


MEMORANDUM

TO: Town Council
FROM: David E. Cox, Town Manager 
DATE: January 22, 2021
SUBJECT: Town Manager's Report

The following information includes follow up from general items that were discussed at previous Council meetings as well as updates of a general nature from the departments. The items are organized by department and are intended to provide information on activities currently being undertaken by the Town's departments and those matters that are upcoming. Not all departments will be represented in each Report.

Council Meeting Follow Up

- At a recent Council meeting, a question was asked about the Edgewater development adjacent to the Town Hall and, specifically, about the next phase of work. The Planning and Zoning Commission and Inland Wetland Waterways Agency (IWWA) are considering the detail plans for the next phase of the work. The master plan for the development, which is attached, called for 18 housing units on the area now occupied by the Town Hall and four eight-unit multi-family buildings in the area east of the Town Hall. The revised detailed plan, which is also attached, proposes five eight-unit buildings east of the Town Hall to recover some of the units eliminated by the Town Hall. As each new phase of the development begins, the Planning and Zoning Commission and the IWWA review and approve detailed plans, which may vary slightly from the master plan but follow the overall development plan.
- The item regarding allocation of a portion of the Town's Coronavirus Relief Funds to the Chatham Health District was not included on the Council's next agenda. The Board of the District has discussed the matter and is finalizing a detailed proposal with District staff. In addition, the other municipal partners in the District are considering the concept and providing feedback. Once that is done and the detailed proposal is complete, the Council will be asked to review the matter again.
- As part of the Council discussion related to the recent change to the appointment method for certain Boards and Commissions, the Council indicated an intent to review the missions of the various bodies. In response to that discussion, the Economic Development Commission and the Brownfields Redevelopment Agency have been actively discussing their thoughts on this issue. The Brownfields Agency is planning a presentation to the Council at an upcoming meeting and the EDC is working on a similar plan for a little later in the year.

Finance

- Staff is working with the Board of Finance as the Board considers implementing a state law that allows surplus education-related funds to be kept in a separate account for future education expenses. The Town Attorney is reviewing the law and staff is reviewing practice in other communities to provide answers to questions about the process for moving funds to the account and for use of the funds in the future.

Land Use

- Staff has been informed by the Connecticut Brownfield Land Bank, who has been working with the Town on evaluating the environmental challenges at 1 Watrous Street, has received a draft of the Hazardous Building Materials evaluation report. Testing related to this evaluation was completed in late fall 2020. Town staff hopes to see the draft in the upcoming weeks. Once this report is complete, the Council will be asked to discuss its desires for moving the parcel's reuse forward. Currently, there is some interest in the property and it is hoped that a clearer understanding of the environmental clean-up issues at the site will help guide decisions regarding the property's future.

Library

- As part of its ongoing effort to create an efficient, safe, welcoming space for the community, the Library is relocating the circulation desk and has moved parts of the collection to other locations in the library. The changes maintain easy access to the circulation desk and improve the availability and workspace for the Adult/Young Adult Librarian while also allowing the DVD and Audio book collections to be spread out more to facilitate safer browsing.

Parks and Recreation

- Staff is working with the Conservation Lake Commission to seek qualification statements from lake scientists/Limnologists serving the state to ensure that the Town is being served well for testing and monitoring of the lake and for lake planning and grant funding into the future. In the upcoming weeks, it is anticipated that a Request for Qualifications will be finalized for release upon approval of the Town Council. Staff is also working with the Town's current firm, Northeast Aquatic Research, to prepare the testing and monitoring plan for the upcoming season.

Police

- The Police Department has started its recruitment process to fill the vacancy created by the retirement of Sgt. Paul Battista. The application phase opened on January 19 and several applications have already been received. The due date for all applications is February 19 and the Department is hoping to get a large pool of applicants. It is

anticipated that the new officer will be hired during the last week of May, with an anticipated start date of the police academy during the first week of June.

- The application portion of the promotion process to fill the vacant Sergeant's position closed on January 15. Four of the Department's Officers have applied for the position. The next step of the process involves written and oral exams during the third week of February, which are administered using an outside vendor. The Chief anticipates presenting a promotion recommendation to the Town Manager by the first week of March.

Public Works

- Public works crews are continuing to work on drainage and detention basin maintenance throughout the town. These efforts will continue in between weather events for the next several weeks until the start of early construction season - weather permitting.
- Staff from Parks and Recreation and Public Works have been assisting at the library with some building maintenance and renovation projects which included relocating the main circulation desk.
- Chain link fence has been reinstalled around the 13 Watrous Street remediation area. This will secure the area until a future project or use is identified.
- Using data and information in the Town's pavement management system, staff is developing options and considerations for a long term pavement maintenance plan with the intent of presenting the plan to the Capital Committee and Town Council for approval of the main policies. Once the main policies related to management of the Town's road system are developed, long term planning for maintenance of roads will be based on the condition information and cost tracking information in the management system allowing the Town to develop a long term look at how roads will be maintained and how it will be funded.

- Public works took delivery of the Town's new plow truck this past week. This vehicle replaces truck 34 which is a 2001 vintage with severe rusting and mechanical issues and greatly improves the reliability of our fleet. This truck is slated to be on plow routes in Cobalt and on the western side of town.



- Also, recently, the Town received its vector truck back from being painted, which was the last step in refurbishing the truck for continued use by the Town. The truck received a new water tank and other updates and was completely cleaned and repainted to address rust. Other than the painting-related work, the work was performed by in-house staff. The truck, which is used to clear pipe blockages and clean catch basins, is expected to last several more years as a result of the improvements.



Senior Center

- The senior center is maintaining its open status by appointment only. All group programming continues to be done virtually. CHOICES counselling and energy assistance continue to be offered via Zoom, or telephone or in-person. The volunteer shopping and CRT Grab-and-Go meal services continue to be offered with minimal contact.
- The Center continues to take energy applications for those in need of fuel assistance and will be offering a very limited AARP Tax Assistance program by mid-February. Staff will work with the AARP Tax Assistance Volunteers to implement appropriate safety measures for a reduced program this year mostly serving returning customers.
- The Center is receiving many calls about the COVID-19 vaccine and how to get registered in the system. Staff is referring them to the VAMS website and the VAMS call in registration assistance line as well as other state resources. The Center stands ready to work with Chatham Health District to address the difficulties some are experiencing

with the website and phone line. Despite the challenges, some of the Town's older adults are registered and already have received their first dose.

WPCA

- The Joint Facilities Committee is in the process of reviewing its draft budget for the upcoming year, which is attached, and began that process at its January meeting. It is expected to complete the review and adopt the budget at its February meeting. As a reminder, the Joint Facilities Committee is the oversight body for the partnership between Colchester and East Hampton through which the wastewater treatment plant is operated.
- The East Hampton Water Pollution Control Commission (WPCA) will begin review of its next annual budget in February and anticipates adoption in March.

Youth and Family Services

- This week, the Town's Prevention Coordinator tendered his resignation effective in the first week of February. Staff will be working with the Prevention Council leadership to hire a replacement for this grant-funded position. As a reminder, the Town has just received a new grant to fund youth substance use prevention over the next five years. Activity under the grant has resumed including the young adult peer mentoring program, which is managed by a part time staff person.
- The Department received a large donation of youth coats and clothing as well as a cash donation of \$1,100. Staff will be working with families to distribute the coats and clothing and will be using the cash funds to assist with other needs in the community like diapers and the like. Some of this assistance has been provided to people who have visited the department for other needs as the staff continues to identify struggling families in the community.
- The Department is continuing to work with a recently displaced resident on alternative housing and other needs, which has, at times, been difficult. Under the law, the Town is responsible to assist in the instance because the rental property was deemed uninhabitable due to damage it suffered during a storm late last year. Some of the funds expended by the Town may be recovered from the owner of the property.
- Staff continues to develop programming geared toward families and participants in the Juvenile Review Board (JRB) process, using funds from the JRB and Enhancement grants

received by the Town, staff is focused on creating a speaker program for these youth and their families.

Town Manager/Other

- East Hampton remains at the “Red Alert” under the State’s COVID Response Framework. According to the most recent information from the Connecticut Department of Public Health (DPH), East Hampton had 94 new confirmed cases of COVID-19 in the last two weeks, which leads to a two-week average daily positivity rate of 52.2 per 100,000 population. That equates to just under 7 new cases each day in East Hampton. The most recent reporting from the DPH indicates the total number of diagnosed COVID-19 cases in East Hampton is now 534 since tracking began in March. Sadly, the Town has seen two additional deaths related to the virus bringing the total number of losses to 17.

- The Town and Chatham Health District are working with the State to coordinate vaccination efforts. The process of getting residents over the age of 75 vaccinated has been challenging at times. Many of these residents have been able to gain access to the online or telephone systems but it has been slow and, at times, confusing. Others are not able to get access at all. In response, Chatham Health District is working to develop a system to use locally that will allow residents to register for the vaccination through a local office rather than through the state system. It is very likely that the various senior centers will play a major roll in this effort. The District is testing a version of this system at vaccination clinics it is holding in the upcoming days and hopes to roll it out quickly thereafter.

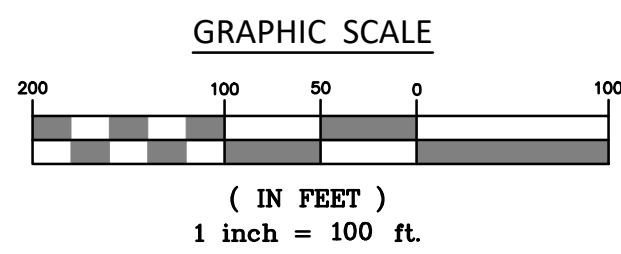
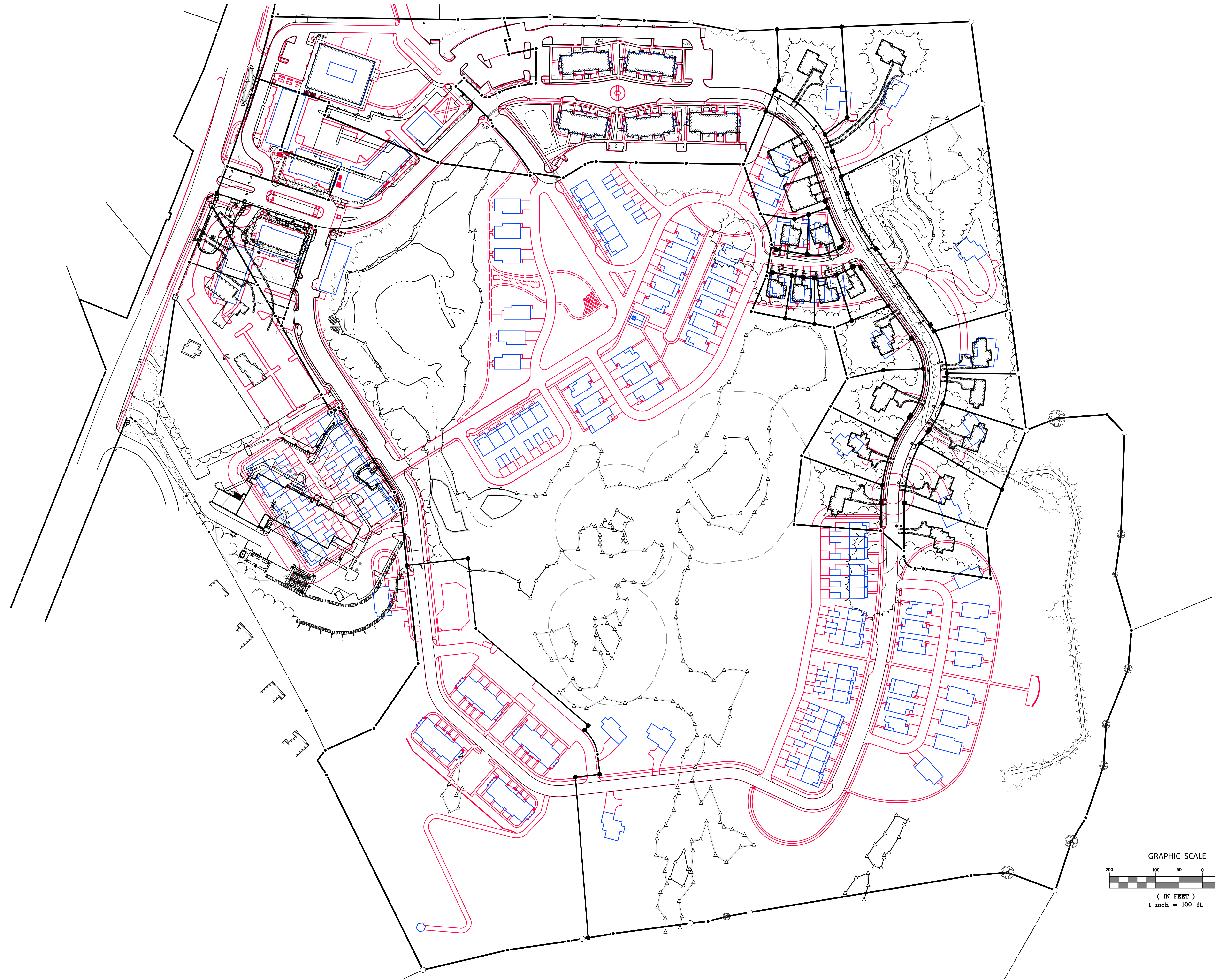
- In response to a question from a Council member, staff made a new estimate of how many years of record storage space is available in the Town Hall vault. Based on the current configuration of the vault and the current pace at which records are deposited in the vault, it is estimated that there exists several decades worth of storage for standard records. Further, the vault is able to accept additional high density storage shelves, which would increase that capacity. The most pressing need at this time is the acquisition of additional storage units for maps, which were not purchased through the construction project. Room for additional storage units seems to be available in the vault.

DC

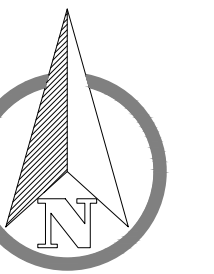
cc: Management Staff

\\1192.168.2.3\PROJECTS\CIVIL 3D PROJECTS\2020\20-2795-3 EDgewater SUBDIVISION.DWG\SURVEY\OVERLAY SKETCH.DWG

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Demonstration Sketch
"Resubdivision Plan"
Prepared for
Edgewater Hill Enterprises, LLC
East High Street - East Hampton, Connecticut



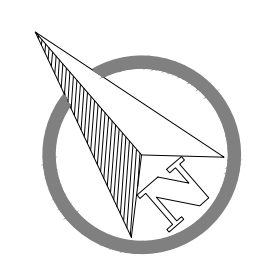
SCALE: 1" = 100'
DATE: May 2020
JOB I.D. NO. 20-2795-3
Revisions

SHEET NO.

1

1

CIVIL ENGINEERING LAND SURVEYING LAND USE PLANNING SURVEILLANCE
BOUNDARIES
Boundaries, LLC
179 Pachaug River Drive, Glastonbury, CT 06033
T 860.376.2006 | www.boundariesllc.net

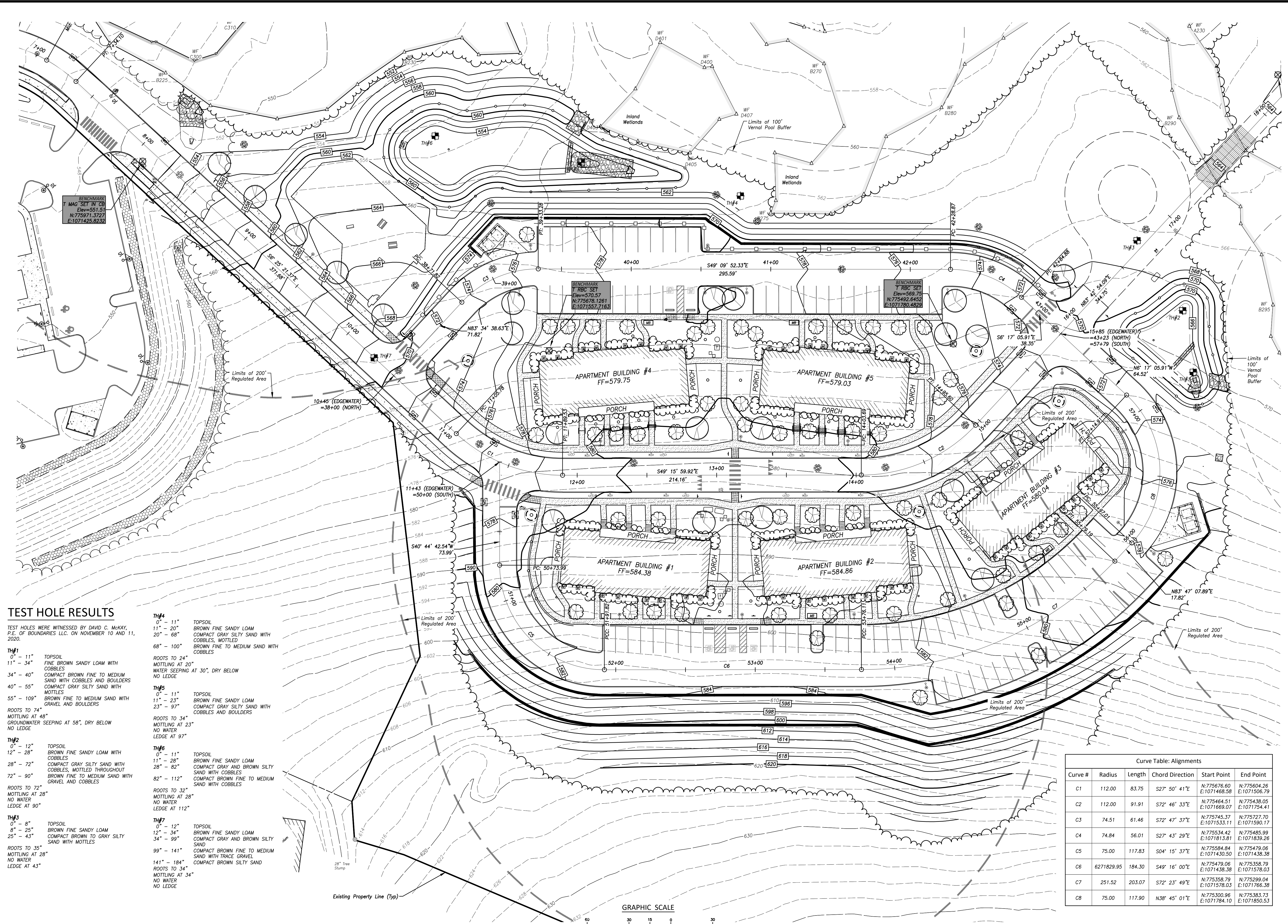


SCALE: 1" = 30'
 DATE: December 2020
 JOB I.D. NO.: 20-2853
 Revisions

SHEET NO.

4

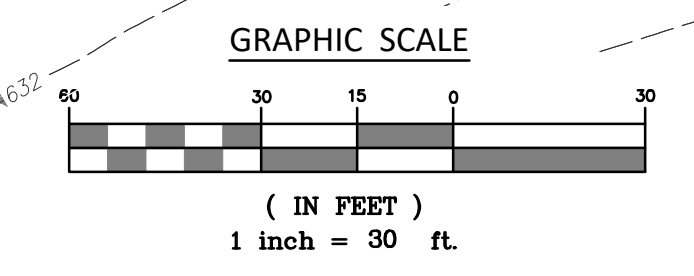
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TEST HOLE RESULTS

TEST HOLES WERE WITNESSED BY DAVID C. MCKAY, P.E. OF BOUNDARIES LLC, ON NOVEMBER 10 AND 11, 2020.

- TH#1**
 0" - 11" TOPSOIL
 11" - 34" FINE BROWN SANDY LOAM WITH COBBLES
 34" - 40" COMPACT BROWN FINE TO MEDIUM SAND WITH COBBLES AND BOULDERS
 40" - 55" COMPACT GRAY SILTY SAND WITH MOTTLES
 55" - 109" BROWN FINE TO MEDIUM SAND WITH GRAVEL AND BOULDERS
 ROOTS TO 74"
 MOTTLING AT 49"
 GROUNDWATER SEEPING AT 58", DRY BELOW
 NO LEDGE
- TH#2**
 0" - 12" TOPSOIL
 12" - 28" BROWN FINE SANDY LOAM WITH COBBLES
 28" - 72" COMPACT GRAY SILTY SAND WITH COBBLES, MOTTLED THROUGHOUT
 72" - 90" BROWN FINE TO MEDIUM SAND WITH GRAVEL AND COBBLES
 ROOTS TO 72"
 MOTTLING AT 28"
 NO WATER
 LEDGE AT 90"
- TH#3**
 0" - 8" TOPSOIL
 8" - 25" BROWN FINE SANDY LOAM
 25" - 43" COMPACT BROWN TO GRAY SILTY SAND WITH MOTTLES
 ROOTS TO 35"
 MOTTLING AT 28"
 NO WATER
 LEDGE AT 43"
- TH#4**
 0" - 11" TOPSOIL
 11" - 20" BROWN FINE SANDY LOAM
 20" - 68" COMPACT GRAY SILTY SAND WITH COBBLES, MOTTLED
 68" - 100" BROWN FINE TO MEDIUM SAND WITH COBBLES
 ROOTS TO 24"
 MOTTLING AT 20"
 WATER SEEPING AT 30", DRY BELOW
 NO LEDGE
- TH#5**
 0" - 11" TOPSOIL
 11" - 23" BROWN FINE SANDY LOAM
 23" - 97" COMPACT GRAY SILTY SAND WITH COBBLES AND BOULDERS
 ROOTS TO 34"
 MOTTLING AT 23"
 NO WATER
 LEDGE AT 97"
- TH#6**
 0" - 11" TOPSOIL
 11" - 28" BROWN FINE SANDY LOAM
 28" - 82" COMPACT GRAY AND BROWN SILTY SAND WITH COBBLES
 82" - 112" COMPACT BROWN FINE TO MEDIUM SAND WITH COBBLES
 ROOTS TO 32"
 MOTTLING AT 28"
 NO WATER
 LEDGE AT 112"
- TH#7**
 0" - 12" TOPSOIL
 12" - 34" BROWN FINE SANDY LOAM
 34" - 99" COMPACT GRAY AND BROWN SILTY SAND
 99" - 141" COMPACT BROWN FINE TO MEDIUM SAND WITH TRACE GRAVEL
 141" - 184" COMPACT BROWN SILTY SAND
 ROOTS TO 34"
 MOTTLING AT 34"
 NO WATER
 NO LEDGE

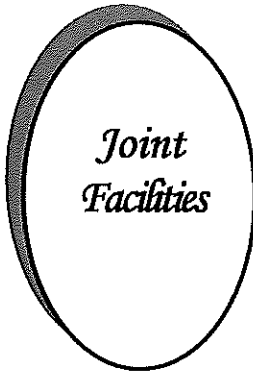


Curve Table: Alignments					
Curve #	Radius	Length	Chord Direction	Start Point	End Point
C1	112.00	83.75	S27° 50' 41"E	N:775676.60 E:1071468.58	N:775604.26 E:1071506.79
C2	112.00	91.91	S72° 46' 33"E	N:775464.51 E:1071669.07	N:775438.05 E:1071754.41
C3	74.51	61.46	S72° 47' 37"E	N:775745.37 E:1071533.11	N:775727.70 E:1071590.17
C4	74.84	56.01	S27° 43' 29"E	N:775534.42 E:1071813.81	N:775485.99 E:1071839.26
C5	75.00	117.83	S04° 15' 37"E	N:775584.84 E:1071430.50	N:775479.06 E:1071438.38
C6	6271829.95	184.30	S49° 16' 00"E	N:775479.06 E:1071438.38	N:775358.79 E:1071578.03
C7	251.52	203.07	S72° 23' 49"E	N:775358.79 E:1071578.03	N:775299.04 E:1071766.38
C8	75.00	117.90	N38° 45' 01"E	N:775300.96 E:1071784.10	N:775383.73 E:1071850.53

NOT FOR CONSTRUCTION
 12/14/2020

PLAN NOTES
 1. SEE COVER SHEET FOR ENGINEER AND SURVEYOR SIGNATURES AND SEALS.
 2. SEE SHEET 2 FOR LEGEND & ABBREVIATIONS.

P:\CIVIL 3D PROJECTS\2020\20-2853 EDGEGWATER-APARTMENTS\DWG\DESIGN\3 APARTMENT SITE PLAN.DWG



Colchester ~ East Hampton

Water Pollution Control Facilities

P.O. Box 218

20 Gildersleeve Drive

East Hampton, Connecticut 06424-0218

Telephone
Administration

(860) 267-2536

FAX (860) 267-9913

Telephone
Operations

(860) 267-4142

To: Members of the Joint Facilities

CC: David Cox, Town Manager
Jeff Jylkka, Director of Finance

Date: January 19, 2021,

From: Scott Clayton, Public Utilities Administrator

Re: Proposed Joint Facilities Operating Budget – F/Y 7/1/21 thru 6/30/22

Enclosed is the recommended operating and revenue budget for the forthcoming fiscal year. Any comments, changes or corrections received thru February 15, 2021 will be made in order that adoption may take place at the February 16, 2021 meeting. As you review the material, the following items are brought to your attention:

- This budget has been prepared under a modified philosophy of *zero-based* budgeting. We have provided for all 2021-22 expenses at the same expenditure rate as the previous year except for those known and quantifiable changes. All increases/decreases have been substantiated in the "Budget Detail".
- The F/Y transfer to the capital budget of \$487,036.00 can be found in the capital worksheet.

This year's recommended expense budget has been increased by **\$63,300.00 or 2.52%**, over last year.

The primary reason for this request is the Capital budget funding expense line item increased \$31,862.00 and, sludge disposal increased \$30,835.00 due to more solids being pressed.

The Capital budget has the inclusion of the MAPS force main replacement project financing of \$385,000.00 for the next three years as well as other smaller projects.



*Colchester ~ East Hampton
Water Pollution Control
Facilities*

2021-2022 OPERATIONS BUDGET

62-58-0582-XXXX

*Proposed: January 19, 2021
Adopted: February 16, 2021*

APPENDIX A
JOINT FACILITIES COMMITTEE
Fiscal Year 2021-2022
PROPOSED WAGES

Prop.
Inc.

B. Gilmore 12/17/12	Superintendent, Cl. IV Fiscal Year 2021-2022 06/01/19 \$ 44.00	@	\$ 45.10	per hr.		
			2.00% inc		\$ 93,808.00	\$ 93,808
J. Guillimen 9/17/18	Operator Class I Fiscal Year 2021-2022 26.45	@	\$ 27.05	per hr.		
			2.25% inc		\$ 56,253.86	\$ 56,254
J. Dombroski 10/17/05	Operator Class II Fiscal Year 2021-2022 class II a/o 10/17/08 28.33	@	\$ 28.97	per hr.		
			2.25% inc		\$ 60,252.24	\$ 60,252
C. Race 07/07/08	Operator Class II Fiscal Year 2021-2022 class II a/o 8/18/11	@	\$ 28.97	per hr.		
			2.25% inc		\$ 60,252.24	\$ 60,252
B. Gudelski 8/2/10	Operator Class III Fiscal Year 2020-2021 class III a/o 01/15/18 30.86	@	\$ 31.55	per hr.		
			2.25% inc		\$ 65,633.05	\$ 65,633
J. Savitsky 3/11/19	Operator Class I Fiscal Year 2020-2021 26.45	@	\$ 27.05	per hr.		
			2.25% inc		\$ 56,253.86	\$ 56,254
C. Flannery	Operator Class I Fiscal Year 2020-2021 26.45	@	\$ 27.05	per hr.		
			2.25% inc		\$ 56,253.86	\$ 56,254
P. Ceretta 12/30/2016	Operator Class III Fiscal Year 2021-2022 30.86	@	\$ 31.55	per hr.		
			2.25% inc		\$ 65,633.05	\$ 65,633
	Est. two (2) operators passing certification test					\$ 6,691
					Total	\$ 521,031

Note:

Contract year P/R adjusted by 2.25%

J/F Headcount 8
Operators 7

Appendix C
JOINT FACILITIES COMMITTEE
Fiscal Year 2021-2022

Consolidation Share Calculation

The consolidation share is the amount of money charged by Joint Facilities to provide personnel to maintain the Colchester & East Hampton Sewer Distribution System. The combined salaries of the **Chief Operator and one Operator** are split as follows: 40% Colchester, 40% East Hampton and 20% Jt. Fac.

5110 Full Time Salaries

(AppA)		
Superintendent, Cl. IV	\$	93,808
Operators (7 avg.)		61,032
Total	\$	154,840
		40%
	\$	61,936 each
Colchester	\$	61,936 share
East Hampton	\$	61,936 share

5130 Overtime Salaries

	<u>\$/hr</u>		<u>\$OT/hr</u>	
Superintendent, Cl. IV	\$ 45.10	\$	67.65	
Operators (avg.)	\$ 29.34	\$	44.01	
	\$ 37.22	\$	55.83	average
Colchester est. hrs.	225	\$	12,562	share
East Hampton est. hrs.	300	\$	16,750	share

5210 Medical Insurance

Based upon current premium cost/employee +5% per TH:

<u># of Empls.</u>	<u>estimated 18/19 premiums</u>			<u>Empl. Cost</u>	
	<u>Coverage</u>	<u>PER MO.</u>		<u>14%</u>	<u>Employer Cost</u>
4	HSAF	2,817	35,494	4,969	122,100
3	HSA+	2,288	28,829	4,036	99,171
3	HSS	1,078	13,583	1,902	35,044

10

	Total	\$256,315
Superintendent, Cl. IV		35,494
Operators (avg.)		25,969
Total	\$	61,463
		40%
		24,585 each

5220 Social Security

0.062

	<u>Reg. P/R</u>	<u>O/T P/R</u>	<u>F.I.C.A.</u>		
Colchester	61,936	12,562	0.062 \$	4,619	share
East Hampton	61,936	16,750	0.062 \$	4,878	share

5230 Pension

0.19

	<u>Reg. P/R</u>	<u>O/T P/R</u>	<u>Pension</u>		
Colchester	61,936	12,562	0.19 \$	13,782	share
East Hampton	61,936	16,750	0.19 \$	14,557	share

5260 Workers Comp.

inc. per TH

5%

field

Code Old Rate
7580 \$ 5.06 per \$100 of P/R

	<u>Reg. P/R</u>	<u>O/T P/R</u>	<u>Rate</u>		
Colchester	61,936	12,562	5.31 \$	3,959	share
East Hampton	61,936	16,750	5.31 \$	4,181	share

5213 Life Insurance

0.35 per \$1000 of compensation

	<u>Reg. P/R</u>	<u>Rate</u>		
Colchester	61,936	0.35 \$	260	share
East Hampton	61,936	0.35 \$	260	share

Auto Insurance / Vehicle Maintenance & Motor Fuel:

Vehicle maintenance, motor fuel & insurance is equally split to operate one utility vehicle.

Budgeted Cost	Insurance	Maintenance	Fuel	
	4,829	16,000	11,008	
	690	2,286	1,573	\$ 4,548 each

Note: Diesel Fuel paid to Town a/o 11/1/09

page 3 of 3

**Consolidation Share Summary
Joint Facilities Budget
Fiscal Year 2021-2022**

	<u>Colchester</u>	<u>East Hampton</u>
001 Regular Payroll:	\$ 61,935.95	\$ 61,935.95
003 Overtime:	\$ 12,562.13	\$ 16,749.51
011 Medical Insurance:	\$ 24,585.12	\$ 24,585.12
5220 Social Security	\$ 4,618.88	\$ 4,878.50
5230 Pension	\$ 13,782.15	\$ 14,556.81
5260 Workers Comp.		

APPENDIX B
JOINT FACILITIES COMMITTEE
Fiscal Year 2021-2022
FLOW READINGS FOR JOINT FACILITIES
January 2020 - December 2020

	<u>TOTAL FLOW</u>	<u>COLCHESTER</u>	<u>%</u>	<u>EAST HAMPTON</u>	<u>%</u>	<u>PREC</u>
JANUARY	48,294,500	22,237,300	46.05%	26,057,200	53.95%	1.02
FEBRUARY	42,997,700	19,577,300	45.53%	23,420,400	54.47%	1.89
MARCH	45,771,300	20,741,400	45.32%	25,029,900	54.68%	3.60
APRIL	58,893,200	25,891,500	43.96%	33,001,700	56.04%	6.30
MAY	49,704,300	23,324,015	46.93%	26,380,285	53.07%	2.35
JUNE	35,335,300	16,219,298	45.90%	19,116,002	54.10%	4.65
JULY	30,911,800	14,767,328	47.77%	16,144,472	52.23%	3.24
AUGUST	28,621,600	12,976,412	45.34%	15,645,188	54.66%	3.55
SEPTEMBER	27,278,000	12,451,400	45.65%	14,826,600	54.35%	1.87
OCTOBER	28,436,900	13,020,300	45.79%	15,416,600	54.21%	4.56
NOVEMBER	31,125,100	14,156,400	45.48%	16,968,700	54.52%	4.75
DECEMBER	58,448,600	24,453,900	41.84%	33,994,700	58.16%	6.90
TOTAL	<u><u>485,818,300</u></u>	<u><u>219,816,553</u></u> 485,818,300	45.25%	<u><u>266,001,747</u></u>	54.75%	44.68

East Hampton Unmetered Flow Calculation

23,500 gpd X 365 days/yr. = 8,577,500 gals/yr.

Total flow	=	485,818,300	+	8,577,500	=	494,395,800	
E.Hampton	=	266,001,747	+	8,577,500	=	274,579,247	55.54%
Colchester	=	219,816,553	+	0	=	219,816,553	44.46%

* includes:

Hebron Annual Flow	<u>82,442,900</u>	Marlborough Annual Flow	<u>20,774,746</u>
% of Colc. flow from Hebron/ LEB	37.51%	% of E.H. flow from Marl.	7.81%

	<u>Total Flow</u>	<u>Colchester</u>	<u>East Hampton</u>
2020	<u>494,395,800</u>	<u>219,816,553</u>	<u>274,579,247</u>
		44.46%	55.54%
2019	<u>538,119,800</u>	<u>234,678,800</u>	<u>303,441,000</u>
		43.61%	56.39%
2018	605,230,400	271,007,200	334,233,200
		44.78%	55.22%
2017	480,492,500	212,520,000	267,972,500
		44.23%	55.22%
2016	469,627,102	193,830,308	266,669,742
		42.09%	57.91%
2015	469,627,102	193,830,308	266,669,742
		43.49%	56.51%
2014	506,194,902	217,248,221	288,946,681
		42.92%	57.08%

2013	492,297,960	179,084,345 41.99%	313,213,615 58.01%	meter failure Board Adjted.
2012	439,144,400	210,613,654 47.96%	228,530,746 52.04%	meter failure Board Adjted.
2011	633,435,050	298,193,268 47.08%	343,819,682 54.28%	

**APPENDIX D
JOINT FACILITIES COMMITTEE
FY 2021-2022**

Projected Fund Balance as of 6/30/20

page 1 of 2

PROJECTED REVENUES: a/o 6/30/20

	<u>Approved FY 20-21</u>	<u>Estimated EOY Rev.</u>	<u>+/-</u>
Transfer from Undesignated Fund Balance	100,000	100,000	0
Transfer from Capital Fund Balance	0	0	0
Interest to be earned (Und F.B. budget 08)	100	100	0
Dumping Fees	240,000	240,000	0
East Hampton Share	1,019,728	1,019,728	0
Colchester Share	788,649	788,649	0
Consolidation Share:			
East Hampton	122,331	122,331	0
Colchester	117,092	117,092	0
Hebron	84,802	84,802	0
Marlborough	42,641	42,641	0
E.Hampton Water	1,000	1,000	0
* Other	500	5,100	4,600
TOTAL	2,516,843	2,521,443	<u>4,600</u>

EST. EOY REV.	2,521,443
PROJ. EOY EXP.	2,461,456
EST. FUND BAL.	59,987

*Other	
scrap sale	100
Ins. Clams	0
Sale of Vehicles	5,000
Constellation Energy	0
Total	5,100

PROJECTED EXPENDITURES a/o 6/30/21

	Approved F/Y 20-21	Estimated EOY Exp.	+/-
5110 Full Time Salaries	595,874	550,000	45,874
5120 P/T-Seasonal P/R	8,068	0	8,068
5130 Overtime Salaries	79,664	79,565	99
5140 Longevity	1,400	1,800	(400)
5210 Medical Insurance	252,770	206,399	46,371
5213 Life Insurance	2,503	2,539	(36)
5220 Social Security	42,384	42,857	(473)
5221 Medicare	9,912	9,696	216
5230 Pension	102,956	85,745	17,211
5235 DC Plan Contrib	13,500	12,000	1,500
5250 Unemployment Comp	1	0	1
5260 Workers Comp.	10,500	10,224	276
5316 Computer Services	800	0	800
5319 Training	9,500	3,000	6,500
5320 Physicals/Medical	1,500	500	1,000
5330 Prof/Tech. Services	34,803	25,000	9,803
5420 Bldg. Clng Services	4,682	4,000	682
5430 Bldg. & Equip. M & R	98,000	98,000	0
5435 Refuse Removal	16,433	12,000	4,433
5438 Vehicle Rep/Maint	15,000	15,000	0
5440 Rental/Contract	1,460	1,800	(340)
5480 Software Maint. Agrmt.	400	482	(82)
5520 Prop./Liab. Ins.	28,559	28,559	0
5530 Communications	13,550	10,000	3,550
5540 Newspaper Adv.	1,000	500	500
5580 Staff Travel	2,500	500	2,000
5590 Other Purchase Services	1,800	1,700	100
5595 Interfund Serv. Charge	13,523	13,523	0
5611 Office Supplies	3,500	3,000	500
5615 Uniform Allowance	6,700	5,225	1,475
5620 Heating Oil	42,625	35,000	7,625
5622 Electricity	225,976	218,976	7,000
5623 Compressed Gas	1,100	1,000	100
5627 Motor Fuel	16,640	10,000	6,640
5628 Sludge Disposal	194,490	190,000	4,490
5680 Chemicals	47,000	40,000	7,000
5690 Other Supp/Materials	74,650	74,650	0
5741 Mach/Equip/Tools	1,000	1,000	0
5742 Vehicles	1	149,900	(149,899)
5743 Furniture & Fixtures	1,500	1,500	0
5744 Computer Equipment	2,000	1,500	500
5810 Dues & Fees	37,771	29,000	8,771
5820 Bond Prinicipal pmt.	29,669	29,082	587
5830 Bond Interest pymt.	623	660	(37)
5890 Other	400	400	0
5980 Res. For Cap & Non-Rec	455,174	455,174	0
5990 Contingency	10,000	0	10,000
Projected Fund Balance as of 6/30/21	2,513,861	2,461,456	<u>52,405</u>

Appendix E
JOINT FACILITIES COMMITTEE
FY 2021-2022
Fund Balance Analysis

A.) Capital Fund Balance (orig Fund 88, ORG 62580584/ now fund 82)
(Formerly Sinking Fund for Equip. Replmt.)

* Balance - 6/30/20	\$	469,338.00	
* Interest as of 6/30/20	\$	1,006.00	
Transfer from FY 20/21 Acct # 5980 (May 2021 mtg)	\$	455,174.00	
Transfer from fund 62 Undesignated	\$	400,000.00	
Estimated Capital expenditures 20/21	\$	100,000.00	
total			\$1,225,518.00
			\$0.00
Anticipated Balance - 6/30/20 (Unaudited)	\$	1,225,518.00	1,225,518.00

B.) Undesignated Fund Balance (orig Fund 08, ORG 62580582/ now fund 62)
(composite balance of all previous budgets)

* Balance - 6/30/20	\$	697,707.00	
* Interest as of 6/30/20	\$	72.00	
Transfer to Capital	\$	-400,000.00	
* Designated as Revenue for F.Y. 21-22, see Appdx. D	\$	-100,000.00	
Anticipated revenues as of June 30 2021		2,521,442.89	
Anticipated expenses as of June 30 2021		-2,461,456.00	
Anticipated Balance - 6/30/20 (Unaudited)	\$	257,765.89	

* 6/30/20 Audit Report

JOINT FACILITIES OPERATIONS BUDGET DETAIL
Fiscal Year 2021-2022

page 1 of 6

1/19/21

5110 Full Time Salaries

P/R costs associated with Jt./Fac. personnel. See appendix A for details.				\$521,031
50% of WPCA personnel	PUA			\$57,222
50% of WPCA personnel	Secretarial	\$ 29.25	per contract	
	Reg. Pay		\$60,847	30,424
	28.68			
JFC O/T Minute taking		\$ 43.88		\$ 1,053.13
				Total \$609,730

5120 P/T-Seasonal P/R

(1) Note: 50% of 19.5 hrs/wk	P/T Clerical	current	new rate		
		\$ 15.45	\$ 15.91	per hour	8,068
					Total \$8,068

5130 Overtime Salaries

Scheduled weekends & holidays O/T as well as unscheduled work

Avg. Oper. Hrly rate:	\$ 37.22	from Appendix C		
Avg. Oper. Hrly 1.5 rate:	\$ 55.83	2 hrs/2 emp/Sat+holidays(9)		13,623
Avg. Oper. Hrly 2X rate:	\$ 74.44	2 hrs/2 emp/Sun+holidays(4)		16,675
Unsch. Jt./Fac.overtime P/R		<u>Est.</u>	act. a/o 12/31	
(Unsch/Emerg. 1.5X)	\$ 55.83	200	hrs	11,166
(Unsch/Emerg. 2.0X)	\$ 74.44	100	hrs	7,444
Hebron overtime P/R				
(Unsch/Emerg. 1.5X)	\$ 55.83	200	hrs	11,166
(Unsch/Emerg. 2.0X)	\$ 74.44	75	hrs	5,583
(Scheduled 1.5X)	\$ 55.83	50	hrs	2,792
Marlborough overtime P/R				
(Unsch/Emerg. 1.5X)	\$ 55.83	10	hrs	558
(Unsch/Emerg. 2.0X)	\$ 74.44	10	hrs	744
(Scheduled 1.5X)	\$ 55.83	10	hrs	558
Note: O/T normally reqs. 2 emps.				
Beeper + B/U Beeper	\$ 210.00	per week		10,920
				Total \$81,231

5140 Longevity

J. Dombroski - 10/17/05	\$ 500.00	C. Race - 7/7/08	\$ 350.00	
		B. Gudelski - 8/2/10	\$ 350.00	
		Linda Connors	\$ 350.00	
		Paul Ceretta	\$ 200.00	
		Josh Guillimen	n/a	Total \$ 1,750
		Jason Savitsky	n/a	
		Cody Flanery	n/a	

5210 Medical Insurance

# of Empls.	estimated 20/21 premiums	Empl. Cost	Employer Cost
Est. 5% increase	Coverage PER MO.	14%	
4	employee+2 2,817 35,494	4,969	122,100
3	employee+1 2,288 28,829	4,036	99,171
3	employee 1,078 13,583	1,902	35,044
			0

10

\$256,315

5213 Life Insurance

2.4% increase projected

0.35 per \$1000 of compensation/month

	P/R	Cost	monthly \$
5110 F/T. P/R	609,730	\$ 0.35	213
			Total
			\$2,561

5220 Social Security

0.062

Jt.Fac.+ P/T P/R
Jt.Fac O/T P/R

P/R
617,798
81,231

2.4% inc

Total \$43,340

5221 Medicare

0.0145

Total \$10,136

5230 Pension

Pension Contribution = 16.4 of P/R

0.164

5110 F/T. P/R + 5130 O/T P/R +1/2PUA

P/R
642,223

Total \$105,325

5235 DC Plan Contrib

4 employees @5% of salary

Total \$13,819

5250 Unemployment Comp

Total \$1

5260 Workers Comp.

Per TH proj. inc. 3%

	P/R	Code	cost per \$100 of P/R	new cost \$100 of P/R	
Jt.Fac.	521,031	7580	Pension	\$ 0.37	1,953
Clerical + P/T P/R	38,492	8810	\$ 0.36	\$ 0.37	144
Mgmt. P/R	57,222	9410	\$ 6.32	\$ 6.64	3,798
	616,745				Total
					\$10,500

5316 Computer Services

T.H software maint & support

Total \$800

5319 Training

Certification Training	3,000	Operator & Lab Certification
Educ & OSHA materials	3,000	
Seminars/Tmg. Materials	2,000	
WEFTEC Annual Conf. October	1,500	

Total \$9,500

5320 Physicals/Medical

Empl. Phys. & Drug Testing

Total \$1,500

5330 Prof/Tech. Services

Professional Services

Lab Testing

<i>Fin./Auditing Repts. (+5%/TH)</i>	\$	2,423	<i>TCLP</i>	\$	1,572	inc 2%
<i>USI</i>	\$	2,500	<i>Synagro Tstg.</i>	\$	1,337	inc 2%
<i>Prof/Engr. Services</i>	\$	6,000	<i>N wkly</i>	\$	7,445	inc 2%
<i>Labor Attny Fees (contract year)</i>	\$	750	<i>Tox/Sludge</i>	\$	11,825	inc 2%
<i>NPDES due 11/23 submit 180 days prior</i>	\$	-	<i>Grit</i>	\$	1,414	inc 2%
	\$	11,673	subtotal	\$	23,593	
		0				

Total \$35,266

5420 Bldg. Clning Services

\$3,182 wkly services
\$1,500 outside services

Total \$4,682

5430 Bldg. & Equip. M & R

Equipment M & R
building interior paint Building M & R
note: worked performed by others

40000
14000
9,000 Emerg. Gen. Maint. Cont.
5,000 Maint Contrt. PLC
2,500 Boiler Maintenance
1,500 Plant Flowmeter Calibration
250 Northeast Balance
650 Overhead Door
1,000 Annual Infared inspection
Fire Extinguishers
650 a.) Static Testing
600 b.) Regular Annual checks
1,500 Annual Overhead Crane Inspections

Special project.

20,000 Membranes for Fine Bubble Diffusers

Total \$96,650

5435 Refuse Removal

note: All Waste contract + CPI

Refuse + rags

5,993

Grit removal

9,962 (dumpster rental + trip chg. + commodity)
(82.93/mo X 245.61/per haul X 90.00/ton)

Total \$16,433

5438 Vehicle Rep/Maint

of vehicles 7

based upon current history

Total \$16,000

5440 Rental/Contract

Special services which are contracted out.

	Gas Welding Cylinders rental	250
per TH new copier same \$	Copier Maintenance/Lease (50%@\$XXX/mo)	1,150
	Post Office Box Rental (50%)	60
	Total	\$1,460

5622 Electricity

	monthly	annual		
Plant avg:	\$14,000	\$168,000	gen & trans fees	
Siphon & MAPS avg:	\$4,000	\$50,000	gen & trans fees	
street lighting	\$40	\$480		
CCM fees	\$208	\$2,496		
			Total	\$220,976

5623 Compressed Gas

Total \$1,100

5627 Motor Fuel

Motor Fuel (diesel)	\$9,050	5000	est. gals.	\$ 1.81	est. \$/gal	
Motor fuel (gas)	\$1,958	1100	est. gals.	\$ 1.78	est. \$/gal	
						Total \$ 11,008

5628 Sludge Disposal

per amended contract eff. 7/1/19

		current	new rate	
Synagro (tons)	1800	\$ 108.05	\$ 111.29	0% inc.
Trucking \$157/Load	Est. 156 Loads	\$25,000		
				Total \$225,325

5680 Chemicals

increase for RDT Polymer Total \$47,000

5690 Other Supp/Materials

Pers. Prot. & 1st Aid Equipmt.	1,900	Hebron	3,500	
Misc. Shop Equipmt/Tools	3,000	Marlborough	250	
Shop/Gen. Bldg. Supplies	3,500	Lab supplies	11,000	
Equipment M & R by Jt. Fac	50,000	Lab equipment	3,000	
New Snow Plow	\$5,000	Plant Housekeeping	6,500	
Lubrication Supplies (trans from 5627)	\$3,500			
	66,900	subtotal	24,250	Total \$91,150

5741 Mach/Equip/Tools

Total \$1,000

5742 Vehicles

Total \$1

5743 Furniture & Fixtures

Total \$1,500

5744 Computer Equipment

Total \$2,000

5810 Dues & Fees

NPDES annual fee	2,500	due 8/1	
Nitrogen Credits	33,000	based upon avg. 11 lbs/day over limit @ \$8.20 credit	
Prof. Dues (NEWEA, NACWA, etc)	2,000		
DEP Grit permit	750		
NPDES due 11/23 (\$4500 application fee)			Total \$38,250

5820 Bond Principal pmt.

Year 20 of 20, PIF 12/31/21 Total \$15,058

5830 Bond Interest pymt.

Year 20 of 20, PIF 12/31/21 Total \$89

5890 Other

Total \$400

5960 Extraordinary Items

Total \$2,000

page 6 of 6

5980 Res. For Cap & Non-Rec

This line item funds the Capital Budget. See Appendix E & Capital Budget.

Total \$487,036

5990 Contingency

Unforeseen expenses	5,000
Vac/ST buy out	5,000

Total \$10,000

Total expenses 21/22	\$2,577,161
Total expenses 20/21	\$2,513,861
+/-	\$63,300
	2.52%

JOINT FACILITIES OPERATING BUDGET

Fiscal Year 2021-2022

page 1 of 1

	Actual	APPROVED	BALANCE		PROPOSED		
	19-20	20-21	Current	%	2021-22	\$	%
Expenses*	BUDGET	BUDGET	01/12/20	Remaining	BUDGET	+/-	+/-
5110 Full Time Salaries	539,685	595,874	298,867	49.84%	609,730	13,856	2.33%
5120 P/T-Seasonal P/R	0	8,068	8,068	100.00%	8,068	0	0.0%
5130 Overtime Salaries	96,196	79,664	27,546	65.42%	81,231	1,567	2.0%
5140 Longevity	1,250	1,400	200	85.71%	1,750	350	25.0%
5210 Medical Insurance	176,106	252,770	156,422	38.12%	256,315	3,545	1.4%
5213 Life Insurance	607	2,503	2,158	86.22%	2,561	58	2.3%
5220 Social Security	37,915	42,384	21,653	48.91%	43,340	956	2.3%
5221 Medicare	8,867	9,912	5,063	48.92%	10,136	224	2.3%
5230 Pension	76,480	102,956	17,211	83.28%	105,325	2,369	2.3%
5235 DC Plan Contrib	12,356	13,500	6,059	55.12%	13,819	319	2.4%
5250 Unemployment Comp	0	1	1	100.00%	1	0	0.0%
5260 Workers Comp.	6,817	10,500	5,388	48.69%	10,500	0	0.0%
5316 Computer Services	0	800	800	100.00%	800	0	0.0%
5319 Training	6,873	9,500	8,265	13.00%	9,500	0	0.0%
5320 Physicals/Medical	493	1,500	1,500	100.00%	1,500	0	0.0%
5330 Prof/Tech. Services	31,142	34,803	9,403	72.98%	35,266	463	1.3%
5420 Bldg. Clning Services	3,172	4,682	(871)	118.60%	4,682	0	0.0%
5430 Bldg. & Equip. M & R	148,639	98,000	12,107	87.65%	96,650	(1,350)	-1.4%
5435 Refuse Removal	12,612	16,433	6,642	59.58%	16,433	0	0.0%
5438 Vehicle Rep/Maint	12,729	15,000	(5,889)	-39.26%	16,000	1,000	6.7%
5440 Rental/Contract	1,086	1,460	(502)	-34.38%	1,460	0	0.0%
5480 Software Maint. Agrmt.	270	400	(82)	120.50%	400	0	0.0%
5520 Prop./Liab. Ins.	20,845	28,559	12,301	56.93%	29,418	859	3.0%
5530 Communications	11,364	13,550	5,320	60.74%	12,650	(900)	-6.6%
5540 Newspaper Adv.	120	1,000	1,000	0.00%	750	(250)	-25.0%
5580 Staff Travel	1,224	2,500	2,050	18.00%	2,500	0	0.0%
5590 Other Purchase Services	1,680	1,800	120	93.33%	1,800	0	0.0%
5595 Interfund Serv. Charge	13,259	13,523	13,523	100.00%	13,929	406	3.0%
5611 Office Supplies	949	3,500	2,625	25.00%	2,000	(1,500)	-42.9%
5615 Uniform Allowance	3,626	6,700	800	88.06%	6,700	0	0.0%
5620 Heating Oil	14,552	42,625	27,625	35.19%	28,055	(14,570)	-34.2%
5622 Electricity	207,633	225,976	15,984	92.93%	220,976	(5,000)	-2.2%
5623 Compressed Gas	963	1,100	305	72.27%	1,100	0	0.0%
5627 Motor Fuel	8,900	16,640	13,206	20.64%	11,008	(5,632)	-33.8%
5628 Sludge Disposal	203,715	194,490	0	100.00%	225,325	30,835	15.9%
5680 Chemicals	44,549	47,000	6,426	86.33%	47,000	0	0.0%
5690 Other Supp/Materials	74,594	74,650	5,715	92.34%	91,150	16,500	22.1%
5741 Mach/Equip/Tools	822	1,000	342	65.80%	1,000	0	0.0%
5742 Vehicles	106,033	1	(149,899)	0.00%	1	0	-149899.00%
5743 Furniture & Fixtures	0	1,500	789	52.60%	1,500	0	0.0%
5744 Computer Equipment	2,263	2,000	2,000	0.00%	2,000	0	0.0%
5810 Dues & Fees	27,403	37,771	34,457	8.77%	38,250	479	1.3%
5820 Bond Prinicipal pmt.	29,082	29,669	14,908	49.75%	15,058	(14,611)	-49.2%
5830 Bond Interest pymt.	1,211	623	237	61.96%	89	(534)	-85.7%
5890 Other	0	400	400	100.00%	400	0	0.0%
5960 Extraordinary Items	211	0	(1,156)	0.00%	2,000	2,000	-1156.0%
5980 Res. For Cap & Non-Rec	325,124	455,174	455,174	100.00%	487,036	31,862	7.0%
5990 Contingency	0	10,000	10,000	100.00%	10,000	0	0.0%
	2,273,417	2,513,861	\$1,054,261	41.94%	\$2,577,161	\$63,300	
						+/-	2.52%
*Unaudited							
	16-17	17-18	18-19	19-20	20-21	21-22	
yr. to yr. increase	3.54%	3.89%	6.56%	8.58%	3.79%	2.52%	

APPENDIX G
JOINT FACILITIES COMMITTEE
 Fiscal Year 21/22
Capital Budget 2020-2030
Fund 82

<u>Est. Cost</u>	<u>Purchase Year</u>	<u>Projects</u>
\$485,000	2019/20	MAPS FORCEMAIN finacing
\$110,000	2019/20	Replace 2008 F-450 and Forklift
\$100,000	2019/20	MAPS WET WELL cleaning
\$385,000	2020/21	MAPS FORCEMAIN finacing
\$100,000		Plant Roofs
\$385,000	2021/22	MAPS FORCEMAIN finacing
\$100,000		Plant Roofs
\$385,000	2022/23	MAPS FORCEMAIN finacing
\$100,000	2022/23	Replace 2012 (4-CEN) F-450
\$485,000	2023/24	MAPS FORCEMAIN finacing
\$200,000	2024/25	Flights,chains & drives / secondary clarifiers
\$25,000	2025/26	repair/chip seal road @ outfall-High Point
\$30,000	2027/28	Replace 2013 Ford Escape
\$100,000	2027/28	RAS pumps/ Screw Centrifugal non clog
\$300,000	2028/29	Upgrade Nitrogen Blowers
\$1,000,000	2029/30	Clean 2 digester tanks (FPS)
\$257,716		** (required contingency)
\$ 3,110,000		Current Projected Total Capital Budget

\$1,225,518 * App. E Capital Fund Balance (Fund 82) as of 6/30/19

** Basic business practice as defined by Moody's & DEP requires a contingency of 5-10% of the annual operating budget be kept within the Capital Budget .
 115,621= 5%
 231,242 =10%

Recommended F/Y 20/21 funding level for Capital Budget
\$ 487,036 see line item 5980 Oper. Tranfer to Cap. Budget

Hebron Sewer System
Rate Schedule for Service
Fiscal Year 21/22
Appendix B

This rate schedule has been developed to provide costs including manpower to service the Hebron Sewer System by Joint Facilities. The following conditions apply:

- A. Sixteen (16) man hours per week will be provided for routine maintenance of eight (8) pump stations.
B. Additional service above the sixteen (16) hours will be on a scheduled overtime basis
C. Emergency service will be provided and designated as unscheduled overtime
D. Hebron will assume responsibility for:

1. All maintenance/exercise of stand-by generators
2. Maintenance of collection system
3. General groundskeeping maintenance of pump stations

- E. Joint Facilities will respond to all grinder pump alarms

Regular P/R	Superintendent, Cl. IV	93,808	per hour \$45.10
	Rate		
<i>F.I.C.A.</i>	0.0765		\$3.45
<i>Medical Ins.</i>	\$29,752		\$14.30
<i>Pension</i>	0.13		\$5.68
<i>Wrkrs Comp.</i>	\$ 5.31 per \$100 of P/R Code 7580		\$2.40
<i>Life Ins.</i>	0.35 per \$1000 of P/R		\$0.02
<i>Uniforms</i>	\$214.17		\$0.10
		Total/hr	\$71.05

Regular P/R	Operators Average Pay (7)	61,032	\$29.34
	Rate		
<i>F.I.C.A.</i>	0.0765		\$2.24
<i>Medical Ins.</i>	\$31,920		\$15.35
<i>Pension</i>	0.13		\$3.70
<i>Wrkrs Comp.</i>	\$ 5.31 per \$100 of P/R Code 7580		\$1.56
<i>Life Ins.</i>	0.35 per \$1000 of P/R		\$0.01
<i>Uniforms</i>	\$214.17		\$0.10
		Total/hr	\$52.30

Average Hourly Rate \$61.68

Overtime P/R	Operations/Maintenance Supervisor @ 1.5x		\$67.65
	Rate		
<i>F.I.C.A.</i>	0.0765		\$5.18
<i>Pension</i>	0.13		\$8.52
<i>Wrkrs Comp.</i>	\$ 5.31 per \$100 of P/R Code 7580		\$ 3.59
		Total/hr	\$84.94

Overtime P/R	Operators Average Pay @1.5x		\$44.01
	Rate		
<i>F.I.C.A.</i>	0.0765		\$3.37
<i>Pension</i>	0.10		\$4.40
<i>Wrkrs Comp.</i>	\$ 5.31 per \$100 of P/R Code 7580		\$ 2.34
		Total/hr	\$54.12

Avg. Hourly Rate @ 1.5x \$69.53

Overtime P/R	Operations/Maintenance Supervisor @ 2.0x	\$90.20
	Rate	
F.I.C.A.	0.0765	\$6.90
Pension	0.10	\$9.02
Wrkrs Comp.	\$ 5.31 per \$100 of P/R Code 7580	\$ 4.79
	Total/hr	\$110.91
Overtime P/R	Operators Average Pay @ 2.0x	\$58.68
	Rate	
F.I.C.A.	0.0765	\$4.49
Pension	0.10	\$5.87
Wrkrs Comp.	\$ 5.31 per \$100 of P/R Code 7580	\$ 3.12
	Total/hr	\$72.16

Average Hourly Rate @ 2.0x \$91.54

Estimated labor costs:

		Avg.Rate/hr	Hours	Total/yr
Regular P/R		\$61.68	16	\$51,316
Overtime P/R (Unsch/Emerg)	(1.5x)	\$69.53	200	\$13,906
Overtime P/R (Unsch/Emerg)	(2.0x)	\$91.54	75	\$6,865
Overtime P/R (Scheduled)	(1.5x)	\$69.53	50	\$3,477

Yearly costs maintenance costs (20%) associated with one vehicle to service Hebron present fleet = 7

Fuel	413	
Maintenance	428.5714	
Insurance	137.98	
Depreciation	1,000	
	\$1,979	per year
Total	\$165.00	per month

Yearly costs (20%) associated with alarm pager costs to service Hebron

(per 7/1/09-6/30/12 Wrkg. Agrmt.)	1st Beeper	125	1300
	Stand-by	90	936
	Total	\$2,236	per year
		\$186.00	per month

With the condition that Hebron provides a majority of the maintenance supplies such as disposable gloves, cleaners, rags, towels, etc., supplemental supplies provided by Joint Facilities will be charged to Hebron as necessary. The estimated cost for miscellaneous supplies provided by Jt. Facilities to Hebron. To be billed as actual.

Total \$3,500 per year

Vector Truck Rental cost \$175.00 per hour plus labor.

Hebron Cost Estimate Summary Fiscal Year 21/22

		per year	per month
Regular P/R		\$51,316	\$4,276.00
Overtime P/R	(Unsch/Emerg)	\$13,906	\$1,159.00
Overtime P/R	(Unsch/Emerg)	\$6,865	\$572.00
Overtime P/R	(Scheduled)	\$3,477	\$290.00
Vehicle Maint.		\$1,979	\$165.00
Alarm pager		\$2,236	\$186.00
Supplies		\$3,500.00	as billed
Vactor Truck Rate (\$175.00/hr)		as needed	as needed
	Hebron Revenue	\$83,279.00	\$6,648.00

APPENDIX F
JOINT FACILITIES COMMITTEE - REVENUE BUDGET
 Fiscal Year 2021-2022

	APPROVED 2020-21 <u>BUDGET</u>	EXPECTED 2020-21 <u>BUDGET</u>	PROPOSED 2021-22 <u>BUDGET</u>
Transfer from Und. F.B./ Capital	100,000	100,000	100,000
Transfer from Capital Budget	0	0	0
Interest to be Earned	100	100	100
Dumping Fees	240,000	240,000	240,000
East Hampton Share *	945,140	945,140	1,028,084
Colchester Share *	766,416	766,416	823,041
Consolidation Share (See Appendix C)			
East Hampton	122,753	122,753	131,696
Colchester	117,092	117,092	126,251
Hebron Operations	84,802	84,802	83,279
Marlborough Operations	42,641	42,641	43,211
East Hampton Water	1,000	1,000	1,000
Other (N-Crdts/Ins-Clms/Constellation En) (0 + 0 + 1,500.00)	500	5,100	500
Total Revenues	\$2,420,444	\$2,425,044	\$ 2,577,161

* Share Assessment to EH/Colc:
 See Appendix B

flow %

2021-22 Total	\$ 1,851,124.38	
East Hampton	\$ 1,028,083.85	55.54%
Colchester	\$ 823,040.53	44.46%

see Appendix B
 see Appendix B

2020-21 Total	\$1,808,377.49	
East Hampton	\$1,019,728.09	56.39%
Colchester	\$788,649.40	43.61%

2019-20 Total	\$1,711,514	
East Hampton	\$945,140.49	55.22%
Colchester	\$766,416.07	44.78%

2018-19 Total	\$1,520,811.08	
East Hampton	\$848,156.34	55.77%
Colchester	\$672,654.74	44.23%

2017-18 Total	\$1,288,571.09	
East Hampton	\$746,195.18	57.91%
Colchester	\$542,375.90	42.09%

2016-17 Total	\$1,206,539	
East Hampton	\$681,830.00	56.51%
Colchester	\$524,707.00	43.48%

2015-16 Total	\$ 1,239,049.23	
East Hampton	\$707,275	57.08%
Colchester	\$531,774	42.92%

APPENDIX H
Dump Fee Analysis 2021-22
10 year analysis

		<u>gallons</u>	<u>\$/gal.</u>	<u>N - credit \$</u>
Actual Collection F.Y. 04-05	\$ 194,750.00	5,627,750	\$0.0346	\$770
Actual Collection F.Y. 05-06	\$ 356,310.00	8,755,270	\$0.0407	\$15,140
Actual Collection F.Y. 06-07	\$ 406,930.00	9,142,340	\$0.0445	\$13,686
Actual Collection F.Y. 07-08	\$ 391,830.00	8,116,520	\$0.0483	\$12,760
Actual Collection F.Y. 08-09	\$ 302,725.00	5,860,120	\$0.0517	\$18,891
Actual Collection F.Y. 09-10	\$ 279,785.00	5,298,660	\$0.0528	\$18,764
Actual Collection F.Y. 10-11	\$ 138,879.00	2,589,840	\$0.0536	\$26,905
Actual Collection F.Y. 11-12	\$ 146,626.00	2,750,400	\$0.0533	\$7,675
Actual Collection F.Y. 12-13	\$ 128,039.00	1,648,500	\$0.0777	\$9,143
Actual Collection F.Y. 13-14	\$ 124,853.00	1,997,651	\$0.0625	\$18,838
Actual Collection F.Y. 14-15	\$ 110,489.00	1,767,827	\$0.0625	\$13,697
Actual Collection F.Y. 15-16	\$ 178,232.00	2,851,716	\$0.0625	\$20,831
Actual Collection F.Y. 16-17	\$ 202,437.00	3,079,055	\$0.0657	\$13,552
Actual Collection F.Y. 17-18	\$ 204,287.00	3,691,378	\$0.0553	\$12,755
Actual Collection F.Y. 18-19	\$ 209,852.03	3,357,631	\$0.0625	\$25,289
Actual Collection F.Y. 19-20	\$ 264,391.44	4,230,263	\$0.0625	\$25,289
Est. collection fees current F/Y	\$ 240,000.00			
Proposed D.F. Rev. F.Y. 21-22	\$ 240,000.00			

Management recommendation: 0.0% increase in the dump fees

Marlborough Sewer System
Rate Schedule for Service
Fiscal Year 21/22
Appendix B

This rate schedule has been developed to provide costs to service the wastewater system in Marlborough by the Joint Facilities and to determine the annual discharge fee to be paid to the EHWPCA. The following conditions apply:

- A. Eleven (11) manhours/week will be provided for routine maintenance at (1) pump station (inc. exer. generator).
- B. Additional services & maintenance above the eleven (11) hours will be on a scheduled over time basis
- C. Emergency service & maintenance will be provided and designated as unscheduled overtime
- D. J/F or its designee will respond to grinder pump alarms and designated as unscheduled overtime
- E. Marlborough will assume responsibility for general groundskeeping & maintenance of the pump station

			per hour
Regular P/R	Superintendent, Cl. IV	93,808	\$45.10
	Rate		
F.I.C.A.	0.0765		\$3.45
Medical Ins.	\$29,752		\$14.30
Pension	0.13		\$5.68
Wrkrs Comp.	\$ 5.31 per \$100 of P/R Code 7580		\$2.40
Life Ins.	0.35 per \$1000 of P/R		\$0.02
Uniforms	\$214.17		\$0.10
		Total/hr	\$71.05
Regular P/R	Operators Average Pay (6) rate	61,032	\$29.34
F.I.C.A.	0.0765		\$2.24
Medical Ins.	\$31,920		\$15.35
Pension	0.13		\$3.70
Wrkrs Comp.	\$ 5.31 per \$100 of P/R Code 7580		\$1.56
Life Ins.	0.35 per \$1000 of P/R		\$0.01
Uniforms	\$214.17		\$0.10
		Total/hr	\$52.30
Average Hourly Rate \$61.68			

1.5 Overtime P/R	Operations/Maintenance Supervisor @ 1.5x rate		\$67.65
	Rate		
F.I.C.A.	0.0765		\$5.18
Pension	0.13		\$8.52
Wrkrs Comp.	\$ 5.31 per \$100 of P/R Code 7580		\$ 3.59
		Total/hr	\$84.94
1.5 Overtime P/R	Operators Average Pay @1.5x rate		\$44.01
F.I.C.A.	0.0765		\$3.37
Pension	0.10		\$4.40
Wrkrs Comp.	\$ 5.31 per \$100 of P/R Code 7580		\$ 2.34
		Total/hr	\$54.12
Avg. Hourly Rate @ 1.5x \$69.53			

2.0 Overtime P/R	Operations/Maintenance Supervisor @ 2.0x	\$90.20
	Rate	
<i>F.I.C.A.</i>	0.0765	\$6.90
<i>Pension</i>	0.10	\$9.02
<i>Wrkrs Comp.</i>	\$ 5.31 per \$100 of P/R Code 7580	\$ 4.79
	Total/hr	\$110.91

2.0 Overtime P/R	Operators Average Pay @ 2.0x	\$58.68
	Rate	
<i>F.I.C.A.</i>	0.0765	\$4.49
<i>Pension</i>	0.10	\$5.87
<i>Wrkrs Comp.</i>	\$ 5.31 per \$100 of P/R Code 7580	\$ 3.12
	Total/hr	\$72.16

Average Hourly Rate @ 2.0x \$91.54

Estimated labor costs:

		Avg.Rate/hr	Hours	Total/yr	
Regular P/R		\$61.68	11	\$35,279	
Overtime P/R (Unsch/Emerg)	(1.5x)	\$69.53	10	\$695	note: 9 hrs through 12/31
Overtime P/R (Unsch/Emerg)	(2.0x)	\$91.54	10	\$915	note: 3 hrs through 12/31
Overtime P/R (Scheduled)	(1.5x)	\$69.53	10	\$695	note: 0 hrs through 12/31

Yearly costs maintenance costs (20%) associated with one vehicle to service Marlborough
present fleet = 7

Fuel	315
Maintenance	457
Insurance	118
Depreciation	1,000
	1,890 per year
Total	157 per month

Yearly costs (20%) associated with alarm pager costs to service Marlborough

(per 7/1/09-6/30/12 Wrkg. Agrmt.)	1st Beeper	125	1300
	Stand-by	90	936
	Total		\$2,236 per year
			\$186.00 per month

Marlborough will provide a majority of the maintenance supplies such as disposable gloves, cleaners, rags, towels, etc., supplemental supplies provided by Joint Facilities will be charged to Marlborough as necessary. The estimated cost for miscellaneous supplies provided by Jt. Facilities to Marlborough. To be billed as actual.

Total \$1,500 per year

Vactor Truck Rental cost \$175.00 per hour plus labor.

Marlborough Cost Estimate Summary Fiscal Year 21/22

		per year	per month
Regular P/R		\$35,279	\$2,940.00
Overtime P/R	(Unsch/Emerg)	\$695	\$58.00
Overtime P/R	(Unsch/Emerg)	\$915	\$76.00
Overtime P/R	(Scheduled)	\$695	\$58.00
Vehicle Maint.		\$1,890	\$157.00
Alarm pager		\$2,236	\$186.00
Supplies		\$1,500.00	as billed
Vactor Truck Rate (\$175.00/hr)		as needed	as needed

Operations Fee per section 8.XX of Sewerage Transit & Disposal Agreement:

Marlborough Revenue \$43,211.00 \$3,475.00
to be paid monthly to Jt. Fac.

Commodity Fee per section 7.XX of October 14, 2004 Sewerage Transit & Disposal Agreement:

20/21 Cost Basis: Total Flow: 485,818,300 a/o 12/31/20
Expense Budget: \$2,577,161 adopted 2/16/21
cost/1000 gals current yr: \$5.30 effective 7/1/21
cost/1000 gals 20-21: \$4.75
cost/1000 gals 19-20: \$4.06
cost/1000 gals 18-19: \$4.73
cost/1000 gals 17-18: \$4.73
cost/1000 gals 16-17: \$4.11
cost/1000 gals 15-16 : \$3.59
cost/1000 gals 3 yr avg : \$4.70 effective 7/1/21
to be paid quarterly to East Hampton WPCA