403	830,850	507,830	1,562,423	854,199	687,179	1,729,443	924,199	1,059,179	1,594,463

Acct No.	Description of Present Equipment	FY in Service	2020		Actual Cost Equipped	Proposed Years Until Replaced	Current Replacement Cost	Straight Line Funding Year One
			Proposed					
			Replacement Fiscal Year	Replacement Age				
Mains								
6828	Sewer Mains, Manholes & Services	Varies	n/a	75	8,460,000	n/a	8,500,000	113,333
Plants								
6819	Main Treatment Plant & Eq	1998	2028	30	8,348,671	8	n/a	21,000
6815	Hulls Cove Treatment Plant & Eq	2001	2031	30	1,386,014	11	n/a	3,000
6809	DeGregoire Park Treatment Plant & Eq	1974	2025	51	162,779	5	n/a	10,000
<i>Total Plants</i>					9,897,464			34,000
Pump Stations (11)								
6802	Main St. Pump Station & WWell	1974/1998	2023	50	368,937	3	3,000,000	20,000
6802	Hulls Cove Pump Station & WWell	1974/2001	2023	50	216,557	6	400,000	5,000
6802	Albert Meadow Pump Station & WWell	2015	2045	30	86,867	26	87,000	2,900
6802	Ferry Terminal Pump Station & WWell	2006	2041	35	58,900	22	60,000	1,714
6802	Hancock Street Pump Station	1974	2022	48	56,500	2	200,000	4,167
6802	Rodick Street Pump Station & WWell	1974	2022	48	56,500	2	100,000	2,083
6802	Wilcomb Lane Pump Station - no Gen.	2000	2035	35	31,000	15	33,000	943
6802	West Street Pump Station & WWell	1974	2021	47	70,000	1	600,000	12,766
6802	Town Pier Pump Station-no Gen.	2013	2048	35	27,508	28	35,000	1,000
6802	Degregoire Pump Station	1974	2024	50	22,000	4	50,000	1,000
6802	Ocean Avenue Pump Station & WWell	2013	2048	35	126,378	28	150,000	4,286
<i>Total Pump Stations</i>					1,121,147			55,859
Generators (10)								
6812	Generator, Hulls Cove P/S, Onan, 60 KW	2018	2048	30	42,783	28	46,000	1,533
6812	Generator, Hulls Cove Plant, Onan, 85 KW	2015	2045	30	66,000	25	70,000	2,333
6812	Generator, Main Plant, Onan, 300 KW	1997	2027	30	41,000	7	66,000	2,200
6812	Generator, Main Street P/S, Onan, 230 KW	1997	2027	30	33,500	7	60,000	2,000
6812	Generator, West St. P/S, Onan 35 KW, Quiet Site	2003	2033	30	26,990	13	39,000	1,300
6812	Generator, Rodick St. P/S, Onan 40 KW, Quiet Site	2007	2037	30	34,525	17	44,000	1,467
6812	Generator, Albert Meadow, Onan 35KW, Quiet Site	2005	2035	30	25,000	15	38,000	1,267
6812	Generator, Ferry Term., Onan, 50 KW, Quiet Site	2005	2035	30	28,050	15	48,000	1,600
6812	Generator, DeGregoire Pk., Onan, 35 KW, Quiet Site	2008	2038	30	31,048	18	38,000	1,267
6812	Generator, Hancock St.; No generator							
6812	Generator, Ocean Ave. Onan, 35 KW, Quiet Site	2013	2043	30	31,150	24	33,000	1,100
<i>Total Generators</i>					360,046			16,067
Total Wastewater Division					12,514,599			296,068

Equipment Replacement Schedule

Wastewater Division

Capital Improvement Program

Acct No.	Description of Present Equipment	FY in Service	2020		Actual Cost Equipped	Proposed Years Until Replaced	Current Replacement Cost	Straight Line Funding Year One
			Proposed					
			Replacement Fiscal Year	Replacement Age				
Sewer Cameras								
6818	Camera, Ibak, Saturn III w/ pan & tilt	2014	2025	11	97,580	5	0	0
	New reel system for 2014 Ibak	2019	2029	8	35,391	9	120,000	15,000
	Camera, Sewer: Aries- junked in FY19	2004	do not replace		23,854		0	0
	Camera, Service: Nano-L, Push Camera system	2019	2029	10	19,651	9	25,000	2,500
	<i>Total Sewer Cameras</i>				176,476			17,500
Communication Systems								
6820	Phone System - Main Plant	2013	2024	11	8,500	4	10,000	909
	WAN Network Equipment	2013	2026	13	9,850	6	11,000	846
	Hart Communication Systm	2018	2026	8	5,410	6	6,000	750
	Pump Stations (10) PLC Radio System	2012	2028	16	270,000	8	270,000	16,875
	Main St. Pmp Sta PLC Radio System	various	2022	15	25,000	2	36,000	2,400
	Plants (3) PLC Radio Systems	various	2021	10			160,000	16,000
	<i>Total Communication Systems</i>				318,760			37,780
Vehicles								
6830	Pickup Truck, 2016, GMC 2500, Insp.#43	2016	2024	8	34,330	4	36,000	4,500
	Pickup Truck, Ram3500 w/A1 Body, Line#1-#44	2014	2021	7	43,561	1	54,000	7,714
	Pickup Truck, 2018 GMC pu ,line#2-#47	2018	2026	8	34,063	6	37,000	4,625
	Pickup Truck, F350, Mech. Maint/Plant -#45	2020	2028	8	58,133	8	59,000	7,375
	Subtotal - annual funding 4 vehicles							24,214
6826	Vacuum Truck	new	2022			2	300,000	20,000
6836	Sludge Truck, Volvo D-13, swap loader body	2008	2025	17	138,124	5	143,000	8,412
	<i>Total Vehicles</i>				308,211			
Equipment								
6806	Compressor, Air, Ingersoll/Rand XP185-KL222	2001	2023	22	12,027	3	16,000	727
6808	Bucket Machine - Do not Replace	1957			88,000		0	
6814	GIS/ESRI Software, Laptops, GPS Unit, ESRI	2010	2022	12	26,000	0	28,000	2,333
	Flo Totes - 5, plus spares	Var			30,000	6	35,000	5,833
6821	Utility Bill & Citizen Self Srv & Asset Mgt. Softwr	2015	2025	10	25,000	5	25,000	2,500
6823	Rain Gauge & Logger, Sigma "Rain Logger"	2011	2022	11	5,000	0	6,000	545
6824	Spectrophotometer/Lab Equipment	2018	2026	8	4,000	6	5,000	625
	Sewer Jet, Do not replace	2004			62,384		0	
6827	Issco Sampler - 5500 - (5 units)	varies	varies	8	25,000		26,000	3,250
6837	Liquid Tank for Sludge Truck, 2500 Gallons	2011	2025	14	38,809	5	40,000	2,857
	Triton Flo Meters (3)	2018	2025	7	16,275	5	20,000	2,857
	<i>Total Equipment</i>				332,495			21,529

Table of Contents - Charts

Detail Charts

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C.I.P. Details	Chart A
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Capital Improvement Program Narrative

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Purpose of the C.I.P.

In order to better understand our Capital Improvement Program, it may be helpful to explain its purpose and function. As required by Section C-30.A of the Town Charter, the CIP is "a program consisting of projects any one of which costs more than \$5,000 and meets one or more of the following requirements:

- construction time extends to two or more fiscal years;
- includes planning for, construction of or major renovation of a Town building, wharf, public way, sewer, drain or appurtenant equipment; or
- replacement or acquisition of equipment with life expectancy of five years or longer."

While not fully articulated in the Charter, contemporary thinking further suggests that the CIP should help the Town to avoid surprises by forcing us to look ahead for the next five years or even longer. Typically, this helps stabilize the CIP capital rate, so that it does not exhibit wild swings from year to year despite changes in expenditures.

Projects

CSO (Combined Sewer Overflow) Plant Treatment Optimization	#6804
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Ongoing engineering assistance	Expended	<i>FY2020</i>	\$	5,000
Ongoing engineering assistance		<i>FY2021</i>	\$	110,000

Sewer Mains & Services	#6828
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Funds from this account will be used to repair services, mains and manholes during road reconstruction projects as well as upgrading/replacing mains due to identified CSO priorities.

FY21	Year One	<i>Ft. of Mains</i>	<i>No. Of Services</i>	<i>No. Manholes</i>	<i>Cost</i>
	Hancock Street - old main 8" replacement	800'			230,000
	Various Reline Projects (CSO)				0
	Force main - West St. Pmp St. Project (CSO)-Design				260,000
Sewer Mains & Services				Year One Total	\$490,000
FY22	Year Two	<i>Ft. of Mains</i>	<i>No. Of Services</i>	<i>No. Manholes</i>	<i>Cost</i>
	CSO Force/Sewer Main West St to Plant-Placeholder est				150,000
Sewer Mains & Services				Year Two Total	\$150,000
FY23	Year Three	<i>Ft. of Mains</i>	<i>No. Of Services</i>	<i>No. Manholes</i>	<i>Cost</i>
	CSO Force/Sewer Main West St to Plant-Bonded SRF Fund				1,900,000
Sewer Mains & Services				Year Three Total	\$1,900,000

C.I.P. Details - Spending Estimates					CHART A
Capital Improvement Program					<i>2 of 4</i>
FY24	Year Four	<i>Ft.of Mains</i>	<i>No. Of Services</i>	<i>No. Manholes</i>	<i>Cost</i>
	CSO Force/Sewer Main West St to Plant-Bonded SRF Fund				1,900,000
Year Four Total					\$1,900,000
FY25	Year Five	<i>Ft.of Mains</i>	<i>No. Of Services</i>	<i>No. Manholes</i>	<i>Cost</i>
	Various Reline Projects/Main Replacements				200,000
Year Five Total					\$200,000

Total Sewer Mains & Services Work - All Five Years #6828 **\$4,640,000**

Projects & Facilities

Pump Station Replacement	#6802
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The Town has three pumping stations which are integral to our three treatment plants, plus an additional eight stand-alone pump stations. Of those eight, five were built in 1974, making them 40 years old. Since the replacement cycle should be somewhere around 35 years, we have started a replacement program. Our present plan is to upgrade the West Street station as part of the CSO Elimination Project, whenever, or if, that occurs. Staff will re-evaluate its pump station replacement program and structure its future CIP budgets based on that need, or how critical the replacement or upgrade may be and how it will positively impact the CSO program goals.

FY21	West Street (CSO Elimination Project)-Design	\$400,000
FY21	Replace Main St. Pump Station Roof	\$12,000
FY22	West Street Pumps Replacement	\$200,000
FY23	West St. Pump Station Bonded-SRF Fund	\$2,600,000

DeGregoire Plant - Equipment	#6805
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We've setup a plant equipment CIP account for things like sludge pumps and other major pieces of plant equipment.
 FY20 - Bulkhead Door & Heating System rebuilds completed \$18,371

Hulls Cove Plant - Equipment	#6808
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We've setup a plant equipment CIP account for things like sludge pumps and other major pieces of plant equipment, so that we'll have money to fix or replace them as they fail.

Main Treatment Plant - Equipment	#6809
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We've setup a plant equipment CIP account for things like the dewatering machine, sludge pumps and other major pieces of plant equipment, so that we'll have money to fix or replace them as they fail.

FY20	Install Replacement B-Train aeration basin slide gates	(ongoing)	\$31,980	
FY20	Garage insulation & new storm drain	(ongoing)	\$10,000	
FY21	Install VFD on Main Plant Spetic Receiving			\$10,000
FY21	Replace Blower VFD at Main Plant			\$12,000
FY21	Install Heat Pump in Office Area			\$10,000
FY21	Replace Office Furniture			\$20,000

C.I.P. Details - Spending Estimates

CHART A

Capital Improvement Program

3 of 4

Equipment & Vehicles

Air Compressor, Mobile

#6811

A reserve account has been funded to allow us to pay cash when we are scheduled to replace this twenty year old machine in FY22.

Bucket Machine - Do not replace

This 1957 model sewer cleaning machine uses buckets to remove sand and gravel from the lines. A reserve account was funded for this 60 year old machine in FY18, but the current plan is to not replace this unit but also replace the Sewer Jet with a vacuum truck in FY21.

Generators

#6812

The DEP is encouraging us to install & maintain standby power for all of our facilities.

GIS System, including support equipment/software

#6814

Our Line Maintenance crew has heavy-duty laptop computers which they use in the field to edit and store records such as maps, service cards, basin diagrams, etc. When combined with the rest of the Town's computerized maps and digital records, this system is known as a GIS, or Geographic Information System.

Further Upgrades & Mapping

FY21

\$20,000

Triton Flo Meters (5)

#6816

These are flo meters that can be rotated to different sites...each one is \$6000-\$7000
Backup spares are also kept on hand

Sewer Cameras

#6818

We have two sewer cameras: a small one for inspection of the building service lines and a large one for the sewer mains. The smaller camera was replaced in FY19 and the larger camera was replaced in FY14. The cable of the larger camera was unreliable and no longer supported by the vendor.

Purchase Self Leveling Camera Head FY21

\$6,000

Communication Systems

#6820

This account is used for our telephone system, the Wide Area Network (WAN), the SCADA system server and the electrical controller PLC radio systems at all locations. Our WAN is the backbone of the computer system/switches which allows us to communicate electronically with our widespread equipment and facilities. SCADA stands for "*supervisory control and data acquisition*", the computer based system which communicates with our PLC's (*programmable logic controllers*) at the 11 pump stations and 3 treatment plants. These electrical controller PLC systems are the basis of all remote and on site communication to the pump stations and plants relating to their ongoing status of operations. 10 of the pump stations received this major upgrade in 2011-12 at a cost of over \$260,000. Main plant & Hulls Cove plant have not had a PLC upgrade for a number of years. The two plants will receive major PLC communication improvements in FY21. These PLC systems provide communication of the operations of all the plants and pump stations on a real time basis, also with remote accessibility, so that staff analysis and response capability to handle abnormal events are efficient--all essential components to further reducing our reportable CSO events to its goal of zero.

FY21 Selected upgrade to the Main Plant & Hulls Cove PLC controllers

\$160,000

C.I.P. Details - Spending Estimates	CHART A
Capital Improvement Program	<i>4 of 4</i>

Utility Billing & Mgt. Software Systems	#6821	
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We have purchased Asset Management software in FY17 that is appropriate to allow access to track all maintenance work on all equipment in both Sewer and Water systems.....these costs are shared. Other add on modules may be purchased such as the Citizens self serve software purchased in FY19 and going live in FY20.

Rain Gauge & USB Logger	#6823	
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Equipment necessary to track rain events for CSO documentation	FY22	5,600
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Spectrophotometer / Lab Equipment	#6824	
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Various lab Equipment necessary to test influent & effluent		
IDEX System Lab Equipment	FY21	\$5,000

Sewer Jet / Future Vacuum Truck	#6826	
--	-------	--

We purchased a new sewer jet in FY04 for cleaning sewer mains. A higher reserve is now being funded to replace the sewer jet & the bucket machine with a vacuum truck in FY22 for \$300,000

	FY22	
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ISSCO Samplers (5)	#6827	
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Equipment necessary for sampling both treated and untreated water in the wastewater treatment process. These are current ISSCO Samplers that are located at each plant location.

	FY22	6,000
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4 WW Pickup Trucks	#6830	
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A 2018 GMC (#47); also used for snowplowing....to be replaced in FY26
 A 2016 inspector truck (#43) GMC 2500....will be replaced in FY24
 A 2014 RAM 3500 stake-body truck (#44) is to be replaced in FY21; also snowplows **\$54,000**
 A 2010 F350 (#45) was replaced in FY20 for \$58,133; also snowplows

Sludge Truck w/Containers	#6836	
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This truck is used to haul sludge to the compost site. The replacement reserve includes the cost of the sludge containers, but not of the liquid waste tank, since it is a physically separate and an expensive piece of equipment, and it wears out at a different rate. A reserve account has been funded so we can pay cash when we replace this 15 year old truck in FY23. A container was relined in FY2018 and one replaced in FY19 for \$14,187.

Sludge Truck Liquid Tank	#6837	
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This tank is used to haul liquid (un-dewatered) sludge from our DeGregoire and Hulls Cove plants to the main plant for dewatering. Although it is mounted in the Sludge Truck when used, we expect it to wear out more quickly than the truck, so a separate replacement account has been established. This reserve account has been funded so we can pay cash when we replace this 12 year old tank in FY23.

~~ End of C.I.P. ~~

Personnel Services & Benefits

Chart B

51 PERSONNEL SERVICES

HOURLY RATE CALCULATIONS					Fiscal Year Starting: July 1, 2020	
Classification	FY20 Base Rate This Yr.	Union Wage Incr 3.0%	One Time Adjust- ment	FY21 Base Rate This July		
Superintendent	42.85	1.29	0.00	44.14	COLA 3.0%	Salary Non Union
Operations Manager	24.73	0.74	0.00	25.47		Union
Process Control Mgr	24.73	0.74	0.00	25.47		Union
Regulatory Compliance	24.73	0.74	0.00	25.47		Union
Maintenance Worker I	21.25	0.64	0.00	21.89		Union
Maintenance Tech I	22.48	0.67	0.00	23.15		Union
Maintenance Tech I	21.88	0.66	0.00	22.54		Union
Maintenance Worker I	21.52	0.65	0.00	22.17		Union
Maintenance Worker II	21.88	0.66		22.54		Union
Maintenance Worker I	0.00	0.00	0.00	0.00		New Positior CUT

Hourly Rate	LONGEVITY PAY					Total Hourly Rate Next Yr.	Name
	Authorized Base Rate Next Yr.	Seniority Date	Years of Service				
			10 \$0.25	15 \$0.15	20 \$0.10		
Superintendent	\$44.14	6/27/06	\$0.00	\$0.00	\$0.00	\$44.14	J VT
Operations Manager	\$25.47	7/27/09	\$0.25	\$0.00	\$0.00	\$25.72	DR
Process Control Mgr	\$25.47	8/19/85	\$0.25	\$0.15	\$0.10	\$25.97	EM
Regulatory Compliance	\$25.47	2/25/08	\$0.25	\$0.00	\$0.00	\$25.72	TG
Maintenance Worker I	\$21.89	12/16/19	\$0.00	\$0.00	\$0.00	\$21.89	BA
Maintenance Tech I	\$23.15	10/12/15	\$0.00	\$0.00	\$0.00	\$23.15	AJ
Maintenance Tech I	\$22.54	6/21/99	\$0.25	\$0.15	\$0.10	\$23.04	SY
Maintenance Worker I	\$22.17	4/8/19	\$0.00	\$0.00	\$0.00	\$22.17	PK
Maintenance Worker II	\$22.54	8/13/19	\$0.00	\$0.00	\$0.00	\$22.54	WS
Maintenance Worker I	\$0.00					\$0.00	

Total Annual Pay	Positions	Regular	Scheduled	Emerg/unsch	Ave. OT	Base Pay		
	Next Yr.	Hours	O.T.Hours	O.T.Hours	Rate			Next Year
Superintendent	1	1,040						45,901
Operations Manager	1	2,080	0	0	0	0	0	53,502
Process Control Mgr	1	2,080	0	0	0	0	0	54,022
Regulatory Compliance	1	2,080	0	0	0	0	0	53,502
Maintenance Worker I	1	2,080	0	0	0	0	0	45,526
Maintenance Tech I	1	2,080	0	0	0	0	0	48,161
Maintenance Tech I	1	2,080	0	0	0	0	0	47,916
Maintenance Worker I	1	2,080	0	0	0	0	0	46,104
Maintenance Worker II	1	2,080	0	0	0	0	0	46,876
Regular Hrly wages	8.5	16,640						395,608
Overtime - (5)			953	220	\$ 36.74			43,093
Next Year's Total	8.5	16,640	953	220				\$484,601

~~ Personnel Services Continued on Next Page ~~

PERSONNEL SERVICES & BENEFITS

CHART B

Page 2

BREAKOUT OF WAGES	Account Number		Gross Pay
Wages - Salaries	5100	Supt. - 50% shared w/Water Div.	45,901
Wages-Hourly Full Time	5105		395,608
Wages=Overtime	5110		43,093
Hourly Wage Totals			<u>\$ 484,601</u>

Historical Overtime:

FY2021 Bud	1,173
FY2020 Bud	1,202
CY 2019	1,168
CY 2018	1,202
CY 2017	1,149
	<u>3,519</u>
3 Year Avg.	1,173

52 EMPLOYEE BENEFITS

	Gross Wages Next Year	ICMA Retirement	FICA & Medicare	MSRS Retirement	Workers Comp.	Unemployment	Health Insurance
FY2021 Bud	\$484,601	\$2,984	\$37,072	\$44,309	\$11,760	\$1,397	\$93,665
	Rates ->	Up To 6.50% of Gross	7.65% of Gross Wages	10.10% of Gross	2.50% of Gross	1.37% Of Regular Wages (8.5 FTE up to \$12,000)	Family \$1,652.08 Adult&Child \$1,201.77 Single \$736.50 Next CY Est 7.00%
Employee health insurance contribution increase from 17.5% to 20.0%, effective 7/1/16							

5230 Health Insurance Opt Out

This is a reimbursement program to reimburse employees for the costs of out of pocket costs for health insurance premiums paid for by the spouse's employer as well as costs for deductibles, etc., up to a maximum annual amount that is voted on annually in December by the Town Council.

5245 Retirement Health Savings Acct.

For employees who have accumulated their maximum amount of sick leave, the Town calculates the amount of sick leave the employee would have earned beyond his/her maximum following each calendar year, and the Town contributes 25% of that amount to the employee's Retirement Health Savings account.

5290 Health Reimbursement Acct. (HRA)

This is funded to reimbursement employees deductibles and co-insurance out of pocket expenses up to 78% of the maximum out of pocket costs; 78% representing MMA est. past experience for typical family.

<i>Contractual Services</i>	<i>Chart C</i>
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5300 ALARMS

		<i>Requested</i>
		<i>Next Year</i>
Fire Alarm Monitoring - main plant	12 mos.	30
Monthly maintenance and service contract.		360
Total Alarms & Paging		170
		\$530

5306 TOWN MANAGEMENT FEES

Administrative Services is the cost to the General Fund of providing accounting and management services to the Sewer Fund, Water Fund, Cruise Ship Fund and now the Parking Fund; shown as expenses to these four funds and revenue to the General Fund. The calculations for those amounts are shown in the General Fund Town Budget and includes overhead, benefits and use of space, etc. Calculation is based on time estimates and prorata overhead but also based on gross revenues.

5311 SPECIAL WASTE CLEANING

	<i>Next Year</i>
We have to clean the grit out of the septic receiving, pump stations every year and from the digester and aeration tanks, as needed. The contract includes trucking. Disposal is charged to the sludge Disposal account. This account will fluctuate between years due to the services being required "as needed". An outside contractor is used due to the hazardous nature of the work. (Ted Berry Co.)	\$12,500

5312 PUMP STATION PUMPING

This is special pump out services at the various pump stations when maintenance, construction, equipment failure and other reasons reflect the need to pump out the sludge.	\$3,300
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5326 ENGINEERING & OTHER PROF. FEES

Items Funded Every Year	<i>Next Year</i>
Routine Engineering calls for Maintenance & general issues	2,000
Specific large projects requiring engineering are budgeted within the CIP accounts	
Total Engineering	\$2,000

5332 GENERATOR SERVICE

	<i>Next Year</i>	<i>Next Year</i>
Generator Maintenance Agreements	10	10,550
<i>Electric Power Systems</i>		
Special calls for operational issues		2,400
Total Generator Service		\$12,950

5334 GENERAL PROFESSIONAL FEES

Underwater video of outfall pipes, tree removal, special printing services and pressure washing	\$2,400
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~~ Contractual Services Continued On Next Page ~~

Contractual Services - (continued)	CHART C
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5336 GENERAL EQUIPMENT MAINTENANCE	<i>Estimated This Year</i>	<i>Requested Next Year</i>
Overhead Door Maintenance Contract		510
Mechanical Services - Building HVAC System		1,500
Total General Equipment Maintenance		\$2,010

5366 SLUDGE DISPOSAL	<i>Tons</i>	<i>Cost/Ton</i>	<i>Requested Next Year</i>
New England Waste (Casella)(Bio solids)	<i>Next Yr.</i>	<i>Next Yr.</i>	
Estimated Use			
Treatment and Disposal	830	\$65.00	53,950
FY20 \$64.67/Ton - 785 tons			
FY19 \$61.30/Ton- 864 Tons			
FY18 \$59.17-807 Tons; FY17- 861 Tons			
Total Sludge Disposal			\$53,950

5368 TECHNOLOGY LICENSES & SUPPORT	<i>Requested Next Year</i>
These are the annual licensing fees which must be paid in order to continue using the software or hardware and to receive maintenance and support services. These fees also include upgrades, enhancements, modem support, etc.	
<i>Product</i>	
ArcView - ESRI - GIS mapping software license - Single Use, Secondary Maint.	600
General Code - Laserfiche	325
Tyler Tech. - Utility bill & Citiz Self serve software lic.	2,045
People GIS - Mapping software	2,000
PTC, Inc. - GE Suite -Allows SCADA to talk to PLC's	300
Pipelogix, Inc - IT pipes (camera system to GIS software)	1,500
Pamlico/OMS/Cartograph - Asset Mgt. System-Track age, location, maint. of equipment (50% w/water)	3,500
MSDS Source/Miller - SDS Mgt. access thru the internet (50% share w/Water)	700
ADS- Wireless hosting/meter read data for flometers/cso	5,280
TiSales/Ayyeka - Manhole monitoring of FloMtrs - CSO mandate	250
Inductive Automation/Hechtman - SCADA (System Control And Data Acquisition) (50% w/water)	3,300
This is the software that runs the plant.	
Total Technology Licenses and Support	\$19,800

5378 EQUIPMENT TESTING & CALIBRATION	<i>Requested Next Year</i>
These are the periodic testing of special wastewater equipment to continue using lab and other equipment that are tested, calibrated and documented by 3rd parties for regulatory compliance.	
QC Services - Annual Lab Equipment Maintenance & Calibration	1,350
Boyington - Backflow testing	250
Other Equipment	400
Total Equipment Testing & Calibration	\$2,000

Materials & Supplies	Chart D
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5424 SODIUM HYPOCHLORITE

Seasonally, we add sodium hypochlorite as a primary to disinfect our effluent, which is the equivalent of super strong bleach. Additionally, we add hypochlorite and hydrogen peroxide to our treatment process, as needed.

5441 MAGNESIUM HYDROXIDE & OTHER SUPPLIES

We use more magnesium hydroxide for treatment optimization to adjust the pH of our influent. Cost is 38 cents/# in 55 gal. drums. Other chemicals, such as Sodium Bicarbonate for buffering, are also charged to this account.

5442 POLYMER SUPPLIES

We use polymer chemicals in the sludge dewatering process.

5452 SODIUM BISULPHITE

We use this chemical (.34 cents/#) to remove sodium hypochlorite from our effluent prior to discharge to the ocean. Ascorbic acid is also being tested at the smaller plants to help neutralize the effluent, as it is less hazardous.

Utilities & Commodities

5504 ELECTRICITY - PLANTS

The largest variable in our electric bills is not the rate, but the consumption. In very wet years, we use a lot more electricity and our bills are higher. Therefore, some historically averaging is budgeted. Supply rates were locked in on the 2 plants from 11/1/17 to 11/2/20 @ .0725 which avoids much of the supply cost spikes, stabilizing costs.

5506 ELECTRICITY - PUMPING

This is used to track the electricity costs of pumping sewage to the 3 plants from the Town's 11 pump stations. Supply rate is locked in on the Main St. pump station from 11/1/17 to 11/2/20 @ .0725; avoiding "demand" spikes.

5508 HEATING OIL

We budgeted using a 4 year average consumption. The main plant is heated with oil.

	<i>Fiscal</i>	<i>Gals.</i>		
Historical Use	<i>Year</i>	<i>Bought</i>		
	FY17	7,301		
	FY18	7,785		
	FY19	9,463		
	FY20	10,932		
	<i>Average</i>	8,870		
Estimated Use				<i>Requested</i>
This Year	FY20	10,058	\$2.4300	
Next Year	FY21	8,870	\$1.9900	17,652

Repairs & Maintenance	Chart E
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5616 LINE EQUIPMENT / FLO TOTES, CAMERAS

This budget includes enough monies to repair our Flo-Totes, replace batteries and include monies for normal repairs of other line equipment such as the sewer camera. Flo-Totes are necessary for compliance with the Town's CSO mandated monitoring program. Staff usually has 5 fully operational flo-totes with backups on hand. New Flo-Totes are budgeted in CIP. In FY20 we purchased an ITpipes software upgrade for \$10,520 as the old software was end-of-lived.

Itpipes software, Flo totes, etc.; annual maint. costs: **\$ 25,500**

5634 & 5640 PLANT & PUMP STATION EQUIPMENT REPAIRS

The equipment at the 2 main plants and many of the pump stations are approaching 20 years old and the larger planned replacement costs are budgted in the CIP, for the years FY21-FY25, following detail engineering evaluations. However, periodic failures are now occuring and do drive up the annual repair costs. These units, such as pumps & motors, must be replaced immediately, whether budgeted or not.

Equipment Purchases

These accounts are used only for non-capital equipment. Anything which costs more than \$5,000 and has a life expectancy of five years or longer is typically budgeted in the Capital Improvement Program.

5700 TECHNOLOGY EQUIPMENT - PURCHASE	<i>Requested Next Year</i>
Replace cell phone replacements	2,100
Computer & component replacements	2,900
Access to water modelling software-split with Water Div.	4,500
	0
	0
Total Technology Equipment Purchases	\$9,500

5702 OFFICE EQUIPMENT - PURCHASE	<i>Requested Next Year</i>
Various Office Furniture replacements	0
Total Office Equipment Purchases	\$0

5704 OPERATING EQUIPMENT - PURCHASE	<i>Requested Next Year</i>
Replace life ring cabinets @ HCove & MnPlantt	4,000
	0
	0
Total Operating Equipment Purchases	\$4,000

Net Income Statement

Chart F
(audit format with full depreciaton & accruals)

	Actual Yr.Before Last: FY18	Actual Last Year FY19	Budgeted This Year FY20	Estimated This Year FY20	Requested Next Year FY21	Change: E.T.Y.vs. R.N.Y.
OPERATING REVENUES:						
Charges for Services	1,898,630	2,375,709	2,029,000	2,088,867	2,063,500	(25,367)
Interest (on late payments+lien costs)	7,922	9,731	11,400	11,557	10,900	(657)
Total Operating Revenues	1,906,552	2,385,440	2,040,400	2,100,424	2,074,400	(26,024)
Change in Charges >>				3.0%	-1.2%	
OPERATING EXPENDITURES:						
Wages & Benefits	583,768	621,113	688,798	663,341	723,489	60,148
Contractual Services	218,954	226,088	229,519	221,632	235,423	13,791
Utilities & Commodities	231,015	248,942	234,843	233,207	239,652	6,445
Repairs & Maintenance	145,178	135,475	134,000	135,879	136,500	621
Equipment Purchases	12,934	8,196	13,000	14,735	13,500	(1,235)
Other Expenses, Travel, Etc.	41,665	36,980	45,873	41,130	45,950	4,820
Depreciation & Amortization	519,766	519,766	529,000	539,321	539,000	(321)
Materials & Supplies	155,024	158,750	155,579	134,443	158,229	23,786
Total Operating Expenditures	1,908,304	1,955,310	2,030,612	1,983,688	2,091,743	108,055
				-2.3%	5.4%	
Net Operating Income	(1,752)	430,130	9,788	116,736	(17,343)	(134,079)
NON-OPERATING REVENUES (EXPENSES)						
Interest Revenue (Investment)	16,052	10,197	10,000	22,000	12,000	(10,000)
Gain/(Loss) on Disposal of Assets	0	8,500	0	0	0	0
Special Assessments	0	0	0	0	60,000	60,000
Bond Refinancing Refund	0	0	0	0	0	0
Less Interest Expense	(71,272)	(60,492)	(41,549)	(41,189)	(38,834)	2,355
Total Non-Operating Revenue (Expense)	(55,220)	(41,795)	(31,549)	(19,189)	33,166	52,355
NET INCOME (LOSS) YTD	(56,972)	388,335	(21,761)	97,547	15,823	(81,724)

Sewer Rate Schedule Chart G

Type of Fee	Measure	Old Rate	New Rate	Percent
		FY20	FY21	Change
\	Per 100 cubic Feet of Water Used	\$7.95	\$7.95	0.0%
Minimum Bills: (per quarter)				
- Residential Customers	Based on 600 Cu. Ft. of Water Used	\$47.70	\$47.70	0.0%
- Non-Residential Cust.	Based on 1700 Cu. Ft. of Water Used	\$135.15	\$135.15	0.0%
- Unmetered Customers	Based on 1300 Cu. Ft. of Water Used	\$103.35	\$103.35	0.0%
Septic Tank Pumpage	Per 100 Gallons	\$11.22	\$11.22	0.0%
Sludge Disposal	Per 100 Gallons	\$6.72	\$6.72	0.0%
Connection Fee Rate (COLA)	Per Gallon of Sewage Per Day	\$11.26	\$11.26	0.0%
	Per Inch of Sewer Service Diameter	\$102	\$102	0.0%
Late Payment Penalty (Note A)	Per Annum	9.0%	8.0%	

Sewer Rate Calculation

This spreadsheet calculates the minimum rates required in order to "break even" on a cash basis.

VOLUME ESTIMATE		Actual	Actual	Budget	Estimated	Requested	Change:	Change:
		Yr.Before	Last Year	This Year	This Year	Next Year	R.N.Y vs.	R.N.Y vs.
Quarter	Ending	FY18	FY19	FY20	FY20	FY21	B.T.Y.	E.T.Y.
Summer	September 30	9,600,000	10,188,000	10,250,000	10,808,000	10,200,000	-0.5%	-5.6%
Fall	December 31	5,600,000	5,930,000	5,600,000	5,788,000	5,600,000	0.0%	-3.2%
Winter	March 31	3,300,000	4,355,000	4,000,000	3,840,000	3,900,000	-2.5%	1.6%
Spring	June 30 (Note B)	5,401,000	5,630,000	5,850,000	3,690,000	5,200,000	-11.1%	40.9%
Unmetered Accounts		200,000	200,000	200,000	200,000	200,000	0.0%	0.0%
Minimum Bills (Note C)		1,900,000	1,900,000	1,550,000	1,650,000	1,500,000	-3.2%	-9.1%
Annual Volume in Cubic Feet (See Note B)		<u>26,001,000</u>	<u>28,203,000</u>	<u>27,450,000</u>	<u>25,976,000</u>	<u>26,600,000</u>	<u>-3.1%</u>	<u>2.4%</u>
Change			2,202,000	(753,000)	(2,227,000)	624,000	<< Increase	
			8.5%		-7.9%	2.4%	FY19 Volume	
							Assumption	

Operating Fund Appropriations	\$1,552,743
Capital Appropriations	798,441
Less Non Rate Revenues:	
Other Customer Charges:	(11,500)
Other Income	(24,900)
Net Needed from Operations Charges	\$2,314,784
Estimated Minimum Rate / 100 cu.ft.	\$8.70
(needs 9% increase to break even)	

- Notes
- A. The maximum amount of this rate is set by State Law as determined by the State Treasurer.
 - B. The volume note is not needed for this budget year
 - C. In order to calculate the needed rate, we must use the estimated volume. This volume must include an allowance for the cubic feet that are not used by the customer, but which we bill and receive revenue \$ as part of the minimum bill.

Debt Service

A Responsibility of the Finance Department

Bond Issue D

USDA RURAL DEVELOPMENT REFUNDING ISSUE--HULLS COVE SEWER

#35-2750

Original Principal = \$800,000

Issued: 2/1/05

Interest Rate = 2.0% - 5.0% (Avg. - 3.83%) TIC = 2.69%

Notes: 2005 (Refinanced two 12/15/00 & 9/10/15)

Payment Dates: April 15 (interest only) & October 15 (principal and interest)

Lender: Roosevelt & Cross, Inc.

Paying agent: USBank St. Paul

Agent fee: None

No longer can be refinanced

FY	Date	Interest Rate	Principal Payment	Interest Payment	Payment Total	Fiscal Year Total
21	10/15/20	4.00%	40,000.00	7,025.00	47,025.00	
	4/15/21			6,425.00	6,425.00	53,450.00
22	10/15/21	4.10%	40,000.00	6,425.00	46,425.00	
	4/15/22			5,825.00	5,825.00	52,250.00
23	10/15/22	4.15%	45,000.00	5,825.00	50,825.00	
	4/15/23			4,925.00	4,925.00	55,750.00
24	10/15/23	4.20%	45,000.00	4,925.00	49,925.00	
	4/15/24			4,025.00	4,025.00	53,950.00
25	10/15/24	4.25%	45,000.00	4,025.00	49,025.00	
	4/15/25			3,125.00	3,125.00	52,150.00
26	10/15/25	4.30%	50,000.00	3,125.00	53,125.00	
	4/15/26			1,875.00	1,875.00	55,000.00
27	10/15/26	4.35%	50,000.00	1,875.00	51,875.00	
	4/15/27			625.00	625.00	52,500.00
28	10/15/27	4.38%	50,000.00	625.00	50,625.00	
						51,093.75
Totals			365,000.00	60,675.00	425,675.00	426,143.75

Bond Issue G

SEWER SYSTEM IMPROVEMENTS: 2011

#35-2880

Sewermain and SCADA System Replacement. Repaid by the Sewer Fund.

Original Principal = \$1,316,000

Date of Issue: 9/15/11

Interest Rate = 2.0% - 3.50% (Avg. - 2.70%)

Payment Dates: Dec 1 (prin. and int.) & June 1 (interest)

Lender: Morgan Stanley & Co

Paying agent: Bank of New York/ Mellon Trust

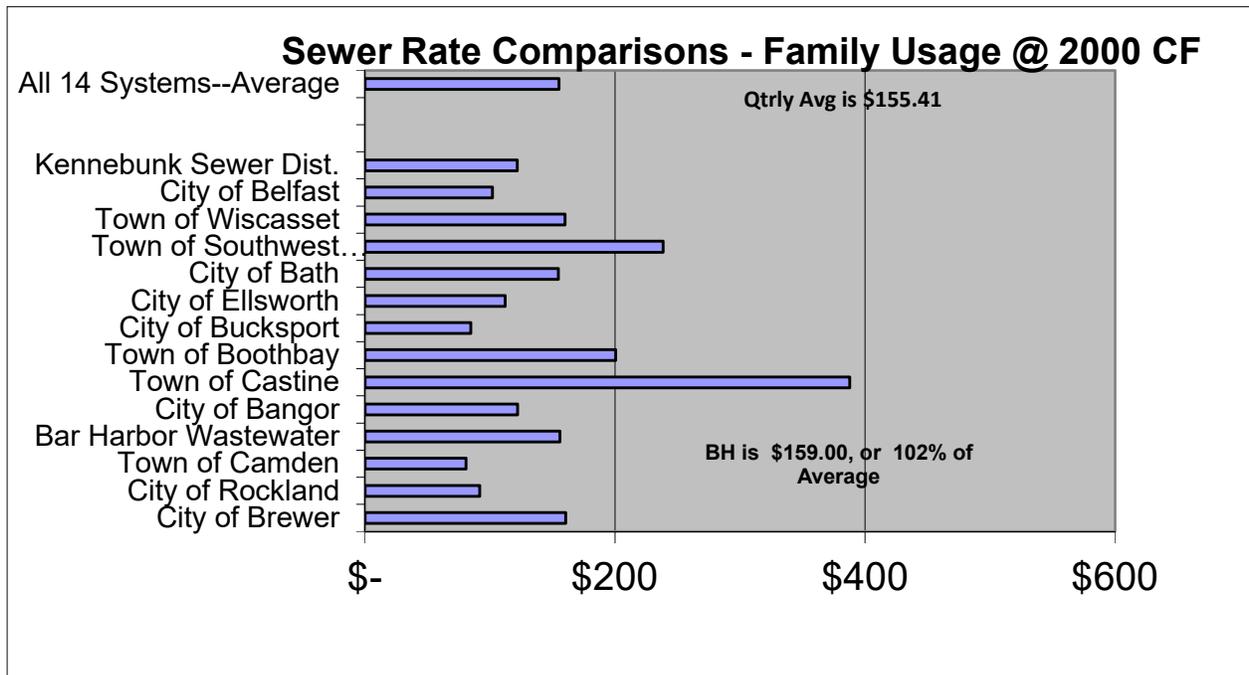
Refinance: After Dec. 2021

FY	Date	Interest Rate	Principal Payment	Interest Payment	Payment Total	Fiscal Year Total
21	12/01/20	2.50%	68,358.00	13,119.32	81,477.32	
	06/01/21			12,264.84	12,264.84	93,742.16
22	12/01/21	3.00%	68,358.00	12,264.84	80,622.84	
	06/01/22			11,239.47	11,239.47	91,862.31
23	12/01/22	3.00%	70,661.00	11,239.47	81,900.47	
	06/01/23			10,179.56	10,179.56	92,080.03
24	12/01/23	3.00%	72,964.00	10,179.56	83,143.56	
	06/01/24			9,085.10	9,085.10	92,228.66
25	12/01/24	3.00%	75,267.00	9,085.10	84,352.10	
	06/01/25			7,956.09	7,956.09	92,308.19
26	12/01/25	3.00%	77,569.00	7,956.09	85,525.09	
	06/01/26			6,792.56	6,792.56	92,317.65
27	12/01/26	3.00%	84,872.00	6,792.56	91,664.56	
	06/01/27			5,519.48	5,519.48	97,184.04
28	12/01/27	3.13%	62,175.00	5,519.48	67,694.48	
	06/01/28			4,547.99	4,547.99	72,242.47
29	12/01/28	3.25%	64,478.00	4,547.99	69,025.99	
	06/01/29			3,500.22	3,500.22	72,526.21
30	12/01/29	3.25%	66,781.00	3,500.22	70,281.22	
	06/01/30			2,415.03	2,415.03	72,696.25
31	12/01/30	3.38%	69,083.00	2,415.03	71,498.03	
	06/01/31			1,249.26	1,249.26	72,747.29
32	12/01/31	3.50%	71,386.00	1,249.26	72,635.26	
	06/01/32					72,635.26
Totals			851,952.00	162,618.52	1,014,570.52	1,014,570.52

Sewer Rate Comparisons - Quarterly Usage

(USDA std)

Utility Name	Qtr Minimum	Qtr - Family 2000 CuFt
City of Brewer	\$ 80.30	\$ 160.60
City of Rockland	\$ 41.84	\$ 91.84
Town of Camden	\$ 40.40	\$ 80.80
Bar Harbor Wastewater	\$ 47.70	\$ 159.00
City of Bangor	\$ 73.20	\$ 122.00
Town of Castine	\$ -	\$ 387.60
Town of Boothbay	\$ -	\$ 200.40
City of Bucksport	\$ 76.16	\$ 84.62
City of Ellsworth	\$ 50.49	\$ 112.20
City of Bath	\$ 47.50	\$ 154.60
Town of Southwest Harbor	\$ 111.82	\$ 238.32
Town of Wiscasset	\$ -	\$ 160.00
City of Belfast	\$ 102.00	\$ 102.00
Kennebunk Sewer Dist.	\$ -	\$ 121.82
 Average Billing	 \$ 67.14	 \$ 155.41
BH Rate as a % of Avg. Rate		102%



TOWN OF BAR HARBOR
SEWER DIVISION
ANNUAL SUMMER DISCOUNT APPLICATION

ELIGIBLE TO "RESIDENTIAL" SERVICE CLASS CUSTOMERS ONLY

Date _____

Return by 9/15/2020!

A/C# _____

If you use water outside your home for lawns and gardens, you may be eligible for an adjustment in your sewer user fees for the Third Quarter (July 1 – September 30). This application (or renewal) must be filled out each season by the customer.

Please fill out the attached form and return the lower section to the Finance Department office at the Municipal Building or the Water Division office at Public Works Way if you do expect to use water outside during the Third Quarter. The Finance Department will then use an average of your first and second quarter usage to calculate your Third Quarter bill. This adjustment should provide a savings to families who wish to water their lawns, gardens, or wash their cars, etc.

NOTE: YOU WILL NOT BE ELIGIBLE FOR THIS ADJUSTMENT IF:

- 1) You run a business on your property;
- 2) Your Residence is used for any commercial/vacation rental;
- 3) Your service accepts waste from more than one residential unit;
- 4) You are classified as a seasonal water customer

Per Chapter 165, Sewer Ordinance; Article III, Sewer Rates, Sec #165-7.B.(2)(c)[2]

Top – Customer Copy



Return this section

Town Copy

2020 Usage

Date _____

Account# _____

I wish to apply for an adjustment in my sewer residential charges for the Third quarter (summer usage) because I use water for outside purposes (lawn, garden, car washes, etc.) that does not flow into the sewer system.

Customer signature

Print name of Property Owner
as it appears on the tax bill

Location of Property

If not returned to the Bar Harbor Finance Department at the Municipal Building by September 15th, you may be disqualified for an adjustment.

Sewer Budget Ordinance Amendment

Town of Bar Harbor

#2020-xx

An Amendment to Adopt the Fiscal Year 2021 Sewer Budget, Rates, Fees and Charges.

The Town of Bar Harbor hereby ordains that Chapter 165, Sewers, of the Town Code is amended as follows:

[Please Note: Old language is ~~stricken~~. New language is underlined.]

Chapter 165 , SEWERS

ARTICLE III, Sewer Budget and Rates

§ 165-7.1 Sewer budget, fees and charges.

A. Budget adopted. The fiscal year ~~2020~~21 Sewer Budget, dated ~~July 16, 2019~~October 6, 2020, is hereby adopted as published and summarized below.

(1) Fund balance. Designated fund balances are estimated as follows:

(a) Estimated starting designated fund balances.

[1] Working capital: ~~\$367,461~~\$376,260.

[2] CIP projects: ~~\$1,853,226~~\$1,989,464.

(b) Ending designated fund balance.

[1] Working capital: ~~\$367,461~~\$376,260.

[2] CIP projects: ~~\$1,591,338~~\$1,331,611.

(2) Revenues.

(a) Total revenues and other sources are estimated to be: ~~\$2,144,400~~\$2,146,400.

(b) Revenue for the sewer rates shall be calculated from the total operating and capital appropriations minus any non-rate revenues:

[1] Total revenue derived from sewer rate: ~~\$2,110,000~~\$2,050,000.

(3) Expenses. Total appropriations shall be:

(a) Operating Fund: ~~\$1,505,041~~\$1,552,743.

(b) Capital Fund: ~~\$773,217~~\$798,441.

(4) Rates.

(a) Rate of \$7.95 per 100 cubic feet of water used.

(b) Minimum bills.

[1] Residential customers: \$47.70 for up to 600 cubic feet of water used per quarter.

[2] Nonresidential customers: \$135.15 for up to 1,700 cubic feet of water used per quarter.

[3] Unmetered customers: \$103.35 per quarter (based on 1,300 cubic feet of water used).

(c) Septic tank pumpage: \$11.22 per 100 gallons.

(d) Sludge disposal: \$6.72 per 100 gallons.

(e) Connection fee rate (per inch): \$102 per inch diameter of the service connection.

(f) Connection fee rate (per gallon): \$11.26 per gallon of sewage per day.

(g) Late payment penalty: ~~9-08.0~~0% per annum.

[End of Ordinance]