
FY23 Sewer Fund Budget

As Introduced

By The

Finance Director &
Public Works Director

December 6, 2022

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Town Of Bar Harbor

Finance Department

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December 6, 2022

Budget Message

You will find attached the proposed Sewer Budget for FY23. Under the requested budget, the estimated annual sewer bill for a residential household will increase by 18%. The Fund has had just one 1.9% increase in the last 6 years. This increase is due to the Town Meeting approved bond funding for the Town’s deteriorating infrastructure, pump stations and plants.

A Quick Budget Recap:

The FY2023 budget compared to the FY22 budget, as submitted:

- Rates increase to \$9.38 per 100 cubic feet
- Contains a 24.2% operations expense budget increase (cash basis)
- Projects that overall billable volume will increase slightly
- Estimates a 6.3% increase in operations budgeted revenue
- \$30,580,000 approved bonding for Priority Infrastructure updates

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 \$398,471. 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 @ 6/30/22 \$398,471

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 @ 6/30/22 \$2,088,703

Operating Expenditures

The recommended budget for cash operating expenses will increase \$386,425 in the coming year over the FY22 budget, or 24.2% and an increase of 27.3% from the FY2022 projected. Wages are budgeted to increase by 10.8%. Benefits will decrease by 0.5%, due primarily to the revised mix of employee participation in health insurance cost.

The Wastewater Division is currently budgeted with 8 full time employees, one full time Superintendent, Tony Griffin, and seven staff. The Teamsters Union negotiated a new three year contract effective 7/1/2022.

Significant increases in the FY23 budget are:

Wages #5100, full time Superintendent
Town Management Fees #5306, related to bond engineering costs, asset mgmt
Sludge Disposal #5366, increased vendor costs
Materials&Supplies, increased cost
Property&Casualty Insurance #5824, updated valuations

Last Year's Operational Expense Results

Fiscal 2022 projected results will end \$38,252 (or 2.4%) below the budget, primarily due to staffing shortage and subsequent lower benefits. There were several emergency repairs to mains and plant equipment which amounted to more than \$100,000 overbudget in Repairs and Maintenance.

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 FY22, we anticipate \$2,088,703 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 \$931,783 next year along with \$30,580,000 approved at June 2022 Town Meeting for Priority Infrastructure improvements.

Combined Sewer Overflow (CSO) Elimination Project

For the last two years we reported to the MDEP CSO flows of 3,816,212 (2022) and 971,376 (2020) 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. Part of the Priority Infrastructure projects is the upgrade the West Street Pump Station and implement I/I removal projects along Hancock Street, Holland Avenue and West Street which will help reduce CSO volumes further.

Plant Equipment

The plant on Ledgelawn 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. This budget supports a new comprehensive assessment of all the process related equipment, determination of hydraulic and loading capacity, and alternatives for increasing capacity to help inform future CSO reduction efforts for the downtown sewer system. 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 and makes sure the monies are directed to achieve the Town's goals for CSO reduction and future growth. As such, major equipment expenses have been pushed to out years in the CIP, such as the drive units for our two large clarifiers. The budget includes replacement of control gear to support the SCADA upgrades.

Pump Stations

West Street Pump Station, as a priority, will have a completed design and replaced in FY23 and will be paid out of bonded monies. Hancock Street PS is also scheduled for replacement along with Degregoire Park Pump Station. Both will be replaced using CIP appropriations. Hulls Cove Pump Station requires pump replacements which will also be paid for using CIP appropriations.

Equipment Replacement

Several pieces of aging equipment are scheduled for replacement over the coming five years. Our sewer cleaning equipment (a 16 year old sewer jet) will be replaced with a new sewer jet this year. Sewer cameras will also be upgraded to give crews the tools needed to assess our sewer mains/services.

The Sludge Truck (2008), used to haul our liquid and dewatered sludge to Unity for disposal, will be replaced in FY23. Two of the four pickup vehicles are scheduled for replacement over the next five years.

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 FY 2022 were at pre pandemic levels. We project total operating revenue to be 6.3% above the FY22 budget last year and be slightly higher than the projected FY22 final results due to anticipated higher volume from the summer '22 usage.

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 FY23 volume that will reach this year's budget and up 3% 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)

FY2022 Estimate	26,780,000
FY2021 Estimate	26,000,000
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

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. This budget requests an 18% increase in minimum charge as well as cost over minimum charge. The proposed rate will be \$9.38 per 100 cubic feet of usage for a minimum quarterly charge of \$56.28 or \$225.12/annually.

Historical Rate Increases:

FY2022 Budget	0.0%
FY2021 Actual	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 105 residential customers took advantage of this discount. Out of 1535 total customers, there are 991 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 52 customers have 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. Current projects/developments are Jackson Laboratory Day Care facility, Hamilton Hill subdivision, as well as Cottage Street B & B and Downtown employee housing proposed build.

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 January XX, 2023.

Respectfully submitted,

Sarah Gilbert,
Finance Director

Bethany Leavitt
Public Works Director

	Actual Last Year FY21	Budgeted This Year FY22	Estimate This Year FY22	Requested Next Year FY23
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Retained Earnings (Cash in Fund Balance)

FUND BALANCE -

Starting Fund Balance/Retained Earnings	2,197,763	2,767,893	2,796,896	2,409,917
Revenues & Other Sources - <i>cash in</i>	2,130,826	2,108,926	2,223,860	33,233,400
Operating Expenditures - <i>cash out</i>	1,384,894	1,593,883	1,555,631	1,980,308
Capital/Debt Expenditures - <i>cash Expended</i>	146,799	1,254,765	1,055,208	6,790,870
Ending Fund Balance/Retained Earnings	2,796,896	2,028,168	2,409,917	26,872,139
Designated Fund Balance/Retained Earnings				
Available for Working Capital (Note A)	388,186	178,343	321,214	62,523
Bonded Monies Remaining @ 6/30/23				25,380,000
Unfinished CIP Projects (Note B)	2,316,210	1,849,829	2,088,703	1,429,617
Total Reserved Retained Earnings	2,704,396	2,028,172	2,409,917	26,872,139

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Actual Cash on Hand	\$ 2,547,528	\$ 2,562,212
Less Designated For CIP (above)	\$ 2,316,210	\$ 2,088,703
Working Capital Needs:	\$ 388,186	\$ 398,471
(short) or above working capital needs	(\$156,868)	\$75,038

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 late October, we should reserve at least 3 months' operating expenses at the end of each fiscal year to get in the next fiscal year. This is calculated at three month's cash expenditures. i.e.- 25% of the total current expenditures (BTY) for the operating fund. For next fiscal year, this equals:

Cash Operating Expenditures Budget This	1,593,883
Three Month's Expenses	25%
Recommended Designation for Working C	\$398,471

B. Designation for Unfinished CIP Projects & Equipment Reserve

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

	Actual Last Year FY21	Budgeted This Year FY22	Estimated This Year FY22	Requested Next Year FY23	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>	2,061,077	2,070,000	2,133,033	2,200,000	130,000	66,967
Est. Rate Increase				400,000	--18% rate increase--	
	<i>ALY:YBL</i>	<i>BTY:ALY</i>	<i>ETY:BTY</i>	<i>RNY:ETY</i>	<i>RNY:BTY</i>	<i>RNY:ETY</i>
		0%	3%	21.9%	6.3%	3.1%

OTHER CUSTOMER CHARGES						
4928	Net Gain on Fixed Asset Disp	0	0	0	0	
4932	Sludge Dewatering	0	0	0	0	
4934	Septic Tank Dumping	5,278	5,500	18,975	6,000	9.1% -68.4%
4936	Connection Fees	3,672	6,000	3,915	6,000	
<i>Sub Total: Other Charges</i>		8,950	11,500	22,890	12,000	500 -10,890
			28%	156%	-48%	4.3% -47.6%

OTHER INCOME						
4600	Bond refinancing Proceeds	0	0	0	0	
4700	Interest on Investments	14,925	12,000	14,820	18,000	50.0% 21.5%
4704	Penalties for Late Payments	4,871	4,400	1,846	4,400	0.0% 138.4%
4928	Sale of Fixed Assets	0	0	0	0	
4938	Miscellaneous	971	2,000	1,255	2,000	0.0% 59.4%
4940	Lien Cost Reimbursements	5,516	6,500	3,532	5,000	-23.1% 41.6%
4944	Special Assessments	34,516	2,526	46,484	12,000	375.1% -74.2%
<i>Sub Total: Other Income</i>		60,799	27,426	67,937	41,400	13,974 -26,537
			-55%	12%	-39%	51.0% -39.1%

Total Operating Fund Revenues						
		2,130,826	2,108,926	2,223,860	2,653,400	25.8% 19.3%
						544,474 429,540
						<i>RNY:BTY RNY:ETY</i>

4600	Bond Proceeds				30,580,000	
	Total Revenues				33,233,400	

Actual	Budgeted	Estimated	Requested	Request's Change
Last Year	This Year	This Year	Next Year	From This Year's:
FY21	FY22	FY22	FY23	Budget
				Actual

Operating Fund Expenditures

51 PERSONNEL SERVICES (* = See Chart B)							
5100	Wages-Salaries *	46,039	47,283	77,952	82,368	74.2%	5.7%
5105	Wages-Hourly Full Time *(7)	369,875	407,207	322,736	406,099	-0.3%	25.8%
5110	Wages-Overtime *	52,101	42,873	48,815	62,848	46.6%	28.7%
5130	Wages-Summer/Seasonal *	0	0	0	0	n/a	n/a
5170	Old Account	0	0	0	0		
5175	Wages - Vacation Accruals	2,570	2,600	6,012	2,600	0.0%	-56.8%
Total Personnel Services		470,585	499,962	455,515	553,915	10.8%	21.6%
				<i>44,447</i>		<i>53,953</i>	<i>98,400</i>
52 EMPLOYEE BENEFITS (* = See Chart B)							
5160	ICMA Retirement *	2,994	3,074	2,245	0	n/a	n/a
5200	FICA & Medicare *	31,011	38,048	30,461	42,176	10.8%	38.5%
5210	MSRS Retirement *	22,737	46,358	36,071	56,234	21.3%	55.9%
5215	Workers' Compensation *	11,089	12,080	14,782	14,003	15.9%	-5.3%
5220	Unemployment Compensation *	1,193	1,397	1,228	1,781	27.5%	45.0%
5225	Health Insurance * - (6.0)	90,536	114,184	76,141	98,571	-13.7%	29.5%
5230	Health Insurance Opt Out - (2)	8,525	23,000	11,299	23,000	0.0%	103.6%
5245	Retirement Health Savings Acct. *	207	700	658	700	0.0%	6.4%
5255	Innoculations & Physical Exams	423	400	0	400	0.0%	n/a
5290	HRA-Health Reimb. Acct	9,390	21,000	13,180	22,000	4.8%	66.9%
Total Employee Benefits		178,105	260,242	186,065	258,865	-0.5%	39.1%
53 CONTRACTUAL SERVICES (* = See Chart C)							
5300	Alarms & Paging *	515	530	716	530	0.0%	-26.0%
5304	Audit & Accounting	2,200	2,400	2,400	2,800	16.7%	16.7%
5306	Town Management Fees *	82,091	82,996	82,996	166,733	100.9%	100.9%
5308	Billing Processing	800	800	0	0	n/a	n/a
5310	Office and Lab Cleaning	6,490	7,000	6,600	7,000	0.0%	6.1%
5311	Special Waste Cleaning *	0	12,500	0	15,000	20.0%	n/a
5312	Pump Station Pumping *	1,385	3,300	0	3,300	0.0%	n/a
5314	Copier, Post M, TmClck	2,454	2,500	4,260	4,500	80.0%	5.6%
5326	Engineering *	5,527	2,000	543	2,500	25.0%	360.4%
5330	Wet Well Prep & Painting	0	0	0	0	n/a	n/a
5332	Generator Service *	12,861	12,950	11,427	13,000	0.4%	13.8%
5334	General Professional Fees	3,733	2,400	990	2,400	0.0%	142.4%
5336	General Equipment Maintenance*	0	2,010	0	2,310	14.9%	n/a
5340	Legal Services	2,293	800	0	800	0.0%	n/a
5348	Mowing / Grounds Maint.	4,849	4,000	4,074	5,000	25.0%	22.7%
5358	Heating System				1,500		
5364	Rental of Equipment	648	600	243	1,000	66.7%	311.5%
5366	Sludge Disposal *	43,733	53,950	76,074	110,000	103.9%	44.6%
5368	Technology Licenses & Support *	16,293	19,800	9,942	20,545	3.8%	106.6%
5378	Testing - Equipment	2,287	2,000	626	3,000	50.0%	379.2%
5380	Testing - Drug & Alcohol	594	700	375	700	0.0%	86.7%
5384	Laboratory Testing	1,786	11,500	6,412	11,500	0.0%	79.4%
5388	Uniform Cleaning & Rental	12,386	11,000	13,422	0	n/a	n/a
Total Contractual Services		202,925	235,736	221,100	374,118	58.7%	69.2%

14,636

138,382 153,018

Actual	Budgeted	Estimated	Requested	Request's Change
Last Year	This Year	This Year	Next Year	From This Year's:
FY21	FY22	FY22	FY23	Budget Estimate

OPERATING FUND EXPENDITURES Page 2

54 MATERIALS & SUPPLIES (* = See Chart D)

5410	Clothing Purchases*	4,483	5,000	3,305	15,000	200.0%	353.9%
5412	Copier & Printer Supplies	429	1,000	0	1,000	0.0%	n/a
5418	Forms, Checks, Etc.	459	800	0	800	0.0%	n/a
5424	Sodium Hypochlorite *	19,161	20,000	14,691	44,000	120.0%	199.5%
5428	Lab Supplies	10,772	11,000	13,931	18,000	63.6%	29.2%
5432	Flo Mtrs & Batteries	5,823	6,300	4,667	6,300	0.0%	35.0%
5436	Office Supplies	2,275	1,400	1,393	2,000	42.9%	43.6%
5438	Operating Supplies	20,944	18,000	22,013	22,000	22.2%	-0.1%
5441	Magnesium Hydroxide & Other *	39,150	69,000	19,996	69,000	0.0%	245.1%
5442	Polymer Supplies *	17,823	17,500	21,138	21,500	22.9%	1.7%
5444	Safety Supplies	1,968	2,800	1,512	2,800	0.0%	85.2%
5452	Sodium Bisulphite *	4,775	6,500	9,158	20,000	207.7%	118.4%
5458	Vehicle Supplies*	11,976	7,000	6,633	8,000	14.3%	20.6%
Total Materials & Supplies		140,038	166,300	118,437	230,400	38.5%	94.5%
				47,863		64,100	111,963

55 UTILITIES & COMMODITIES (* = See Chart D)

5504	Electricity - Plants	103,098	109,000	112,260	123,000	12.8%	9.6%
5506	Electricity - Pumping	57,095	67,000	76,908	84,700	26.4%	10.1%
5508	#2 Heating Oil*	16,039	17,652	18,829	26,910	52.4%	42.9%
5512	Cable Weather Channel	812	840	917	900	7.1%	-1.9%
5514	Motor Fuel - Diesel	6,627	10,000	17,288	25,000	150.0%	44.6%
5516	Motor Fuel - Unleaded Gasoline	9,012	13,000	14,200	25,000	92.3%	76.1%
5518	Motor Oils & Grease	876	2,200	3,475	5,000	127.3%	43.9%
5520	Propane	4,738	4,500	6,050	10,000	122.2%	65.3%
5528	Telephone & Cellular	7,507	5,500	5,377	10,000	81.8%	86.0%
5530	Water	11,746	10,000	8,770	10,000	0.0%	14.0%
Total Utilities & Commodities		217,550	239,692	264,074	320,510	33.7%	21.4%
				(24,382)		80,818	56,436

56 REPAIRS & MAINTENANCE (*=See Chart E)

5602	Buildings	1,046	10,000	4,462	10,000	0.0%	124.1%
5616	Line Equipment *	26,352	25,500	11,418	25,500	0.0%	123.3%
5628	Mains & Services	32,027	36,000	137,691	50,000	38.9%	-63.7%
5634	Plant Equipment	39,225	37,000	69,806	50,000	35.1%	-28.4%
5640	Pump Station Equipment	12,924	23,000	14,946	23,000	0.0%	53.9%
5644	Radios				1,000		
5658	Vehicles - Repair by Others	7,378	7,000	4,967	7,000	0.0%	40.9%
Total Repairs & Maintenance		118,952	138,500	243,290	166,500	20.2%	-31.6%
				(104,790)		28,000	-76,790

	Actual Last Year FY21	Budgeted This Year FY22	Estimated This Year FY22	Requested Next Year FY23	Request's Change From This Year's: Budget	Estimate
OPERATING FUND EXPENDITURES						
						<i>Page 3</i>

57 EQUIPMENT PURCHASES

5700	Technology Equipment *	3,592	4,000	8,692	12,000	200.0%	38.1%
5702	Office Equipment *	5,181	0	4,514	1,000	n/a	-77.8%
5704	Operating Equipment *	2,280	3,000	3,340	3,000	0.0%	-10.2%
Total Equipment Purchases		11,053	7,000	16,546	16,000	128.6%	-3.3%
				<i>(9,546)</i>		<i>9,000</i>	<i>-546</i>

58 OTHER EXPENSES, TRAVEL, ETC.

5800	Advertising	1,647	500	1,239	1,000	100.0%	-19.3%
5802	Uncollectable Customer Accts.	0	1,300	0	1,300		0.0%
5808	Dues & Licenses	1,280	1,600	5,090	4,000	150.0%	-21.4%
5822	Insurance: Liability & Crime	6,133	6,600	5,964	6,600	0.0%	10.7%
5824	Insurance: Property & Casualty	14,711	10,000	24,892	25,000	150.0%	0.4%
5826	Insurance: Automobiles	5,620	6,400	5,565	6,400	0.0%	15.0%
5832	Facility Permits & Fees	4,370	5,000	3,820	5,000	0.0%	30.9%
5836	Postage & Shipping	1,585	3,300	1,707	3,300	0.0%	93.3%
5838	Registry & Lien Costs	2,721	4,000	954	2,000	-50.0%	109.6%
5844	Training, Workshops, Etc.	7,319	4,400	764	4,400	0.0%	475.9%
5846	Travel: Rooms, Miles & Meals	300	3,350	609	1,000	-70.1%	64.2%
Total Other Expenses, Travel, Etc.		45,686	46,450	50,604	60,000	29.2%	18.6%
				<i>(4,154)</i>		<i>13,550</i>	<i>9,396</i>

88 OPERATING TRANSFERS OUT

5980		0	0	0	0		
Total Operating Transfers Out		0	0	0	0		

Total Operating Fund Expenditures		1,384,894	1,593,883	1,555,631	1,980,308	24.2%	27.3%
Increase (Decrease)				<i>0.0%</i>		<i>386,425</i>	<i>424,677</i>
			<i>38,252</i>				

Capital Fund Expenditures Plan 0

Capital Improvement Program

Year By Year Overview

Yr.End Bal. This Year FY22	Account Description	Year One FY23			Year Two FY24			Year Three FY25			Year Four FY26			Year Five FY27		
		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	55,750	55,750	0	53,950	53,950	0	52,150	52,150	0	55,000	55,000	0	52,500	52,500	0
0	Bond Issue Q: Sewer Rehab 2011	92,080	92,080	0	92,229	92,229	0	92,308	92,308	0	92,318	92,318	0	97,184	97,184	0
0	Priority Infrastructure 2023	400,000	400,000	0	600,000	600,000	0	600,000	600,000	0	600,000	600,000	0	600,000	600,000	0
	Projects & Facilities (See Chart A)															
0	Pump Station Replacements	3,000,000	3,000,000	0	0	0	0	0	0	0	0	0	0	0	0	0
479,744	Pump Stations Degregoire Park	5,270,000	200,000	5,549,744	50,000	2,500,000	3,099,744	25,000	1,500,000	1,624,744	25,000	1,500,000	149,744	30,000	22,500	157,244
179,994	CSO/Plant Treatmnt Optimization	300,000	200,000	279,994	25,000	100,000	204,994	10,000	30,000	184,994	20,000	20,000	184,994	20,000	20,000	184,994
91,486	DeGregoire Plant - SCADA & Equipment	10,000	10,000	91,486	10,000	0	101,486	10,000	0	111,486	10,000	0	121,486	10,000	0	131,486
125,599	Hulls Cove Plant -SCADA&Equipment	50,000	50,000	125,599	10,000	0	135,599	10,000	0	145,599	20,000	0	165,599	20,000	0	185,599
322,482	Main Treatment Plant - Equipment	40,000	88,500	273,982	40,000	0	313,982	10,000	300,000	23,982	60,000	0	83,982	30,000	0	113,982
(142,108)	CSO-Sewer Mains & Services	22,010,000	2,000,000	19,867,892	50,000	3,000,000	16,917,892	75,000	2,000,000	14,992,892	75,000	1,250,000	13,817,892	50,000	15,000	13,852,892
	Equipment & Vehicles (See Chart A)															
16,246	Air Compressor, mobile	696	0	16,942	696	16,000	1,637	696	0	2,333	696	0	3,029	696	0	3,724
0	Backhoe	29,500	29,500	0	0	0	0	0	0	0	0	0	0	0	0	0
109,006	Generators, Backup - (10)	17,152	70,000	56,158	16,067	70,000	2,225	16,067	0	18,292	16,067	0	34,359	16,067	0	50,426
51,061	GIS System, incl. support eqpmt	3,000		54,061	3,000	56,000	1,061	3,000	0	4,061	3,000	0	7,061	3,000	0	10,061
17,499	Line Eq-Flo Totes (5) + spares	5,833	0	23,332	5,833		29,166	5,833	14,000	20,999	5,833	15,000	11,832	5,833	0	17,666
53,067	Sewer Cameras	20,000	70,000	3,067	20,000	0	23,067	20,000	0	43,067	20,000	0	63,067	20,000	0	83,067
279,432	Communication Systems-SCADA	38,047	0	317,479	38,047	140,000	215,526	38,047		253,573	38,047		291,620	38,047		329,667
9,801	Cartegraph System	6,683	4,600	11,884	6,683	4,600	13,968	5,000	4,600	14,368	5,000	4,600	14,768	5,000	4,600	15,168
0	Rain Gauge & USB Logger	545	0	545	545	0	1,091	545	0	1,636	545	0	2,182	545	0	2,727
2,730	Spectrophotometer/Lab Eqpmnt	700	0	3,430	700	0	4,130	700	0	4,830	700	0	5,530	700	5,600	630
0	Old account	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
292,451	Sewer Jet / Vacuum Truck	20,000	300,000	12,451	25,000	0	37,451	25,000	0	62,451	25,000	0	87,451	30,000	0	117,451
13,854	Issco Samplers (5)	3,250	0	17,104	3,250	6,000	14,354	3,250		17,604	3,250	0	20,854	3,250	0	24,104
28,375	Pickup Trucks (4)	24,000	8,000	44,375	24,000	44,000	24,375	24,000	0	48,375	24,000	37,000	35,375	24,000	0	59,375
0	PWDirector Vehicle	12,440	12,440	0	12,440	0	12,440	12,440	0	24,880	12,440	0	37,320	12,440	0	49,760
0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
117,937	Sludge Truck w/Containers	85,000	200,000	2,937	20,000	0	22,937	20,000	0	42,937	20,000	0	62,937	25,000	0	87,937
34,594	Sludge Truck Liquid Tank	2,857	0	37,451	2,857	0	40,308	2,857	40,000	3,165	2,857	0	6,023	2,857	0	8,880
5,453	Triton Flo Meters (5)	4,250	0	9,703	4,250	0	13,953	4,250	18,000	203	4,250	0	4,453	4,250	0	8,703
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
2,088,703	Total	31,511,783	6,790,870	26,809,617	1,124,548	6,682,779	21,251,385	1,166,143	4,651,058	17,666,471	1,139,003	3,573,918	15,231,556	1,101,369	817,384	15,515,542
	<i>Total without bonds</i>	931,783	1,590,870	26,809,617	0	0	21,251,385	0	0	17,666,471	0	0	15,231,556	1,101,369	0	15,515,542
	<i>New Bond monies</i>	30,580,000	5,200,000		0			0			0					

Equipment Replacement Schedule

Wastewater Division

Capital Improvement Program

Acct No.	Description of Present Equipment	2023			Original Cost Equipped	Proposed Years Until Replaced	Current Replacement Cost	Straight Line Funding Year One
		FY in Service	Replacement	Replacement				
			Fiscal Year	Age				
Sewer Cameras								
6818	Camera, Ibak, Saturn III w/ pan & tilt	2014	2025	11	97,580	2	0	0
	New reel system for 2014 Ibak	2019	2029	8	35,391	6	120,000	15,000
	Upgraded camera system	2023	2023	10	70,000	10	70,000	7,000
	Camera, Service: Nano-L, Push Camera system	2019	2029	10	19,651	6	25,000	2,500
	<i>Total Sewer Cameras</i>				222,622			24,500
Communication Systems								
6820	Phone System - Main Plant	2013	2024	11	8,500	1	10,000	909
	WAN Network Equipment	2013	2026	13	9,850	3	11,000	846
	Hart Communication Systm	2018	2026	8	5,410	3	6,000	750
	Pump Stations (10) PLC Radio System	2012	2028	16	270,000	5	270,000	16,875
	Main St. Pmp Sta PLC Radio System	various	2023	15	25,000	0	40,000	2,667
	Plants (3) PLC Radio Systems	various	2023	10			160,000	16,000
	<i>Total Communication Systems</i>				318,760			38,047
Vehicles								
6830	Pickup Truck, 2016, GMC 2500, Insp.#43	2016	2024	8	34,330	1	36,000	4,500
	Line Pickup, '21 GMC Silverado, #44	2022	2029	7	82,880	6	83,000	11,857
	Pickup Truck, 2018 GMC pu ,line#2-#47	2018	2026	8	34,063	3	37,000	4,625
	Pickup Truck, F350, Mech. Maint/Plant -#45	2020	2028	8	58,133	5	59,000	7,375
	Plow for PU Truck		2023	6	8,000	6	8,000	1,333
	Subtotal - annual funding 4 vehicles							29,690
6826	Sewer Jet/Vacuum Truck	new	2023			0	300,000	20,000
6836	Sludge Truck, Volvo D-13, swap loader body	2008	2023	15	138,124	0	143,000	9,533
	<i>Total Vehicles</i>				355,530			
Equipment								
6811	Compressor, Air, Ingersoll/Rand XP185-KL222	2001	2024	23	12,027	1	16,000	696
6814	GIS/ESRI Software, Laptops, GPS Unit, ESRI	2010	2023	13	26,000	0	28,000	2,154
6816	Flo Totes - 5, plus spares	Var			30,000	6	35,000	5,833
6821	Citizen Self Srv & Asset Mgt. Softwr	2015	2027	12	25,000	4	25,000	2,083
6823	Rain Gauge & Logger, Sigma "Rain Logger"	2011	2022	11	5,000	0	6,000	545
6825	Spectrophotometer/Lab Equipment	2021	2027	8	5,221	4	5,600	700
	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	2	40,000	2,857
6838	Triton Flo Meters (5)	2018	2025	7	16,275	2	18,000	2,571
	<i>Total Equipment</i>				245,716			20,690

Acct No.	Description of Present Equipment	FY in Service	2023		Original Cost Equipped	Proposed Years Until Replaced	Current Replacement Cost	Straight Line Funding Year One
			Replacement Fiscal Year	Replacement Age				
Plants								
6809	Main Treatment Plant & Eq	1998	2028	30	8,348,671	5	n/a	21,000
6808	Hulls Cove Treatment Plant & Eq	2001	2031	30	1,386,014	8	n/a	3,000
6805	DeGregoire Park Treatment Plant & Eq	1974	2025	51	162,779	2	n/a	10,000
<i>Total Plants</i>					9,897,464			34,000
Mains								
6810	Sewer Mains, Manholes & Services	Varies	n/a	75	8,460,000	n/a	8,500,000	113,333
Pump Stations (12)								
6802	Main St. Pump Station & WWell	1974/1998	2024	50	368,937	1	3,000,000	20,000
6802	Hulls Cove Pump Station & WWell	1974/2001	2024	50	216,557	6	400,000	5,000
6802	Hulls Cove Pump Station & Wwell-PWrksFacilityt	1999	2024	30	25,000	3	100,000	5,000
6802	Albert Meadow Pump Station & WWell	2015	2045	30	86,867	23	87,000	2,900
6802	Ferry Terminal Pump Station & WWell	2006	2041	35	58,900	19	60,000	1,714
6802	Hancock Street Pump Station	1974	2023	49	56,500	0	400,000	8,163
6802	Rodick Street Pump Station & WWell	1974	2024	50	56,500	1	100,000	2,000
6802	Wilcomb Lane Pump Station - no Gen.	2000	2035	35	31,000	12	33,000	943
6802	West Street Pump Station & WWell	1974	2023	49	70,000	0	600,000	12,245
6802	Town Pier Pump Station-no Gen.	2013	2048	35	27,508	25	35,000	1,000
6802	Degregoire Pump Station	1974	2023	50	22,000	0	150,000	3,000
6802	Ocean Avenue Pump Station & WWell	2013	2048	35	126,378	25	150,000	4,286
<i>Total Pump Stations</i>					1,146,147			66,251
Generators (10)								
6812	Generator, Hulls Cove P/S, Onan, 60 KW	2018	2048	30	42,783	25	46,000	1,533
6812	Generator, Hulls Cove Plant, Onan, 85 KW	2015	2045	30	66,000	22	70,000	2,333
6812	Generator, Main Plant, Onan, 300 KW	1997	2023	26	41,000	0	70,000	2,692
6812	Generator, Main Street P/S, Onan, 230 KW	1997	2024	27	33,500	1	70,000	2,593
6812	Generator, West St. P/S, Onan 35 KW, Quiet Site	2003	2033	30	26,990	10	39,000	1,300
6812	Generator, Rodick St. P/S, Onan 40 KW, Quiet Site	2007	2037	30	34,525	14	44,000	1,467
6812	Generator, Albert Meadow, Onan 35KW, Quiet Site	2005	2035	30	25,000	12	38,000	1,267
6812	Generator, Ferry Term., Onan, 50 KW, Quiet Site	2005	2035	30	28,050	12	48,000	1,600
6812	Generator, DeGregoire Pk., Onan, 35 KW, Quiet Sit	2008	2038	30	31,048	15	38,000	1,267
6812	Generator, Hancock St.;	2023	2053	30	0	30		
6812	Generator, Ocean Ave. Onan, 35 KW, Quiet Site	2013	2043	30	31,150	21	33,000	1,100
<i>Total Generators</i>					360,046			17,152
Total Wastewater Division					12,546,285			313,973

Table of Contents - Charts

Detail Charts

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C.I.P. Details

Chart A

Capital Improvement Program Narrative

1 of 3

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
---	--------------

Approved Bonding:	FY23-26	\$	300,000		
Engineering - Modeling and Metering				FY23 Spending	\$ 200,000

Sewer Mains & Services	#6810
-----------------------------------	--------------

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 - FY27	<i>Cost</i>
--------------------	-------------

Approved Bonding:	\$	22,010,000			
System Needs, as per bond			FY23 Spending	\$	2,000,000

Pump Station Replacement & Storage	#6802
---	--------------

The Town has three pumping stations which are integral to our three treatment plants, plus an additional nine stand-alone pump stations. Of those nine, 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, Hancock St. and Degregoire pump stations as part of the bonded CSO Elimination Project.

FY21 - FY27	<i>Cost</i>
--------------------	-------------

Approved Bonding:	\$8,270,000				
Improvements include storage systems			FY23 Spending	\$	3,000,000

DeGregoire Plant - Equipment	#6805
-------------------------------------	--------------

We've setup a plant equipment CIP account for things like sludge pumps and other major pieces of plant equipment.

SCADA equipment purchase	\$	10,000.00
--------------------------	----	-----------

Hulls Cove Plant - Equipment	#6808
-------------------------------------	--------------

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.

SCADA equipment purchase and pump Replacements	\$	50,000.00
--	----	-----------

Main Treatment Plant - Equipment	#6809
---	--------------

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.

FY23	Window Replacements		\$35,000
FY23	Propane Heat system - 3 bay garage	(carry from FY22)	\$5,500
FY23	Spare Pump assemblies	(carry from FY22)	\$8,000
FY23	Add Baffles to Plant Clarifiers	(carry from FY22)	\$40,000
FY23	SCADA		\$60,000

C.I.P. Details - Spending Estimates **CHART A**

Capital Improvement Program

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 FY24.

\$ 16,000

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 fcombo sewer jet/vacuum truck in FY23.

Generators #6812

The DEP is encouraging us to install & maintain standby power for all of our facilities. The Main Plant generator will be replaced in FY23 and the Main St. generator will be replaced in FY24

FY23	Main Plant generator		\$70,000
FY24	Main St. generator		\$ 70,000

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. Possible install of fiber for (3) main plants.

Possible Upgrades/Mapping/Fiber Network	FY23	\$28,000
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Flo Totes (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 of new Camera system	FY23	\$70,000
-------------------------------	------	-----------------

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 sytems 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 sytem 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

C.I.P. Details - Spending Estimates	CHART A
Capital Improvement Program	<i>3 of 3</i>

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.

Upgrade to PLC radio Systems	FY23	\$60,000
SCADA system upgrades	FY23	\$80,000

Cartegraph& Mgt. Software Systems	#6821
--	--------------

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.

	FY23	\$4,600
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Rain Gauge & USB Logger	#6823
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Equipment necessary to track rain events for CSO documentation

Spectrophotometer / Lab Equipment	#6825
--	--------------

Various lab Equipment necessary to test influent & effluent

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 FY23

	FY23	\$300,000
--	------	------------------

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.

	FY24	6,000
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4 WW Pickup Trucks	#6830
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Plow Equipment	FY23	\$ 8,000
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Sludge Truck w/Containers	#6836
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This is 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.

	FY23	\$200,000
--	------	------------------

Sludge Truck Liquid Tank	#6837
---------------------------------	--------------

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 FY25.

Triton Flo Meters (3)	#6838
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3 Purchased in 2021

Personnel Services & Benefits

Chart B

51 PERSONNEL SERVICES

HOURLY RATE CALCULATIONS					Fiscal Year Starting: July 1, 2022	
Classification	FY22 Base Rate This Yr.	Union Wage Incr	One Time Adjust- ment	FY23 Base Rate This July		
Superintendent	0.00	0.00	0.00	0.00	COLA 7.0%	Salary Non Union
Operations Manager	26.24	4.03	0.00	30.28		Union
Maint worker II	25.51	0.00	0.00	25.51		Union
Regulatory Compliance	39.59	0.00	0.00	39.60		Union
Maintenance Worker I	22.54	2.30	0.00	24.85		Union
Maintenance Tech I	23.85	4.46	0.00	28.31		Union
Maintenance Tech I	23.21	3.99	0.00	27.20		Union
Maintenance Worker I	22.04	2.55	0.00	24.60		Union
Maintenance Tech II	26.39	4.40		30.79		Union
		0.00	0.00	0.00		

Classification	Hourly Rate Authorized Base Rate Next Yr.	LONGEVITY PAY		Total Hourly Rate Next Yr.	Name
		Seniority Date	Years of Service		
Superintendent	\$39.60	6/27/06		\$39.60	TG
Operations Manager	\$30.28	8/13/2018	\$0.61	\$30.89	ES
Maint worker II	\$25.51			\$25.51	Vacant
Maint worker II					
Maintenance Worker I	\$24.85	4/12/2021	\$0.25	\$25.10	AT
Maintenance Tech I	\$28.31	12/21/2020	\$0.29	\$28.60	JD
Maintenance Tech I	\$27.20	6/21/1999	\$1.65	\$28.84	SY
Maintenance Worker I	\$24.60	6/21/2021		\$24.60	JD
Process Control Mgr	\$30.79	8/17/2015	\$0.90	\$31.70	PK
0	\$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	2,080						82,368
Operations Manager	1	2,080	0	0	0	0	0	64,251
Maint worker II	1	2,080	0	0	0	0	0	53,061
Maint worker II	0	2,080	0	0	0	0	0	0
Maintenance Worker I	1	2,080	0	0	0	0	0	52,208
Maintenance Tech I	1	2,080	0	0	0	0	0	59,488
Maintenance Tech I	1	2,080	0	0	0	0	0	59,987
Maintenance Worker I	1	2,080	0	0	0	0	0	51,168
Process Control Mgr	1	2,080	0	0	0	0	0	65,936
Regular Hrly wages	7.0	16,640						406,099
Overtime - (5)			1,380	220	\$ 33.03			52,848
Next Year's Total	7.0	16,640	1,380	220				\$541,315

~~ Personnel Services Continued on Next Page ~~

PERSONNEL SERVICES & BENEFITS

CHART B

Page 2

BREAKOUT OF WAGES	Account Number	Gross Pay
Wages - Salaries	5100	82,368
Wages-Hourly Full Time	5105	406,099
Wages=Overtime	5110	62,848
Hourly Wage Totals		<u>\$ 551,315</u>

Historical Overtime:

FY2022 Bud	1,600
FY2021 Bud	1,173
CY 2021	1,403
CY 2020	1,046
CY 2019	1,168
	<u>3,617</u>
3 Year Avg.	1,206

52 EMPLOYEE BENEFITS

	Gross Wages Next Year	ICMA Retirement	FICA & Medicare	MSRS Retirement	Workers Comp.	Unemployment	Health Insurance
FY2022 Bud	\$551,315	\$0	\$42,176	\$56,234	\$14,003	\$1,781	\$98,571
	Rates ->	Up To 6.50% of Gross	7.65% of Gross Wages	10.20% of Gross	2.54% of Gross	2.12% Of Regular Wages (8 FTE up to \$12,000)	Family Adult&Child \$1,718.16 \$1,250.00 Single \$766.00 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 100% of the maximum out of pocket costs; 78% representing MMA est. past experience for typical family.

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		1,800
Total General Equipment Maintenance		\$2,310

5366 SLUDGE DISPOSAL			
	<i>Tons</i>	<i>Cost/Ton</i>	
Estimated Use	<i>Next Yr.</i>	<i>Next Yr.</i>	
New England Waste (Casella)(Bio solids)			
Treatment and Disposal	1,000	\$110.00	110,000
FY21 \$71.22/Ton - 940 tons			
FY20 \$64.67/Ton - 785 tons			
Total Sludge Disposal			\$110,000

5368 TECHNOLOGY LICENSES & SUPPORT

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>	<i>Requested Next Year</i>
ArcView - ESRI - GIS mapping software license - Single Use, Secondary Maint.	650
General Code - Laserfiche	325
Tyler Tech. - Utility bill offtware lic.	1,450
People GIS - Mapping software	2,200
PTC, Inc. - GE Suite -Allows SCADA to talk to PLC's	320
Pipelogix, Inc - IT pipes (camera system to GIS software)	1,650
Pamlico/OMS/Cartegraph - Asset Mgt. System-Track age, location, maint. of equipment (50% w/water)	4,000
MSDS Source/Miller - SDS Mgt. access thru the internet (50% share w/Water)	750
ADS- Wireless hosting/meter read data for flometers/cso	5,500
TiSales/Ayyeka - Manhole monitoring of FloMtrs - CSO mandate	300
Inductive Automation/Hechtman - SCADA (System Control And Data Acquisition) (50% w/water)	3,400
This is the software that runs the plant.	
Total Technology Licenses and Support	\$20,545

5378 EQUIPMENT TESTING & CALIBRATION

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	1,650
Backflow testing	800
Other Equipment	550
Total Equipment Testing & Calibration	\$3,000

<i>Materials & Supplies</i>	<i>Chart D</i>
--	-----------------------

5424 SODIUM HYPOCHLORITE

Seasonally, we add sodium hypochlorite as a primary to disinfect our effluent, which is the equivalent of super str 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/# 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.

<i>Utilities & Commodities</i>

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 11/1/20 to 11/2/22 @ .0702 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 11/1/20 to 11/2/22 @ .0702; avoiding "demand" spike

5508 HEATING OIL

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

Historical Use	<i>Fiscal Year</i>	<i>Gals. Bought</i>		<i>Requested Next Year</i>
	FY18	7,785		
	FY19	9,463		
	FY20	10,932		
	FY21	10,400		
	<i>Average</i>	<i>9,645</i>		
Estimated Use				
This Year	FY22	10,058	\$2.4300	
Next Year	FY23	9,645	\$2.7900	26,910

Repairs & Maintenance

Chart E

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	3,000
Computer & component replacements	4,250
Access to water modelling software-split with Water Div.	4,750
	0
	0
Total Technology Equipment Purchases	\$12,000

5702 OFFICE EQUIPMENT - PURCHASE	<i>Requested Next Year</i>
Various Office Furniture replacements	1,000
Total Office Equipment Purchases	\$1,000

5704 OPERATING EQUIPMENT - PURCHASE	<i>Requested Next Year</i>
Replace life ring cabinets @ HCove & MnPlantt	3,000
	0
	0
Total Operating Equipment Purchases	\$3,000

Net Income Statement

Chart F

(audit format with full depreciaton & accruals)
GASB (audit) format-Exh F

	Actual Last Year FY21	Budgeted This Year FY22	Estimated This Year FY22	Requested Next Year FY23	Change: E.T.Y.vs. R.N.Y.
OPERATING REVENUES:					
Charges for Services	2,070,998	2,083,500	2,157,178	2,614,000	456,822
Interest (on late payments+lien costs)	10,387	10,900	5,378	9,400	4,022
Total Operating Revenues	2,081,385	2,094,400	2,162,556	2,623,400	460,844
Change in Charges >>			3.5%	21.2%	
OPERATING EXPENDITURES:					
Wages & Benefits	648,690	760,205	641,580	812,780	171,200
Contractual Services	202,925	235,736	221,100	374,118	153,018
Utilities & Commodities	217,550	239,692	264,074	320,510	56,436
Repairs & Maintenance	118,952	138,500	243,290	166,500	(76,790)
Equipment Purchases	11,053	7,000	16,546	16,000	(546)
Other Expenses, Travel, Etc.	45,686	46,450	50,604	60,000	9,396
Depreciation & Amortization	542,994	539,000	545,550	546,000	450
Materials & Supplies	140,038	166,300	118,437	230,400	111,963
Total Operating Expenditures	1,927,888	2,132,883	2,101,181	2,526,308	425,127
			-1.5%	20.2%	
Net Operating Income	<u>153,497</u>	<u>(38,483)</u>	<u>61,375</u>	<u>97,092</u>	<u>35,717</u>
NON-OPERATING REVENUES (EXPENSES)					
Interest Revenue (Investment)	14,925	12,000	22,000	18,000	(4,000)
Gain/(Loss) on Disposal of Assets	(17,125)	0	0	0	0
Special Assessments Rev	34,516	2,526	46,484	12,000	(34,484)
Related to Pensions (audit adj)	(27,637)	0	0	0	0
Less Interest Expense	(38,441)	(38,834)	(35,333)	(100,000)	(64,667)
Total Non-Operating Revenue (Expense)	(33,762)	(24,308)	33,151	(70,000)	(103,151)
NET INCOME (LOSS) YTD	119,735	(62,791)	94,526	27,092	(67,434)

Sewer Budget

Sewer Rate Schedule**Chart G**

<i>Type of Fee</i>	<i>Measure</i>	<i>Old Rate</i>	<i>New Rate</i>	<i>Percent</i>
		<i>FY22</i>	<i>FY23</i>	<i>Change</i>
	Per 100 cubic Feet of Water Used	\$7.95	\$9.38	18.0%
Minimum Bills: (per quarter)				
- Residential Customers	Based on 600 Cu. Ft. of Water Used	\$47.70	\$56.28	18.0%
- Non-Residential Cust.	Based on 1700 Cu. Ft. of Water Used	\$135.15	\$159.46	18.0%
- Unmetered Customers	Based on 1300 Cu. Ft. of Water Used	\$103.35	\$121.94	18.0%
Septic Tank Pumpage	Per 100 Gallons	\$11.22	\$13.24	18.0%
Sludge Disposal	Per 100 Gallons	\$6.72	\$7.93	18.0%
Connection Fee Rate (COLA)	Per Gallon of Sewage Per Day	\$11.26	\$13.29	18.0%
	Per Inch of Sewer Service Diameter	\$102	\$120	17.6%
Late Payment Penalty (Note A)	Per Annum	8.0%	4.0%	

Debt Service

A Responsibility of the Finance Department

Bond Issue D

USDA RURAL DEVELOPMENT REFUNDING ISSUE--HULLS COVE SEWER

Original Principal = \$800,000	Lender: Roosevelt & Cross, Inc.
Issued: 2/1/05	Paying agent: USBank St. Paul
Interest Rate = 2.0% - 5.0% (Avg. - 3.83%)	Agent fee: None
Notes: 2005 (Refinanced two 12/15/00 & 9/10/15)	No longer can be refinanced
Payment Dates: April 15 (interest only) & October 15 (principal and interest)	

FY	Date	Interest Rate	Principal Payment	Interest Payment	Payment Total	Fiscal Year Total
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	
	4/15/26			1,875.00	1,875.00	50,900.00
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	50,625.00
Totals			235,000.00	28,725.00	263,725.00	263,725.00

~~ Debt Service Continued on Next Page ~~

Debt Service

A Responsibility of the Finance Department

Bond Issue G

SEWER SYSTEM IMPROVEMENTS: 2011

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)

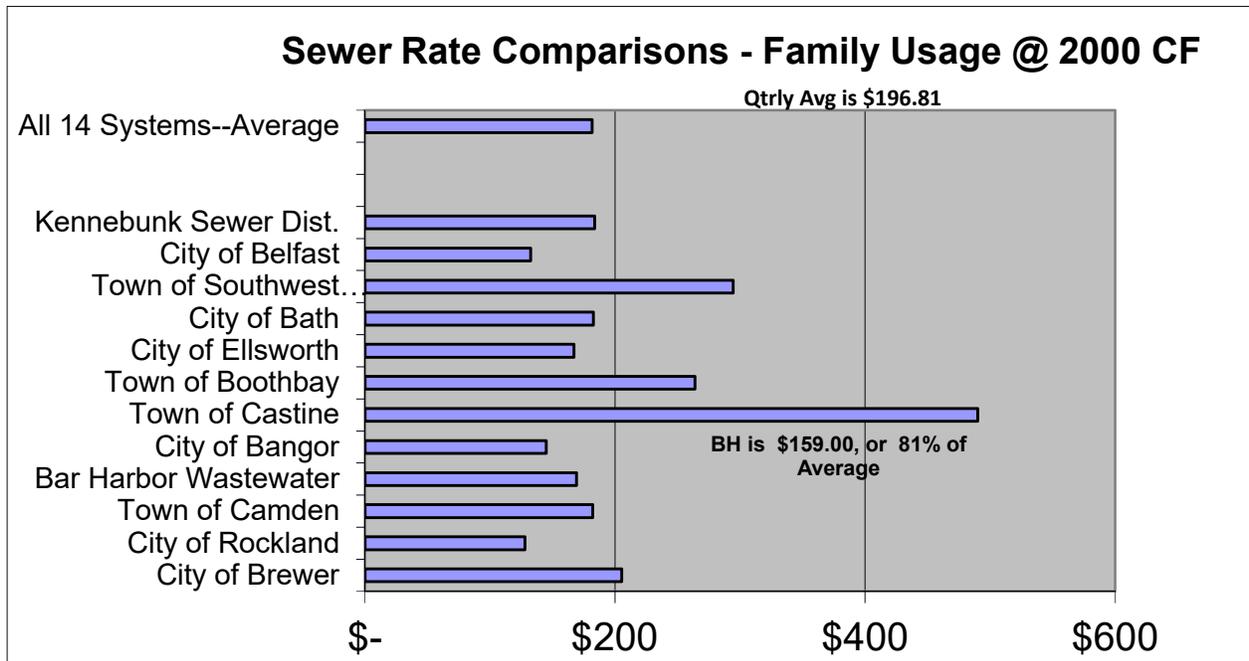
Lender: Morgan Stanley & Co
 Paying agent: Bank of New York/ Mellon Trust
 Refinance: After Dec. 2021

FY	Date	Interest Rate	Principal Payment	Interest Payment	Payment Total	Fiscal Year Total
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			715,236.00	113,730.05	828,966.05	828,966.05

Sewer Rate Comparisons - Quarterly Usage

(USDA std)

Utility Name	Qtr Minimum	Qtr - Family 2000 CuFt
City of Brewer	\$ 102.70	\$ 205.40
City of Rockland	\$ 58.25	\$ 127.85
Town of Camden	\$ 91.00	\$ 182.10
Bar Harbor Wastewater	\$ 56.29	\$ 169.09
City of Bangor	\$ 87.00	\$ 145.00
Town of Castine	\$ 155.00	\$ 490.00
Town of Boothbay	\$ 95.00	\$ 264.00
City of Ellsworth	\$ 75.15	\$ 167.00
City of Bath	\$ 54.65	\$ 182.75
Town of Southwest Harbor	\$ 138.20	\$ 294.51
City of Belfast	\$ 132.48	\$ 132.48
Kennebunk Sewer Dist.	\$ -	\$ 212.22
Average Billing	\$ 80.44	\$ 183.74
BH Rate as a % of Avg. Rate		92%



**TOWN OF BAR HARBOR
SEWER DIVISION
ANNUAL SUMMER DISCOUNT APPLICATION**

ELIGIBLE TO "RESIDENTIAL" SERVICE CLASS CUSTOMERS ONLY

Date _____

Return by 9/21/2022!

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

2022 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 21st, you may be disqualified for an adjustment.

Sewer Budget Ordinance Amendment

Town of Bar Harbor

#2022-10

An Amendment to Adopt the Fiscal Year 2023 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 2022~~23~~ Sewer Budget, dated ~~October 5, 2021~~, December 6, 2022, 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: ~~\$388,186~~ \$398,471.

[2] CIP projects: ~~\$2,316,211~~ \$1,590,890.

(b) Ending designated fund balance.

[1] Working capital: ~~\$388,186~~ \$398,471.

[2] CIP projects: ~~\$1,849,829~~ \$1,429,617.

(2) Revenues.

(a) Total revenues and other sources are estimated to be: ~~\$2,108,926~~ \$2,653,400.

(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: ~~\$2,070,000~~ \$2,600,000.

(3) Expenses. Total appropriations shall be:

(a) Operating Fund: ~~\$1,593,883~~ \$1,980,308.

(b) Capital Fund: ~~\$788,383~~ \$931,783.

(4) Rates.

(a) Rate of ~~\$7.95~~ \$9.38 per 100 cubic feet of water used.

(b) Minimum bills.

[1] Residential customers: ~~\$47.70~~ \$56.28 for up to 600 cubic feet of water used per quarter.

[2] Nonresidential customers: ~~\$135.15~~ \$159.46 for up to 1,700 cubic feet of water used per quarter.

[3] Unmetered customers: ~~\$103.35~~ \$121.94 per quarter (based on 1,300 cubic feet of water used).

(c) Septic tank pumpage: ~~\$11.22~~ \$13.24 per 100 gallons.

(d) Sludge disposal: ~~\$6.72~~ \$7.93 per 100 gallons.

(e) Connection fee rate (per inch): ~~\$102~~ \$120 per inch diameter of the service connection.

(f) Connection fee rate (per gallon): ~~\$11.26~~ \$13.29 per gallon of sewage per day.

(g) Late payment penalty: ~~6.0%~~ 4.0% per annum.

[End of Ordinance]