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# FY24 Sewer Fund Budget

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As Introduced

By The

Finance Director &  
Public Works Director

October 11, 2023

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# Town Of Bar Harbor

## Finance Department

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October 10, 2023

## Budget Message

You will find attached the proposed Sewer Budget for FY24. Under the requested budget, the estimated annual sewer bill for a residential household will increase by 18%. This increase is due to the Town Meeting approved bond funding for the Town's infrastructure, pump stations and plants.

### A Quick Budget Recap:

The FY2024 budget compared to the FY23 budget, as submitted:

- Rates increase to \$11.07 per 100 cubic feet from \$9.38
- Contains a 11.4% operations expense budget increase (cash basis)
- Projects that overall billable volume will increase slightly
- Estimates a 24.2% increase in operations budgeted revenue
- \$5,285,000 spending 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 \$495,077. 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 @ 6/30/23	\$495,077
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### 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 @ 6/30/23	\$2,166,114
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## Operating Expenditures

The recommended budget for cash operating expenses will increase \$226,218 in the coming year over the FY23 budget, or 11.4% and an increase of 24.1% from the FY2023 projected. Wages are budgeted to increase by 6.4%. Benefits will decrease by 4.5%, 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 FY24 budget are:

Engineering #5326, Phase I SCADA

Town Management Fees #5306, related to bond engineering costs, asset mgmt

Sludge Disposal #5366, increased due to forever chemical cost

Mains and Services, #5628, more services to fix/repair

### **Last Year's Operational Expense Results**

Fiscal Year 2023 projected results will end \$202,266 (or 10.2%) below the budget, primarily due to staffing shortage and subsequent lower benefits as well as high budget for utilities.

There was an emergency repairs to influent pump at Main Street pump station, Holland Ave line as well as (2) Main Street emergency repairs.

## 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 FY23, we anticipate \$2,679,574 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 \$811,486 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 3,141,462 (2022) and 3,816,271 (2021) 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.

### 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. These units are now scheduled to be replaced after 23 years. These units are estimated to cost \$400,000 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 and be replaced in FY24 and will be paid out of bonded monies. CSO mains and services is also budgeted with bond monies for upgrade/replacement.

Degregoire Park will have SCADA upgrades paid out of Operating budget appropriations.

### Equipment Replacement

Several pieces of aging equipment are scheduled for replacement – (3) Flo meters will be replaced and funding for a shared backhoe with other Public Works Departments.

Three 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 2023 were at pre pandemic levels. We project total operating revenue to be 15.4% above the FY23 budget last year and be 22.2% higher than the projected FY23 final results due to anticipated higher volume from the summer '23 usage.

## **Billing Volume**

We are projecting FY24 volume that will reach this year's budget and up 2% from the current year's projected volume.

### **Total Historical Volume: (cubic feet)**

FY2024 Estimate	28,000,000
FY2023 Actual	27,500,000
FY2022 Actual	25,000,000
FY2021 Actual	22,000,000
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

## Rates

The lowest minimum bill in the last year for a residential customer can be as low as \$266 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 is \$11.07 per 100 cubic feet of usage for a minimum quarterly charge of \$66.42 or \$243.12/annually.

### Historical Rate Increases:

FY2024	18.0%	(three quarters)
FY2023	18.0%	(two quarters only)
FY2022 Actual	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%	

### 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 77 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 50 customers 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 in-fills 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, Cottage Street B & B, as well as Employee Living Quarters on Mt Desert Street.

**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 November XX, 2023.

Respectfully submitted,

Sarah Gilbert,  
Finance Director

Bethany Leavitt  
Public Works Director

	Actual Last Year FY22	Budgeted This Year FY23	Estimate This Year FY23	Requested Next Year FY24
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<b><i>Retained Earnings (Cash in Fund Balance)</i></b>
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<b>FUND BALANCE -</b>				
Starting Fund Balance/Retained Earnings	2,796,896	2,409,917	2,561,710	1,437,613
Revenues & Other Sources - <i>cash in</i>	2,224,251	33,233,400	2,512,151	3,187,400
Operating Expenditures - <i>cash out</i>	1,545,802	1,980,308	1,778,042	2,206,526
Capital/Debt Expenditures - <i>cash Expended</i>	913,635	6,790,870	1,858,206	1,524,946
Ending Fund Balance/Retained Earnings	2,561,710	26,872,136	1,437,613	893,541
Designated Fund Balance/Retained Earnings				
Available for Working Capital (Note A)	398,471	62,523	(1,241,961)	(1,072,573)
Unfinished CIP Projects (Note B)	2,088,703	1,429,617	2,679,574	1,966,114
Total Reserved Retained Earnings	2,487,174	1,492,140	1,437,613	893,541
Bonded Monies Remaining-CIP		25,380,000	29,052,161	23,767,161

Actual Cash on Hand	\$ 2,566,442	\$ 2,460,156	
Less Designated For CIP (above)	\$ 2,088,703	\$ 2,679,574	
Working Capital Needs:	\$ 398,471	\$ 495,077	
(short) or above working capital needs	\$79,268	(\$714,495)	

**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 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	1,980,308
Three Month's Expenses	25%
Recommended Designation for Working C	\$495,077

**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

2,679,574

Actual	Budgeted	Estimated	Requested	Request's Change	
Last Year	This Year	This Year	Next Year	From This Year's:	
FY22	FY23	FY23	FY24	Budget	Estimate

<b><i>Operating Fund Revenues</i></b>
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<b>3597 OPERATIONS RATE CHARGES</b>						
<i>Sub Total: Charges from Operations Rate</i>	2,133,033	2,600,000	2,455,369	2,650,000	50,000	194,631
Est. Rate Increase				400,000		
	<i>ALY:YBL</i>	<i>BTY:ALY</i>	<i>ETY:BTY</i>	<i>RNY:ETY</i>	<i>RNY:BTY</i>	<i>RNY:ETY</i>
		22%	15%	24.2%	1.9%	7.9%

<b>OTHER CUSTOMER CHARGES</b>						
4928	Net Gain on Fixed Asset Disp	0	0	0	0	
4932	Sludge Dewatering	0	0	112	0	
4934	Septic Tank Dumping	18,975	5,500	17,065	15,000	172.7% -12.1%
4936	Connection Fees	3,915	6,000	6,072	6,000	
<i>Sub Total: Other Charges</i>		22,890	11,500	23,249	21,000	9,500 -2,249
			-50%	2%	-10%	82.6% -9.7%

<b>OTHER INCOME</b>						
4600	Bond refinancing Proceeds	0	0	0	0	
4700	Interest on Investments	15,211	12,000	15,958	93,000	675.0% 482.8%
4704	Penalties for Late Payments	1,846	4,400	1,824	4,400	0.0% 141.2%
4928	Sale of Fixed Assets	0	0	0	0	
4938	Miscellaneous	1,255	2,000	(153)	2,000	0.0% -1407.2%
4940	Lien Cost Reimbursements	3,532	6,500	6,078	5,000	-23.1% -17.7%
4944	Special Assessments	46,484	2,526	9,826	12,000	375.1% 22.1%
<i>Sub Total: Other Income</i>		68,328	27,426	33,533	116,400	88,974 82,867
			-60%	-51%	247%	324.4% 247.1%

<b>Total Operating Fund Revenues</b>	2,224,251	2,638,926	2,512,151	3,187,400	20.8%	26.9%
					<i>548,474</i>	<i>675,249</i>
					<i>RNY:BTY</i>	<i>RNY:ETY</i>

Total Revenues 3,187,400

Actual Last Year FY22	Budgeted This Year FY23	Estimated This Year FY23	Requested Next Year FY24	Request's Change From This Year's: Budget Actual
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## Operating Fund Expenditures

<b>51 PERSONNEL SERVICES (* = See Chart B)</b>							
5100	Wages-Salaries *	77,952	82,368	82,347	87,298	6.0%	6.0%
5105	Wages-Hourly Full Time *(7)	322,736	406,099	373,330	437,154	7.6%	17.1%
5110	Wages-Overtime *	48,815	62,848	67,563	58,479	-7.0%	-13.4%
5130	Wages-Summer/Seasonal *	0	0	0	0	n/a	n/a
5170	Wages- 27th Pay Period Acc	0	0	21,164	1,500	-92.9%	-92.9%
5175	Wages - Vacation Accruals	6,012	2,600	5,158	5,000	92.3%	-3.1%
<b>Total Personnel Services</b>		455,515	553,914	549,562	589,430	6.4%	7.3%
				<i>4,352</i>		<i>35,516</i>	<i>39,868</i>
<b>52 EMPLOYEE BENEFITS (* = See Chart B)</b>							
5160	ICMA Retirement *	2,245	0	0	0	n/a	n/a
5200	FICA & Medicare *	30,461	42,176	39,538	44,594	5.7%	12.8%
5210	MSRS Retirement *	36,071	56,234	40,688	59,459	5.7%	46.1%
5215	Workers' Compensation *	14,782	14,003	10,351	14,340	2.4%	38.5%
5220	Unemployment Compensation *	1,228	1,781	1,781	2,035	14.3%	14.3%
5225	Health Insurance * - (6.0)	76,673	98,571	76,296	80,705	-18.1%	5.8%
5230	Health Insurance Opt Out - (3)	11,299	23,000	19,240	23,000	0.0%	19.5%
5245	Retirement Health Savings Acct. *	658	700	298	700	0.0%	134.9%
5255	Innoculations & Physical Exams	0	400	0	400	0.0%	n/a
5290	HRA-Health Reimb. Acct	13,180	22,000	9,829	22,000	0.0%	123.8%
<b>Total Employee Benefits</b>		186,597	258,865	198,021	247,233	-4.5%	24.9%
<b>53 CONTRACTUAL SERVICES (* = See Chart C)</b>							
5300	Alarms & Paging *	716	530	539	530	0.0%	-1.7%
5304	Audit & Accounting	2,400	2,800	2,800	2,800	0.0%	0.0%
5306	Town Management Fees *	82,996	166,733	166,733	166,733	0.0%	0.0%
5308	Billing Processing	0	0	0	0	n/a	n/a
5310	Office and Lab Cleaning	6,600	7,000	6,150	7,000	0.0%	13.8%
5311	Special Waste Cleaning *	0	15,000	14,373	15,000	0.0%	4.4%
5312	Pump Station Pumping *	0	3,300	0	3,300	0.0%	n/a
5314	Copier, Post M, TmClck	4,260	4,500	3,115	4,500	0.0%	44.5%
5326	Engineering *	543	2,500	1,600	180,000	7100.0%	11150.0%
5330	Wet Well Prep & Painting	0	0	0	0	n/a	n/a
5332	Generator Service *	11,427	13,000	13,273	14,000	7.7%	5.5%
5334	General Professional Fees	990	2,400	150	2,400	0.0%	1500.0%
5336	General Equipment Maintenance*	0	2,310	0	2,400	3.9%	n/a
5340	Legal Services	0	800	0	800	0.0%	n/a
5348	Mowing / Grounds Maint.	4,074	5,000	3,893	5,000	0.0%	28.4%
5358	Heating System		1,500		2,000	33.3%	
5364	Rental of Equipment	243	1,000	0	1,000	0.0%	n/a
5366	Sludge Disposal *	76,074	110,000	128,654	125,000	13.6%	-2.8%
5368	Technology Licenses & Support *	9,942	20,545	11,487	19,800	-3.6%	72.4%
5378	Testing - Equipment	626	3,000	1,845	3,000	0.0%	62.6%
5380	Testing - Drug & Alcohol	375	700	1,022	1,000	42.9%	-2.2%
5384	Laboratory Testing	6,412	11,500	4,601	11,500	0.0%	149.9%
5388	Uniform Cleaning & Rental	13,422	0	8,374	0	n/a	n/a
<b>Total Contractual Services</b>		221,100	374,118	368,609	567,763	51.8%	54.0%

5,509

193,645 199,154

Actual Last Year FY22	Budgeted This Year FY23	Estimated This Year FY23	Requested Next Year FY24	Request's Change From This Year's: Budget Estimate
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**OPERATING FUND EXPENDITURES**

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**54 MATERIALS & SUPPLIES (\* = See Chart D)**

5410	Clothing Purchases*	3,305	15,000	14,601	15,000	0.0%	2.7%
5412	Copier & Printer Supplies	0	1,000	0	1,000	0.0%	n/a
5418	Forms, Checks, Etc.	0	800	295	800	0.0%	171.2%
5424	Sodium Hypochlorite *	14,691	44,000	15,131	44,000	0.0%	190.8%
5428	Lab Supplies	13,931	18,000	10,329	18,000	0.0%	74.3%
5432	Flo Mtrs & Batteries	4,667	6,300	12,937	12,500	98.4%	-3.4%
5436	Office Supplies	1,393	2,000	1,036	2,000	0.0%	93.1%
5438	Operating Supplies	15,491	22,000	16,351	22,000	0.0%	34.5%
5441	Magnesium Hydroxide & Other *	19,996	69,000	37,347	50,000	-27.5%	33.9%
5442	Polymer Supplies *	21,138	21,500	25,637	21,500	0.0%	-16.1%
5444	Safety Supplies	1,512	2,800	460	3,000	7.1%	552.2%
5452	Sodium Bisulphite *	9,158	20,000	15,676	20,000	0.0%	27.6%
5458	Vehicle Supplies*	6,633	8,000	14,978	8,000	0.0%	-46.6%
<b>Total Materials &amp; Supplies</b>		111,915	230,400	164,778	217,800	-5.5%	32.2%
				65,622		-12,600	53,022

**55 UTILITIES & COMMODITIES (\* = See Chart D)**

5504	Electricity - Plants	112,260	123,000	97,109	123,000	0.0%	26.7%
5506	Electricity - Pumping	76,908	84,700	73,714	84,700	0.0%	14.9%
5508	#2 Heating Oil*	18,829	26,910	12,747	16,000	-40.5%	25.5%
5512	Cable Weather Channel	917	900	934	900	0.0%	-3.6%
5514	Motor Fuel - Diesel	17,288	25,000	18,953	20,000	-20.0%	5.5%
5516	Motor Fuel - Unleaded Gasoline	14,200	25,000	15,040	20,000	-20.0%	33.0%
5518	Motor Oils & Grease	3,475	5,000	2,576	5,000	0.0%	94.1%
5520	Propane	6,050	10,000	6,716	10,000	0.0%	48.9%
5528	Telephone & Cellular	5,377	10,000	6,510	8,000	-20.0%	22.9%
5530	Water	8,770	10,000	11,800	12,000	20.0%	1.7%
<b>Total Utilities &amp; Commodities</b>		264,074	320,510	246,099	299,600	-6.5%	21.7%
				74,411		-20,910	53,501

**56 REPAIRS & MAINTENANCE (\*=See Chart E)**

5602	Buildings	4,462	10,000	5,571	10,000	0.0%	79.5%
5616	Line Equipment *	11,418	25,500	20,499	25,500	0.0%	24.4%
5628	Mains & Services	137,691	50,000	65,305	80,000	60.0%	22.5%
5634	Plant Equipment	69,806	50,000	48,930	60,000	20.0%	22.6%
5640	Pump Station Equipment	14,946	23,000	42,738	30,000	30.4%	-29.8%
5644	Radios		1,000		1,000	0.0%	
5658	Vehicles - Repair by Others	4,967	7,000	13,430	7,500	7.1%	-44.2%
<b>Total Repairs &amp; Maintenance</b>		243,290	166,500	196,473	214,000	28.5%	8.9%
				(29,973)		47,500	17,527

	Actual Last Year FY22	Budgeted This Year FY23	Estimated This Year FY23	Requested Next Year FY24	Request's Change From This Year's: Budget Estimate	
<b>OPERATING FUND EXPENDITURES</b>						
<i>Page 3</i>						

**57 EQUIPMENT PURCHASES**

5700	Technology Equipment *	8,692	12,000	5,470	2,000	-83.3%	-63.4%
5702	Office Equipment *	4,514	1,000	0	1,500	50.0%	n/a
5704	Operating Equipment *	3,340	3,000	244	3,000	0.0%	1129.5%
<b>Total Equipment Purchases</b>		16,546	16,000	5,714	6,500	-59.4%	13.8%
				<i>10,286</i>		<i>-9,500</i>	<i>786</i>

**58 OTHER EXPENSES, TRAVEL, ETC.**

5800	Advertising	1,239	1,000	677	1,000	0.0%	47.7%
5802	Uncollectable Customer Accts.	0	1,300	0	1,000		-23.1%
5808	Dues & Licenses	5,090	4,000	-1,984	4,000	0.0%	-301.6%
5822	Insurance: Liability & Crime	5,964	6,600	6,096	6,600	0.0%	8.3%
5824	Insurance: Property & Casualty	24,892	25,000	25,445	26,000	4.0%	2.2%
5826	Insurance: Automobiles	5,565	6,400	5,689	6,400	0.0%	12.5%
5832	Facility Permits & Fees	(19)	5,000	8,441	8,500	70.0%	0.7%
5836	Postage & Shipping	1,707	3,300	1,742	3,300	0.0%	89.4%
5838	Registry & Lien Costs	954	2,000	1,888	2,000	0.0%	5.9%
5844	Training, Workshops, Etc.	764	4,400	679	4,400	0.0%	548.0%
5846	Travel: Rooms, Miles & Meals	609	1,000	113	1,000	0.0%	785.0%
<b>Total Other Expenses, Travel, Etc.</b>		46,765	60,000	48,786	64,200	7.0%	31.6%
				<i>11,214</i>		<i>4,200</i>	<i>15,414</i>

**88 OPERATING TRANSFERS OUT**

5980		0	0	0	0		
<b>Total Operating Transfers Out</b>		0	0	0	0		

<b>Total Operating Fund Expenditures</b>		1,545,802	1,980,308	1,778,042	2,206,526	11.4%	24.1%
Increase (Decrease)				<i>0.0%</i>		<i>226,218</i>	<i>428,484</i>
			<i>202,266</i>				

# Capital Fund Expenditures Plan

**Capital Improvement Program**

## Year By Year Overview

Yr.End Bal. This Year FY23	Account Description	Year One FY24			Year Two FY25			Year Three FY26			Year Four FY27			Year Five FY28		
		Appropriation	Spending	Balance	Funding	Spending	Balance	Funding	Spending	Balance	Funding	Spending	Balance	Funding	Spending	Balance
	<b>Bond Issue Payments (See Chart I)</b>															
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	53,950	53,950	0	50,900	50,900	0	52,500	52,500	0	50,625	50,625	0	0	0	0
0	Bond Issue Q: Sewer Rehab 2011	92,229	92,229	0	92,308	92,308	0	92,318	92,318	0	97,184	97,184	0	72,242	72,242	0
400,000	Piority Infrastructure 2023	499,167	899,167	0	2,694,250	2,694,250	0	2,625,250	2,625,250	0	2,556,250	2,556,250	0	2,487,250	2,487,250	0
	<b>Projects &amp; Facilities (See Chart A)</b>															
7,620,000	Pump Station Replacements	0	1,725,000	5,895,000	0	2,175,000	3,720,000	0	3,720,000	0	0	0	0	0	0	0
424,864	Pump Stations Degregoire Park	0		424,864	0	0	424,864	25,000	0	449,864	25,000	0	474,864	30,000	22,500	482,364
300,000	CSO/Plant Treatmnt Optimization-Bond \$	0	300,000	0	0	150,000	(150,000)	0	150,000	(300,000)	0	0	(300,000)	0	0	(300,000)
101,486	DeGregoire Plant - SCADA & Equipment		22,000	79,486	10,000	0	89,486	10,000	0	99,486	10,000	0	109,486	10,000	0	119,486
175,599	Hulls Cove Plant -SCADA&Equipment	0	0	175,599	10,000	0	185,599	10,000	0	195,599	20,000	0	215,599	20,000	0	235,599
349,621	Main Treatment Plant - Equipment	0	88,500	261,121	15,000	0	276,121	25,000	300,000	1,121	60,000	0	61,121	30,000	0	91,121
21,132,161	CS0-Sewer Mains & Services-Bond \$	0	3,260,000	17,872,161	0	4,423,000	13,449,161	0	5,198,000	8,251,161	0	6,319,000	1,932,161	0	1,632,161	300,000
	<b>Equipment &amp; Vehicles (See Chart A)</b>															
16,942	Air Compressor, mobile	696	0	17,638	696	16,000	2,333	696	0	3,029	696	0	3,725	696	0	4,420
29,500	Backhoe	29,500	29,500	29,500	0	0	29,500	0	0	29,500	0	0	29,500	0	0	29,500
126,158	Generators, Backup - (10)	17,152	0	143,310	58,000	200,000	1,310	200,000	200,000	1,310	10,000	0	11,310	58,000	0	69,310
54,061	GIS System, incl. support eqpmt	3,000		57,061	3,000	56,000	4,061	3,000	0	7,061	3,000	0	10,061	3,000	0	13,061
23,332	Line Eq-Flo Totes (5) + spares	5,000	0	28,332	5,000		33,332	5,000	14,000	24,332	5,000	15,000	14,332	5,000	0	19,332
7,865	Sewer Cameras	0	0	7,865	0	0	7,865	0	0	7,865	0	0	7,865	0	0	7,865
313,611	Communication Systems-SCADA	0	0	313,611	0	140,000	173,611	0		173,611	0		173,611	0		173,611
16,484	Cartegraph System	5,000	4,600	16,884	5,000	4,600	17,284	5,000	4,600	17,684	5,000	4,600	18,084	5,000	4,600	18,484
0	Rain Gauge & USB Logger	545	0	545	545	0	1,091	545	0	1,636	545	0	2,182	545	0	2,727
3,430	Spectrophotometer/Lab Eqpmnt	700	0	4,130	700	0	4,830	700	0	5,530	700	0	6,230	700	5,600	1,330
0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
312,451	Sewer Jet / Vacuum Truck	0	0	312,451	0	0	312,451	25,000	0	337,451	25,000	0	362,451	30,000	0	392,451
17,104	Issco Samplers (5)	3,250	0	20,354	3,250	6,000	17,604	3,250		20,854	3,250	0	24,104	3,250	0	27,354
44,535	Pickup Trucks (4)	44,000	85,000	3,535	44,000	54,000	(6,465)	44,000	0	37,535	44,000	58,000	23,535	44,000	0	67,535
12,440	PW Director Vehicle	12,440	0	24,880	12,440	0	37,320	12,440	0	49,760	12,440	0	62,200	12,440	0	74,640
0	CM Position Vehicle	20,000	20,000	0	20,000	0	20,000	20,000	0	40,000	20,000	0	60,000	20,000	0	80,000
202,937	Sludge Truck w/Containers	0	200,000	2,937	10,000	0	12,937	20,000	0	32,937	20,000	0	52,937	25,000	0	77,937
37,451	Sludge Truck Liquid Tank	2,857	0	40,308	2,857	0	43,165	2,857	40,000	6,022	2,857	0	8,880	2,857	0	11,737
9,703	Triton Flo Meters (5)	22,000	30,000	1,703	4,250	0	5,953	13,000	18,000	953	4,250	0	5,203	4,250	0	9,453
0	Undesignated - lapse if not used	0	0	0	10,000	0	10,000	0	0	10,000	0	0	10,000	0	0	10,000
31,731,735	<b>Total</b>	811,486	6,809,946	25,733,275	3,052,196	10,062,058	18,723,413	3,295,556	12,414,668	9,504,301	2,975,797	9,100,659	3,379,440	2,864,230	4,224,353	2,019,317
2,679,574	<i>Total without bonds</i>	811,486	1,524,946	1,966,114	0	0	1,704,252	0	0	1,553,140	0	0	1,747,279	2,864,230	0	2,019,317
29,052,161	<i>Bond monies</i>	0	5,285,000	23,767,161	0	6,748,000	17,019,161	0	9,068,000	7,951,161	0	6,319,000	1,632,161		1,632,161	0

<b>Equipment Replacement Schedule</b>								
Wastewater Division								
Capital Improvement Program								
2023								
Acct No.	Description of Present Equipment	FY in Service	Replacement		Original Cost Equipped	Proposed Years Until Replaced	Current Replacement Cost	Straight Line Funding Year One
			Fiscal Year	Age				
<b>Sewer Cameras</b>								
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
<b>Communication Systems</b>								
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
<b>Vehicles</b>								
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 Turck		2023	6	8,000	6	8,000	1,333
<i>Subtotal - annual funding 4 vehicles</i>								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			
<b>Equipment</b>								
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

2023								
Acct No.	Description of Present Equipment	FY in Service			Original Cost Equipped	Proposed Years Until Replaced	Current Replacement Cost	Straight Line Funding Year One
			Replacement Fiscal Year	Replacement Age				
<b>Plants</b>								
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
<b>Mains</b>								
6810	Sewer Mains, Manholes & Services	Varies	n/a	75	8,460,000	n/a	8,500,000	113,333
<b>Pump Stations (12)</b>								
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	<b>2023</b>	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	<b>2023</b>	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
<b>Generators (10)</b>								
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	<b>2045</b>	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
<b>Total Wastewater Division</b>					12,546,285			313,973

# ***Table of Contents - Charts***

## **Detail Charts**

<i>Chart</i>	<i>Page</i>	<i>Title</i>
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# C.I.P. Details

Chart A

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

<b>CSO (Combined Sewer Overflow) Plant Treatment Optimization</b>	<b>#6804</b>
-------------------------------------------------------------------	--------------

Bond monies	\$	300,000		\$	<b>300,000</b>
		FY24 Spending			

<b>Sewer Mains &amp; Services</b>	<b>#6810</b>
-----------------------------------	--------------

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.

<b>FY24 - FY27</b>	<i>Cost</i>
--------------------	-------------

Approved Bonding:	\$	22,010,000		\$	<b>3,260,000</b>
System Needs, as per bond		FY24 Spending			

<b>Pump Station Replacement &amp; Storage</b>	<b>#6802</b>
-----------------------------------------------	--------------

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 Rodick pump stations as part of the bonded CSO Elimination Project.

<b>FY24 - FY27</b>	<i>Cost</i>
--------------------	-------------

Approved Bonding:	\$	\$8,270,000		\$	<b>\$1,725,000</b>
Improvements include storage systems		FY24 Spending			

<b>DeGregoire Plant - Equipment</b>	<b>#6805</b>
-------------------------------------	--------------

We've setup a plant equipment CIP account for electrical upgrades.

	\$			\$	<b>22,000</b>
--	----	--	--	----	---------------

<b>Main Treatment Plant - Equipment</b>	<b>#6809</b>
-----------------------------------------	--------------

We've setup a plant equipment CIP account for Grit system repairs, rebuild RAS pumps, upgrades to building shell

FY24				\$	<b>\$88,500</b>
------	--	--	--	----	-----------------

FY24	Grit System	<b>\$15,000</b>
FY24	Rebuild RAS	<b>\$30,000</b>
FY24	Upgrades to Building Shell	<b>\$35,000</b>
FY24	Misc Equipment Repair	<b>\$8,500</b>

<b>C.I.P. Details - Spending Estimates</b>	<b>CHART A</b>
--------------------------------------------	----------------

Capital Improvement Program

## Equipment & Vehicles

<b>Air Compressor, Mobile</b>	#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 FY25.

\$ -

<b>Generators</b>	#6812	
-------------------	-------	--

The DEP is encouraging us to install & maintain standby power for all of our facilities. The Main Plant generator will be replaced in FY25 and the Main St. generator will be replaced in FY24

FY25	Main Plant generator	<b>\$0</b>
FY26	Main St. generator	

<b>GIS System, including support equipment/software</b>	#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 FY25	<b>\$0</b>
--	----------------------------------------------	------------

<b>Flo Totes (5)</b>	#6816	
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These are flo meters that can be rotated to different sites...each one is \$6000-\$7000  
Backup spares are also kept on hand

<b>Sewer Cameras</b>	#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 FY23 and the larger camera was replaced in FY23. The cable of the larger camera was unreliable and no longer supported by the vendor.

**\$0**

<b>Communication Systems</b>	#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

<b>C.I.P. Details - Spending Estimates</b>	<b>CHART A</b>
--------------------------------------------	----------------

Capital Improvement Program

3 of 3

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 received 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.

SCADA system upgrades

See Operational Budget

<b>Cartegraph&amp; Mgt. Software Systems</b>	<b>#6821</b>
----------------------------------------------	--------------

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.

	FY24	<b>\$4,600</b>
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<b>Rain Gauge &amp; USB Logger</b>	<b>#6823</b>
------------------------------------	--------------

Equipment necessary to track rain events for CSO documentation

<b>Spectrophotometer / Lab Equipment</b>	<b>#6825</b>
------------------------------------------	--------------

Various lab Equipment necessary to test influent & effluent

<b>Sewer Jet / Future Vacuum Truck</b>	<b>#6826</b>
----------------------------------------	--------------

We purchased a new sewer jet in FY23 for cleaning sewer mains. A higher reserve is now being funded

	FY24	<b>\$0</b>
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<b>ISSCO Samplers (5)</b>	<b>#6827</b>
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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.

	FY25	0
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<b>4 WW Pickup Trucks</b>	<b>#6830</b>
---------------------------	--------------

Truck, Plow Equipment	FY24	\$	<b>85,000</b>
Used Water Truck funding for Construction Manager			<b>20,000</b>

<b>Sludge Truck w/Containers</b>	<b>#6836</b>
----------------------------------	--------------

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.

	FY24	\$	<b>200,000</b>
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<b>Sludge Truck Liquid Tank</b>	<b>#6837</b>
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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 FY26.

<b>Triton Flo Meters (3)</b>	<b>#6838</b>
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Purchase (3) new Flo meters and sensor in FY24		\$	<b>30,000</b>
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# Personnel Services & Benefits

Chart B

## 51 PERSONNEL SERVICES

**HOURLY RATE CALCULATIONS** Fiscal Year Starting: **July 1, 2023**

	FY24 Base Rate This Yr.	Union Wage Incr	One Time Adjust- ment	FY24 Base Rate This July	
Superintendent	41.97		0.00	41.97	Salary Non Union
Operations Manager	32.74		0.00	32.74	Union
Maint worker II	26.08		0.00	26.08	Union
Regulatory Compliance	39.59		0.00	39.60	Union
Maintenance Worker I	30.56		0.00	30.57	Union
Maintenance Tech I	30.31		0.00	30.31	Union
Maintenance Tech I	30.56		0.00	30.56	Union
Maintenance Worker I	26.34		0.00	26.35	Union
Maintenance Tech II	33.56			33.56	Union
			0.00	0.00	

Hourly Rate	LONGEVITY PAY			Total Hourly Rate Next Yr.	Name
	Authorized Base Rate Next Yr.	Seniority Date	Years of Service		
Superintendent	\$41.97	6/27/06		\$41.97	TG
Operations Manager	\$32.74	8/13/2018		\$32.74	ES
Maint worker II	\$26.08			\$26.08	CB
Maint worker II					
Maintenance Worker I	\$30.57	4/12/2021		\$30.57	AT
Maintenance Tech I	\$30.31	12/21/2020		\$30.31	JD
Maintenance Tech I	\$30.56	6/21/1999		\$30.56	SY
Maintenance Worker I	\$26.35	6/21/2021		\$26.35	JD
Process Control Mgr	\$33.56	8/17/2015		\$33.56	PK
0	\$0.00			\$0.00	

Total Annual Pay	Positions Next Yr.	Regular Hours	Scheduled O.T.Hours	Emerg/unsch O.T.Hours	Ave. OT Rate	Base Pay Next Year
Superintendent	1	2,080				87,298
Operations Manager	1	2,080	0	0	0	68,099
Maint worker II	1	2,080	0	0	0	54,246
Maint worker II	0	2,080	0	0	0	0
Maintenance Worker I	1	2,080	0	0	0	63,586
Maintenance Tech I	1	2,080	0	0	0	63,045
Maintenance Tech I	1	2,080	0	0	0	63,565
Maintenance Worker I	1	2,080	0	0	0	54,808
Process Control Mgr	1	2,080	0	0	0	69,805
Regular Hrly wages	8.0	16,640				437,154
Overtime - (5)			1,250	100	\$ 35.91	48,479
Next Year's Total	8.0	16,640	1,250	100		\$572,930

~~ Personnel Services Continued on Next Page ~~

**PERSONNEL SERVICES & BENEFITS**

**CHART B**

Page 2

<b>BREAKOUT OF WAGES</b>	Account Number	Gross Pay
Wages - Salaries	5100	87,298
Wages-Hourly Full Time	5105	437,154
Wages=Overtime	5110	58,479
Hourly Wage Totals		<u>\$ 582,930</u>

**Historical Overtime:**

FY 2023	1,339	
FY 2022	1,289	
FY 2021	1,173	
	<u>3,801</u>	
3 Year Avg.		1,267

**52 EMPLOYEE BENEFITS**

	Gross Wages Next Year	ICMA Retirement	FICA & Medicare	MSRS Retirement	Workers Comp.	Unemployment	Health Insurance	
	0	\$582,930	\$0	\$44,594	\$59,459	\$14,340	\$2,035	\$80,705
	Rates ->	Up To 6.50% of Gross	7.65% of Gross Wages	10.20% of Gross	2.46% of Gross	2.12% Of Regular Wages (8 FTE up to \$12,000)	Family Adult&Child Single \$800.00 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.

<b>Contractual Services</b>	<b>Chart C</b>
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**5300 ALARMS**

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

**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. This FY also Includes engineering and asset management fees associated with infrastructure bond.

**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.)	<b>\$15,000</b>

**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.	<b>\$3,300</b>
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**5326 ENGINEERING & OTHER PROF. FEES**

<b>Items Funded Every Year</b>	<i>Next Year</i>
Routine Engineering calls for Maintenance and radio programming and Prof fees for SCADA system	<b>180,000</b>
<b>Total Engineering</b>	<b>\$180,000</b>

**5332 GENERATOR SERVICE**

	<i>Next Year</i>	<i>Next Year</i>
Generator Maintenance Agreements	10	<b>11,600</b>
<i>Electric Power Systems</i>		
Special calls for operational issues		2,400
<b>Total Generator Service</b>		<b>\$14,000</b>

**5334 GENERAL PROFESSIONAL FEES**

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

<b>Contractual Services - (continued)</b>	<b>CHART C</b>
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	<i>Estimated This Year</i>	<i>Requested Next Year</i>
<b>5336 GENERAL EQUIPMENT MAINTENANCE</b>		
Overhead Door Maintenance Contract		550
Mechanical Services - Building HVAC System		1,850
<b>Total General Equipment Maintenance</b>		<b>\$2,400</b>

**5366 SLUDGE DISPOSAL**

	<i>Tons Next Yr.</i>	<i>Cost/Ton Next Yr.</i>	
New England Waste (Casella)(Bio solids)			
<b>Estimated Use</b>			
Treatment and Disposal	1,000	\$110.00	125,000
FY24 \$85/ton			
FY23 \$91.80/Ton - 987 tons		LD1911 Surcharge	
FY22 \$105.31/Ton - 1221 tons		\$39.75/ton	
FY21 \$71.22/Ton - 940 tons			
<b>Total Sludge Disposal</b>			<b>\$125,000</b>

**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>Requested Next Year</i>
<i>Product</i>	
ArcView - ESRI - GIS mapping software license - Single Use, Secondary Maint.	650
General Code - Laserfiche	325
Tyler Tech. - Utility bill offtware lic.	2,200
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/Cartograph - 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	4,005
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.	
<b>Total Technology Licenses and Support</b>	<b>\$19,800</b>

**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

<b>Materials &amp; Supplies</b>	<b>Chart D</b>
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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 .51cents/# 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 (.43 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.

<b>Utilities &amp; Commodities</b>
------------------------------------

**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 11/1/23 to 11/2/24 @ .1066 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 11/1/23 to 11/2/24 @ .1066; avoiding "demand" spikes.

**5508 HEATING OIL**

We budgeted factoring prior 2 years consumption. The main plant is heated with oil.

<b>Historical Use</b>	<i>Fiscal Year</i>	<i>Gals. Bought</i>		<i>Requested Next Year</i>
	FY19	9,463		
	FY20	10,932		
	FY21	10,400		
	FY22	6,725		
	<i>Average</i>	<i>9,380</i>		
<b>Estimated Use</b>				
This Year	FY23	5,815	\$2.7900	
Next Year	FY24	6,000	\$2.7590	16,000

<b><i>Repairs &amp; Maintenance</i></b>	<b><i>Chart E</i></b>
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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 FY22 we purchased three flow sensors.

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.

<b><i>Equipment Purchases</i></b>
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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.

<b>5700 TECHNOLOGY EQUIPMENT - PURCHASE</b>	<i>Requested Next Year</i>
Replace cell phone replacements	0
Computer & component replacements	2,000
<b>Total Technology Equipment Purchases</b>	<b>\$2,000</b>

<b>5702 OFFICE EQUIPMENT - PURCHASE</b>	<i>Requested Next Year</i>
Various Office Furniture replacements	1,500
<b>Total Office Equipment Purchases</b>	<b>\$1,500</b>

<b>5704 OPERATING EQUIPMENT - PURCHASE</b>	<i>Requested Next Year</i>
Replace LCD monitor @ HCove & MnPlantt	3,000
<b>Total Operating Equipment Purchases</b>	<b>\$3,000</b>

**Net Income Statement****Chart F***(audit format with full depreciaton & accruals)*

GASB (audit) format-Exh F

	Actual Last Year FY22	Budgeted This Year FY23	Estimated This Year FY23	Requested Next Year FY24	Change: E.T.Y.vs. R.N.Y.
<b>OPERATING REVENUES:</b>					
Charges for Services	2,157,178	2,083,500	2,478,465	3,073,000	594,535
Interest (on late payments+lien costs)	5,378	10,900	7,902	9,400	1,498
<b>Total Operating Revenues</b>	<b>2,162,556</b>	<b>2,094,400</b>	<b>2,486,367</b>	<b>3,082,400</b>	<b>596,033</b>
Change in Charges >>			19.0%	24.0%	
<b>OPERATING EXPENDITURES:</b>					
Wages & Benefits	642,112	760,205	747,583	836,663	89,080
Contractual Services	221,100	374,118	368,609	567,763	199,154
Utilities & Commodities	264,074	320,510	246,099	299,600	53,501
Repairs & Maintenance	243,290	166,500	196,473	214,000	17,527
Equipment Purchases	16,546	16,000	5,714	6,500	786
Other Expenses, Travel, Etc.	46,765	60,000	48,786	64,200	15,414
Depreciation & Amortization	526,352	539,000	545,550	546,000	450
Materials & Supplies	111,915	230,400	164,778	217,800	53,022
<b>Total Operating Expenditures</b>	<b>2,072,154</b>	<b>2,466,733</b>	<b>2,323,592</b>	<b>2,752,526</b>	<b>428,934</b>
			-5.8%	18.5%	
<b>Net Operating Income</b>	<b><u>90,402</u></b>	<b><u>(372,333)</u></b>	<b><u>162,775</u></b>	<b><u>329,874</u></b>	<b><u>167,099</u></b>
<b>NON-OPERATING REVENUES (EXPENSES)</b>					
Interest Revenue (Investment)	14,925	12,000	11,319	93,000	81,681
Gain/(Loss) on Disposal of Assets	(17,125)	0	0	0	0
Special Assessments Rev	34,516	2,526	9,826	12,000	2,174
Related to Pensions (audit adj)	(27,637)	0	(125,456)	0	0
Less Interest Expense	(35,333)	(38,834)	(21,419)	(899,167)	(877,748)
<b>Total Non-Operating Revenue (Expense)</b>	<b>(30,654)</b>	<b>(24,308)</b>	<b>(125,730)</b>	<b>(794,167)</b>	<b>(668,437)</b>
<b>NET INCOME (LOSS) YTD</b>	<b>59,748</b>	<b>(396,641)</b>	<b>37,045</b>	<b>(464,293)</b>	<b>(501,338)</b>

## Sewer Budget

<b>Sewer Rate Schedule</b>		<b>Chart G</b>		
<i>Type of Fee</i>	<i>Measure</i>	<i>Old Rate FY23</i>	<i>New Rate FY24</i>	<i>Percent Change</i>
\	Per 100 cubic Feet of Water Used	\$9.38	\$11.07	18.0%
Minimum Bills: (per quarter)				
- Residential Customers	Based on 600 Cu. Ft. of Water Used	\$56.28	\$66.42	18.0%
- Non-Residential Cust.	Based on 1700 Cu. Ft. of Water Used	\$159.46	\$188.19	18.0%
- Unmetered Customers	Based on 1300 Cu. Ft. of Water Used	\$121.94	\$143.91	18.0%
Septic Tank Pumpage	Per 100 Gallons	\$13.24	\$15.62	18.0%
Sludge Disposal	Per 100 Gallons	\$7.93	\$9.36	18.0%
Connection Fee Rate (COLA)	Per Gallon of Sewage Per Day	\$13.29	\$14.35	8.0%
	Per Inch of Sewer Service Diameter	\$120	\$130	8.3%
Late Payment Penalty (Note A)	Per Annum	4.0%	8.0%	

## Debt Service

### A Responsibility of the Finance Department

**Bond Issue D** 3597-4700  
**USDA RURAL DEVELOPMENT REFUNDING ISSUE--HULLS COVE SEWER** #35-2750

---

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 TIC = 2.69%  
 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
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			1,875.00	1,875.00	50,900.00
26	10/15/25	4.35%	50,000.00	1,875.00	51,875.00	
	4/15/26			625.00	625.00	52,500.00
27	10/15/27	4.38%	50,000.00	625.00	50,625.00	
						50,625.00
<b>Totals</b>			<b>190,000.00</b>	<b>17,975.00</b>	<b>207,975.00</b>	<b>207,975.00</b>

## Debt Service

A Responsibility of the Finance Department

**Bond Issue G**

3597-4700

**SEWER SYSTEM IMPROVEMENTS: 2011**

#35-2880

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

Original Principal = \$1,316,000

Lender: Morgan Stanley & Co

Date of Issue: 9/15/11

Paying agent: Bank of New York/ Mellon Trust

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

Refinance: After Dec. 2021

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

FY	Date	Interest Rate	Principal Payment	Interest Payment	Payment Total	Fiscal Year Total
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			644,575.00	92,311.02	736,886.02	736,886.02

~~ Debt Service Continued on Next Page ~~

**Debt Service**

3597-6505

2023 New Money (Downtown Infrastructure - Sewer)

Lender

US Bank

Bond Issue P

**Downtown Infrastructure 2023**

Delivery Date 8/15/2023

FY	Date	Principal	Coupon	Interest	Debt Service	FY Total
24	10/15/2023			\$ 224,791.67	\$ 224,791.67	
	4/15/2024			\$ 674,375.00	\$ 674,375.00	\$ 899,166.67
25	10/15/2024	\$1,380,000	5.00%	\$ 674,375.00	\$ 2,054,375.00	
	4/15/2025			\$ 639,875.00	\$ 639,875.00	\$ 2,694,250.00
26	10/15/2025	\$1,380,000	5.00%	\$ 639,875.00	\$ 2,019,875.00	
	4/15/2026			\$ 605,375.00	\$ 605,375.00	\$ 2,625,250.00
27	10/15/2026	\$1,380,000	5.00%	\$ 605,375.00	\$ 1,985,375.00	
	4/15/2027			\$ 570,875.00	\$ 570,875.00	\$ 2,556,250.00
28	10/15/2027	\$1,380,000	5.00%	\$ 570,875.00	\$ 1,950,875.00	
	4/15/2028			\$ 536,375.00	\$ 536,375.00	\$ 2,487,250.00
29	10/15/2028	\$1,380,000	5.00%	\$ 536,375.00	\$ 1,916,375.00	
	4/15/2029			\$ 501,875.00	\$ 501,875.00	\$ 2,418,250.00
30	10/15/2029	\$1,375,000	5.00%	\$ 501,875.00	\$ 1,876,875.00	
	4/15/2030			\$ 467,500.00	\$ 467,500.00	\$ 2,344,375.00
31	10/15/2030	\$1,375,000	5.00%	\$ 467,500.00	\$ 1,842,500.00	
	4/15/2031			\$ 433,125.00	\$ 433,125.00	\$ 2,275,625.00
32	10/15/2031	\$1,375,000	4.00%	\$ 433,125.00	\$ 1,808,125.00	
	4/15/2032			\$ 405,625.00	\$ 405,625.00	\$ 2,213,750.00
33	10/15/2032	\$1,375,000	4.00%	\$ 405,625.00	\$ 1,780,625.00	
	4/15/2033			\$ 378,125.00	\$ 378,125.00	\$ 2,158,750.00
34	10/15/2033	\$1,375,000	5.00%	\$ 378,125.00	\$ 1,753,125.00	
	4/15/2034			\$ 343,750.00	\$ 343,750.00	\$ 2,096,875.00
35	10/15/2034	\$1,375,000	5.00%	\$ 343,750.00	\$ 1,718,750.00	
	4/15/2035			\$ 309,375.00	\$ 309,375.00	\$ 2,028,125.00
36	10/15/2035	\$1,375,000	5.00%	\$ 309,375.00	\$ 1,684,375.00	
	4/15/2036			\$ 275,000.00	\$ 275,000.00	\$ 1,959,375.00
37	10/15/2036	\$1,375,000	5.00%	\$ 275,000.00	\$ 1,650,000.00	
	4/15/2037			\$ 240,625.00	\$ 240,625.00	\$ 1,890,625.00
38	10/15/2037	\$1,375,000	5.00%	\$ 240,625.00	\$ 1,615,625.00	
	4/15/2038			\$ 206,250.00	\$ 206,250.00	\$ 1,821,875.00
39	10/15/2038	\$1,375,000	5.00%	\$ 206,250.00	\$ 1,581,250.00	
	4/15/2039			\$ 171,875.00	\$ 171,875.00	\$ 1,753,125.00
40	10/15/2039	\$1,375,000	5.00%	\$ 171,875.00	\$ 1,546,875.00	
	4/15/2040			\$ 137,500.00	\$ 137,500.00	\$ 1,684,375.00
41	10/15/2040	\$1,375,000	5.00%	\$ 137,500.00	\$ 1,512,500.00	
	4/15/2041			\$ 103,125.00	\$ 103,125.00	\$ 1,615,625.00
42	10/15/2041	\$1,375,000	5.00%	\$ 103,125.00	\$ 1,478,125.00	
	4/15/2042			\$ 68,750.00	\$ 68,750.00	\$ 1,546,875.00
43	10/15/2042	\$1,375,000	5.00%	\$ 68,750.00	\$ 1,443,750.00	
	4/15/2043			\$ 34,375.00	\$ 34,375.00	\$ 1,478,125.00
44	10/15/2043	\$1,375,000	5.00%	\$ 34,375.00	\$ 1,409,375.00	\$ 1,409,375.00
	Totals	\$27,525,000		\$ 14,432,291.67	\$ 41,957,291.67	

# Memo



To: Town Council  
Kevin Sutherland, Town Manager

From: Sarah Gilbert, Treasurer

Date: 6/15/2022

Re: **Approval to Sign Bond Reimbursement Resolution**

***Declaration of Official Intent***

The attached reimbursement resolution called a *Declaration of Official Intent* is required if the Town wishes to reimburse its Town General Fund from any future bond proceeds when the Town borrows monies to finance its capital project the **Priority Infrastructure Improvements**.

Said another way, when a Town begins to expend its own internal monies to cover initial costs of a project prior to the borrowing of tax-exempt funds for that project, IRS regulations require that the municipality make a *declaration of official intent*, so that it can legally repay whatever internal funds it utilized the monies from to start the capital project. In this case, the Council vote would allow the Town to use bond proceeds to pay back its General Fund up to \$43,897,600 which is the total estimate of the project. This comes into play after the Town Meeting authorization but prior to the actual borrowing of the funds.

The Town Attorney has reviewed and approved the attached document.

Should the Council wish to continue to move ahead with the above projects, I suggest the following motion would be appropriate:

Approve the *Declaration of Official Intent* and authorize the Town Treasurer and Chair of the Town Council to sign said declaration with a maximum principal debt to be issued of \$43,897,600.

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## DECLARATION OF OFFICIAL INTENT

WHEREAS, the Town of Bar Harbor, Maine (the "Issuer") currently intends to proceed with a project consisting of the Priority Infrastructure Improvements, that includes the engineering design, installation, as well as any other components as may be required to complete the Municipal Priority Infrastructure project(the "Project");

WHEREAS, the Issuer intends to finance the cost of the Project through the issuance of tax exempt bonds (the "Obligation");

WHEREAS, the Issuer anticipates making certain expenditures with respect to the Project prior to the issuance of the Obligation;

WHEREAS, the Issuer intends to allocate certain proceeds of the Obligation to reimburse the Issuer for any such expenditures made with respect to the Project; and

WHEREAS, Treasury Regulation Section 1.150-2 requires that the Issuer declare its official intent no later than sixty (60) days after the payment of such expenditures to reimburse any expenditures with respect to the Project;

NOW THEREFORE, the Issuer does hereby declare its official intent as follows:

1. Declaration of Intent. This declaration is a Declaration of Official Intent under Treasury Regulation Section 1.150-2.

2. Intention to Reimburse. On the date hereof, the Issuer reasonably expects to reimburse its expenditures made with respect to the Project from the proceeds of the Obligation. All expenditures to be reimbursed will be made prior to the date of the issuance of the Obligation.

3. General Description of Property to Which Reimbursement Relates. The following is a general functional description of the type of property for which the expenditures to be reimbursed are paid:

- Design, engineering, upgrade and replacement work for:
- Addressing Combined Sewer Overflow mandates
- Addressing Sewer and Stormwater collection system needs
- Water Distribution and storage system needs

- 
- Downtown streetscape and underground utility needs
  - Other activities that are reasonably related to the project

4. Statement of Expected Debt. The maximum principal amount of debt expected to be issued for the Project is \$43,897,600.

5. Identification of Source of Funds. Expenditures made on the Project shall be paid from the Issuer's General or Capital Improvement Funds.

6. Public Availability of Official Intent. This Declaration of Official Intent shall be maintained as a public record of the Issuer and shall be maintained and otherwise supervised by the Clerk of the Issuer. This Declaration of Intent shall be continuously available for public inspection at the office of the Clerk during normal business hours of the Issuer until the date of the issuance of the Obligation.

7. Reimbursement Period. The Issuer intends to reimburse expenditures made with respect to the Project within three (3) years of the later of the date on which the expenditure was paid or the date on which the Project is placed in service. Moreover, the Issuer intends that any expenditure to be reimbursed will be a capital expenditure as defined in Treasury Regulation Section 1.150-(b).

8. Reasonableness Standard for Declaring Official Intent. The Issuer believes that this Declaration of Official Intent is consistent with its budgetary and financial circumstances. None of the revenues for the Project have been budgeted by internal funds by the Issuer or otherwise provided for by reserves or other long-term holdings established by the Issuer. Moreover, the Issuer has not developed a pattern of failing to reimburse expenditures subject to other Declarations of Official Intent.

9. Miscellaneous Restrictions. This Issuer intends that none of the proceeds from the Obligation shall be used directly or indirectly in violation of the "anti-abuse rules" set forth in Treasury Regulation Section 1.150-2(h).

10. Authority of Declaration. This Declaration of Official Intent is adopted pursuant to Project approvals duly adopted by the legislative body of the Issuer.

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Dated: June 21, 2022

TOWN OF BAR HARBOR, MAINE

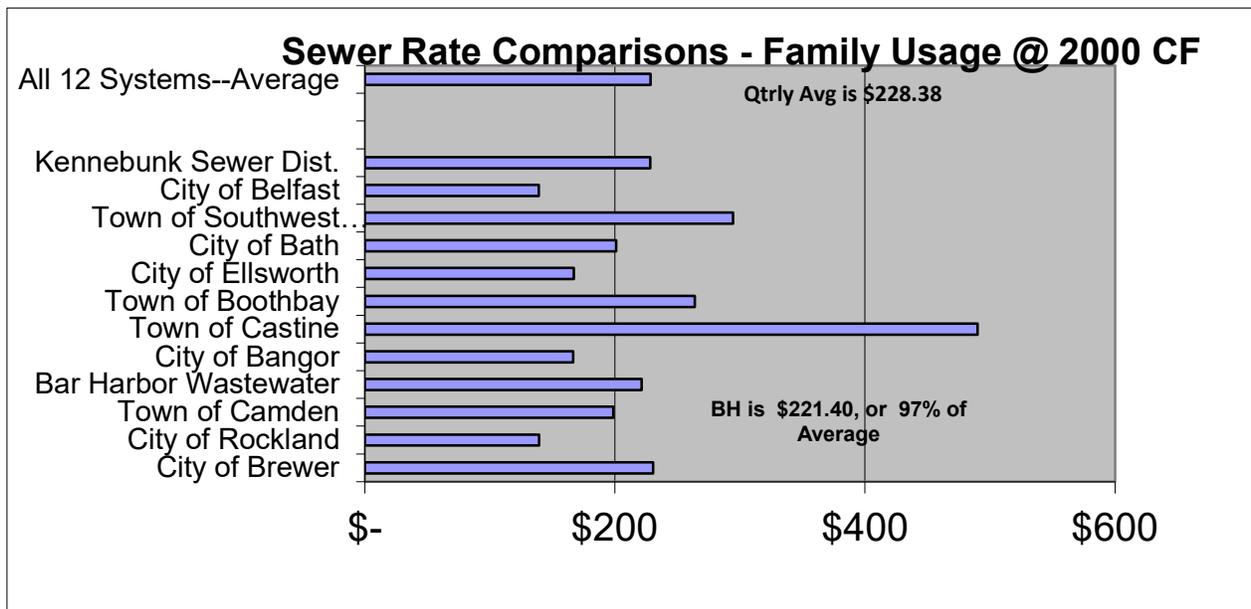
By:   
\_\_\_\_\_  
Sarah M. Gilbert, Treasurer

  
\_\_\_\_\_  
Valerie Peacock  
Chair, Town Council

## Sewer Rate Comparisons - Quarterly Usage

(USDA std)

Utility Name	Qtr Minimum	Qtr - Family 2000 CuFt
City of Brewer	\$ 115.20	\$ 230.40
City of Rockland	\$ 63.50	\$ 139.40
Town of Camden	\$ 99.40	\$ 198.80
<b>Bar Harbor Wastewater</b>	<b>\$ 66.42</b>	<b>\$ 221.40</b>
City of Bangor	\$ 99.96	\$ 166.60
Town of Castine	\$ 155.25	\$ 490.05
Town of Boothbay	\$ 95.00	\$ 264.00
City of Ellsworth	\$ 75.15	\$ 167.00
City of Bath	\$ 59.59	\$ 200.99
Town of Southwest Harbor	\$ 138.20	\$ 294.51
City of Belfast	\$ 139.10	\$ 139.10
Kennebunk Sewer Dist.	\$ -	\$ 227.42
Average Billing	\$ 100.62	\$ 228.31
<b>BH Rate as a % of Avg. Rate</b>		<b>97%</b>



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

**ELIGIBLE TO "RESIDENTIAL" SERVICE CLASS CUSTOMERS ONLY**

Date \_\_\_\_\_

**Return by 9/15/2023!**

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**

**2023 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

#2023-08

## An Amendment to Adopt the Fiscal Year 2024 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.]

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### Chapter 165 , SEWERS

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#### ARTICLE III, Sewer Budget and Rates

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##### § 165-7.1 Sewer budget, fees and charges.

A. Budget adopted. The fiscal year 202324 Sewer Budget, dated ~~December 6, 2022~~ October 11, 2023, 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: ~~\$398,471~~ \$495,077.

[2] CIP projects: ~~\$1,590,890~~ \$2,679,574.

(b) Ending designated fund balance.

[1] Working capital: ~~\$398,471~~ \$495,077.

[2] CIP projects: ~~\$1,429,617~~ \$1,966,114.

(2) Revenues.

(a) Total revenues and other sources are estimated to be: ~~\$2,653,400~~ \$3,187,400.

(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: ~~\$2,600,000~~ \$3,050,000.

(3) Expenses. Total appropriations shall be:

(a) Operating Fund: ~~\$1,980,308~~ \$2,206,526.

(b) Capital Fund: ~~\$931,783~~ \$811,486.

(4) Rates.

(a) Rate of ~~\$9.38~~ \$11.07 per 100 cubic feet of water used.

(b) Minimum bills.

[1] Residential customers: ~~\$56.28~~ \$66.42 for up to 600 cubic feet of water used per quarter.

[2] Nonresidential customers: ~~\$159.46~~ \$188.19 for up to 1,700 cubic feet of water used per quarter.

[3] Unmetered customers: ~~\$121.94~~ \$143.91 per quarter (based on 1,300 cubic feet of water used).

(c) Septic tank pumpage: ~~\$13.24~~ \$15.62 per 100 gallons.

(d) Sludge disposal: ~~\$7.93~~ \$9.36 per 100 gallons.

(e) Connection fee rate (per inch): ~~\$120~~ \$130 per inch diameter of the service connection.

(f) Connection fee rate (per gallon): ~~\$13.29~~ \$14.35 per gallon of sewage per day.

(g) Late payment penalty: ~~4.0%~~ 8.0% per annum.

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[End of Ordinance]