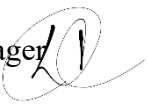


MEMORANDUM

TO: Town Council
FROM: David E. Cox, Town Manager 
DATE: March 8, 2024
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 or agencies. The items are organized by department and are intended to provide information on activities currently being undertaken by the Town's departments and related entities and those matters that are upcoming. Not all departments will be represented in each Report.

Ambulance

- Monthly training for East Hampton Ambulance Association members in January was on Connecticut Statewide Protocol Updates and February training covered Cold-Weather Emergencies and CO Poisoning. Additionally, CPR training was conducted for a local business in the area.
- The Town of East Hampton HEARTSafe designation renewal was submitted and approved by Department of Public Health, Office of Emergency Medical Services. An important takeaway from the HEARTSafe renewal information is that since the last renewal in 2020, 974 individuals have received training in CPR and AED use through the Association and other entities. That is nearly three times the amount trained in the previous renewal and almost twenty times more than the 2016 renewal. This is a strong indicator of increased community outreach for this training, including the schools' effort to ensure that every graduating high school student is trained in CPR.
- East Hampton Ambulance will be participating in the upcoming Touch a Truck event at Memorial School on March 16th, 2024 from 10am to 1pm.
- In the month of January 2024, East Hampton Ambulance responded to 94 incidents and six incidents went to mutual aid. During three of those calls, the East Hampton ambulance was already on a call. Response times (Time of Dispatch to on-scene) during the month averaged 9:37 minutes for calls in East Hampton, and 9:40 minutes for all calls, including those in other towns. By comparison, response times in January 2022 for all calls was 16:52 minutes, and in January 2023 was 10:44 minutes.
- In the month of February 2024, East Hampton Ambulance responded to 80 incidents and three incidents went to mutual aid including one during which the EHAA ambulance was already on a call. Response Times averaged 09:27 minutes for East Hampton calls, and 09:27 minutes for all calls, including other towns. Again, by comparison, response times

in February 2022 for all calls averaged 15:55 minutes, and in February 2023 averaged 11:34 minutes.

- Annual calls for service for 2023 were 1,184. Recent annual totals for all calls for service are shown below.

2022 - 1037

2020 - 1000

2021 - 1144

2019 - 1033

Clerk

- As a reminder for the information of local voters, the Presidential Primaries will be held Tuesday, April 2, 2024 at East Hampton High School from 6:00am to 8:00pm. Absentee ballots for the primaries will be available beginning Tuesday, March 12, 2024 in the Town Clerk's Office for voters who are registered in either the Democratic or Republican Party. The standard process applies for requesting, receiving and returning absentee ballots. Additionally, early voting will be available for the Presidential Primaries on March 26, 27, 28 and 30 at the Town Hall from 10:00am to 6:00pm each day.

Collector

- Residents who receive sanitary sewer service from the Town are reminded that the second installment of the sewer use bill is due by April 1. Payments legibly postmarked by the USPS on or before April 1, 2024 are considered timely regardless of when they are received by the Collector's Office. Payments received after that date, including payments received without postmark, are considered past due. As a reminder, payments may be made online through the link on the Town website (www.easthamptonct.gov). Payments made through direct withdrawal from a checking or savings account incur no transaction charge. Payments made by other methods will incur a charge. Also, payments by check may be placed in the drop box outside Town Hall and are considered timely if dropped before Town Hall opens at 8am on April 2.
- Staff in the Collector's Office and in the Finance Department are in preparation for a tax sale that will occur sometime this summer. The tax sale is an effort to collect long delinquent taxes and other payments due to the Town from the property owners that have allowed them to remain unpaid for three or more years. Each year a delinquency occurs, a lien is placed on the property by the Town and the property owner is notified. When a tax sale is planned, which occurs every few years, property owners are again notified, and payment is requested to address the liens and related interest. The properties of owners who cannot or do not sufficiently bring their accounts up to date are slated for auction through a strict statutory process. Proceeds from the sale of a property are used to pay the accumulated amount owed to the Town plus the costs associated with the tax sale.

Any remaining proceeds are returned to the owner. Additionally, the owner has a period of time after the tax sale to settle the debt and reacquire the property.

Library

- The Library continues to collect feedback from the community to develop its new Strategic Plan. A paper survey is available in-person at the Library, Senior Center, and Town Hall, and a digital version is available on the Library's website and social media pages. The Library is also hosting two more Community Conversations, which are guided roundtable discussions open to the public. They will take place on Friday, March 15 from 11:00am-12:30pm and Tuesday, March 26 from 6:30-8:00pm. All residents are encouraged to offer their feedback whether they are regular users or non-users of the Library services.
- The Library's Monthly Report for February is included in this Report.

Police

- During the month of February, the Department did not use Narcan, nor did it respond to any medical call in which a family member or other person had used it.

Public Works

- Bids are being received on March 14 for the replacement of the culvert and crossing on Wopowog over Safstrom Creek. As discussed with the Town Council at its recent meeting, pricing is being sought for two different options that will allow the Town to determine the timing of the improvement. Depending on whether the cost of the desired improvement is significantly different for an April 1 start in comparison to a July 1 start, staff may undertake a temporary repair and delay the project. A final plan and contract recommendation will be presented to the Town Council at its March 26 meeting.
- Staff is working on a variety of off-season and clean up projects including removing and replacing fencing at the Skinnerville Cemetery and cleaning of drainage swales, outlets and inlets. A crew is also clearing the large detention basin system at the Whispering Woods subdivision.
- The annual street sweeping program has begun and will continue until all streets in town have been swept. After all roads are swept once, the sweeping program shifts to localized cleaning as necessary, including additional sweeping in the Lake Pocotopaug watershed and in advance of major events and holidays.

- In the upcoming week, weather permitting, crews will begin installing under drain at the Middle School athletic fields, which is expected to make a significant impact on long term drainage issues there. Once underway, the work should take approximately 2 to 3 weeks.

Recreation

- The Youth Basketball and Travel Basketball seasons wrapped up on Saturday, March 2. As usual, the programs are being evaluated for potential improvements next season. Registration for Spring NFL Flag Football is online now and games are scheduled to begin on April 21.
- Sears Park Summer Camp and Little Wonders Summer Camp are up for registration on the Parks and Recreation website. The Department has introduced a new payment plan option for these programs, which has received positive feedback. These programs begin the week after school ends for the year and run for eight weeks. All other summer camps and clinics will be posted to the website for registration on March 22.
- A cleanup day on the Air Line Trail has been scheduled for May 4 from 9am to 12pm and the Department and the Air Line Trail Committee are seeking as many volunteers as possible to clean up the East Hampton portion of the Trail. Interested volunteers or local organizations interested in participating are asked to contact the Recreation Department or register through the Recreation Department website (<https://www.easthamptonct.gov/parks-and-recreation>). An event is also being planned for National Trails day on June 1.
- Seasonal Employment positions have been posted and the Department is now accepting applications for Gate Attendants, Lifeguards, Camp Counselors and Assistant Camp Director. Applications are available on the Town website at www.easthamptonct.gov or at the Recreation Department office in Town Hall.

WPCA

- The Town Water Pollution Control Authority (WPCA) and the East Hampton/Colchester Joint Facilities budgets for the upcoming fiscal year were recently approved after public hearings and meetings. The Joint Facilities budget, which primarily addressed treatment, includes a 3.57% increase in anticipated expenses. The WPCA budget, which addresses collection and transmission of wastewater in the Town of East Hampton, includes an increase of 4.41% in anticipated expenses. Any change of rates for sewer service will be determined in late summer for billing with an October 1 due date. The approved budgets are included in this Report.

Town Manager/Other

- The Town's water system engineer is beginning the recently approved work related to design of the potential system. One aspect of that work involves using a drone aircraft to provide high-resolution aerial data and mapping while capturing physical features needed to draft design plans. The work is anticipated to begin during the week of March 18 and will take place in the area of Middle Haddam and Cobalt; along the corridor between RT 66 and RT 16 to approximately Smith Street and north to the north side of the lake. Residents should expect to see a small, fixed wing airplane style drone that will fly approximately 400 feet above ground level in a pattern of parallel passes about 250 feet apart.
- An open house honoring Senior Center Coordinator Jo Ann Ewing will be held in the High School cafeteria on Saturday, March 9 from Noon until 4pm. Additionally, there will be a celebration program beginning at 1pm as part of the open house. The Community is invited to join in this celebration of this valued employee who is retiring after more than 20 years of service to the East Hampton older adult population and the community.
- The budget listening sessions will continue on Saturday, March 16 with a walk on the Air Line Trail from 9am to 11am beginning at the Cranberry Bog. The Board of Finance will begin its review of the draft budget beginning Monday, March 18 with a public presentation and hearing and then continues its review that week and into April. Interested parties are encouraged to visit the Town's website under the Finance Department at <https://www.easthamptonct.gov/finance/pages/2024-2025-budget> to access the budget drafts and other information about the budget..
- Residents of the Town reported hearing a loud noise or explosion and some felt a tremor on the morning of Wednesday, March 6. After checking of the area by the Police Department, during which no issues were found, the noise and tremor were initially attributed to the "Moodus Noises." The "Noises" are related to seismic activity south of the Salmon River in the village of Moodus and have been ongoing for centuries. However, the next day, the US Geological Survey confirmed that East Hampton had, in fact, experienced an earthquake with the epicenter being in the area behind Memorial School near the Air Line Trail. More information on the earthquake may be found on the USGS site here:
https://earthquake.usgs.gov/earthquakes/eventpage/us7000m3tl/executive?fbclid=IwAR0gIutZz6TPucRhcPj2lM8P_IP14YuuVl4CMgIblZhrwblOmIdkNvo1ttk

DC

cc: Management Staff

February 2024

Monthly Report

At a glance:

This section contains a brief summary of the most important information.

- The new teen space furniture has arrived, completing the area's transformation into a more welcoming and comfortable place for young adults to spend time. Initial feedback from the Teen Advisory Board was positive.
- The Strategic Planning Cohort team held a workshop with Library staff on February 16 to hear their aspirations for the Library and what opportunities they see for growth. Key findings in this meeting will be released as a part of the larger report combining all of our Community Conversation and survey data.

Strategic Plan Actions Update

This section contains information about new programs, services, collections, or initiatives directly relating to the Strategic Plan.

- The Library began a social media campaign this month to highlight its museum pass collection, which is generously funded by the Friends of the Library. Ms. Blanda and Ms. Cachuela visited several of the museums for which the Library owns a pass to take photos. Each week a different museum will be featured. Patrons have complimented the posts as fun, creative, and informative. *(Welcoming & Vibrant)*
- The Library has seen an increase in attendance for its Tech Help drop-in hours, which began in January, with other town departments referring their own patrons to the service for technology questions. *(Accessible & Inclusive) (Informative & Collaborative)*
- Ms. Blanda has begun facilitating a book club with interested 6th graders, which takes place at the Middle School during their lunch period. This is part of a renewed effort to increase outreach to the middle school grades. *(Accessible & Inclusive) (Informative & Collaborative)*

Department Reports

Administration:

This section contains general updates and news about Library administration.

- The Friends of the Library held their monthly meeting on February 5, during which they outlined the many upcoming fundraisers they are holding, include a yoga night, Mahjong tournament, book sale, community-wide scavenger hunt, and possibly a jigsaw puzzle competition.

- The Library Advisory Board held its monthly meeting on February 5, during which Ms. Cachuela presented the Library's FY 24/25 budget request. Notable changes from the FY 23/24 budget include a wage increase for part time staff to maintain a buffer between their pay rate and the rising minimum wage, additional money to meet the high demand for our eBook and digital audiobook resources, and funding for a language learning software called Transparent Language.
- The Strategic Planning Cohort team attended meetings on February 7, February 14, and February 28 to draft the Community Conversation and community survey questions and to create a plan for their advertisement and distribution. Ms. Cachuela conducted a one-on-one interview for the Strategic Planning process with Town Council liaison Deb Cunningham.
- The Library Advisory Board held a special meeting on February 19 to approve the proposed Strategic Planning Community Survey. The survey was approved by the Board, with an additional statement added to its introductory paragraph communicating that anyone over the age of twelve can complete their own survey and that multiple members of a single household can complete the survey. Ms. Cachuela presented the survey to Town Council on February 27, who approved it for distribution to residents. The survey will run from March 1-March 31 and will be available digitally via our website and social media pages, or as a paper version at the Library, Town Hall, or Senior Center.
- Ms. Cachuela attended the Arts and Culture Commission meeting on February 15, during which the Commission reviewed applications for its Capstone and community grants and made plans for their 2024 Garden Tour.
- Staff are in the beginning stages of planning for this year's Summer Reading program, including arranging the Kick Off event, developing a plan for community engagement, and soliciting prize donations.

Children's Department:

This section contains general updates and news about the Children's Department.

- The department held a special storytime and a drop-in handmade ice cream program on February 4 as part of its annual Take Your Child to the Library Day celebration. 60 community members participated.
- New Children's Librarian Dylan Waddington started on February 5. After a two-week training period, Ms. Waddington took over toddler and preschool storytimes beginning February 21. She will begin taking over preschool outreach visits in March.
- Nine new Baby Book Bags were delivered to local pediatricians at Middlesex Health Family Medicine.
- A new book, *How Do You Wokka Wokka?* by Elizabeth Bluemle was installed in the StoryWalk® at Seamster Park on February 26.

Adult / Young Adult Department:

This section contains general updates and news about the Adult / Young Adult Department.

- Ms. Blanda attended the CLA Children’s Section Annual Meeting on February 22 as a presenter, along with High School librarian Katie Tietjen and Middle School Library paraprofessional Christine Fielding. They were part of a panel discussion regarding Innovative Partnerships Between School and Public Libraries.
- The success of this year’s Cabin Fever History Series, in partnership with the Chatham Historical Society, has drawn the interest of other local groups who have inquired about similar programming partnerships. The Library is pleased to be working with the Garden Club and the Podium Players on upcoming presentations and performances, as well as local businesses like Dexter’s (supplying titles for their on-site book club) and Wildcraft Herb Shop, who graciously hosted the Library’s monthly Cookbook Club meeting in February.

Circulation and Technical Services Department:

This section contains general updates and news about the Circulation and Technical Services Department.

- Kindness for Kids, a local charitable organization, donated two Nintendo Switch games to our growing video game collection.
- Technical Services was busy relabeling shelving of collections moved in the creation of the new teen space in an effort to make them easier for patrons to find.

Strategic Plan Indicators of Success

Circulation

Borrowers (*Accessible and Inclusive*)

	+/- Last Month	February	January	December
Adults (borrowing physical items)	-20	1233	1253	1166
Children (borrowing physical items)	-34	232	266	254
Corporate (borrowing physical items)	-1	11	12	11
Staff (borrowing physical items)	-2	17	19	15
SUBTOTAL		1493	1550	1446
Overdrive	+19	231	212	255

Hoopla	-15	278	293	243
SUBTOTAL		509	505	498
TOTAL		2002	2055	1,944

Borrowing (*Welcoming and Vibrant, Informative and Collaborative*)

	2024	2024	2023	2023	2022	2021
	February	January	December	February	February	February
Adult Collection	3016	3302	2815	3,193	3,244	4,189
Children's Collection	2989	3086	2810	2,746	2,856	2,789
Young Adult	371	434	365	336	317	155
SUBTOTAL	6,376	6,822	5,990	6,275	6,417	7,133
eBooks – Overdrive	1005	986	1403	968	926	909
eBooks - Hoopla	783	842	711	608	578	562
SUBTOTAL	1788	1,828	2,144	1,576	1,504	1,471
TOTAL	8,164	8,650	8,104	7,851	7,921	8,604

Visits

Door Counter (*Welcoming and Vibrant*)

July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
5,019	6,497	3,964*	4,639	4,122	4,829	4,654	4,583				

*New Door Counter for September

Programs and Partners

Events, Workshops, Programs and Outreach (*Accessible and Inclusive*)

Onsite Programs				Participants		
	February 2024	February 2023	February 2022**	February 2024	February 2023	February 2022**
Adult	10	7	7	96	127	54
Children's	21	19	27	565	283	491
Young Adult	7	6	8	42	18	47
Intergenerational	1	0	2	60	0	57
SUBTOTAL	39	32	44	763	428	649
Self-Directed Activities				Participants		
Adult	1	2		15	23	
Children's	7	7		299	345	
Young Adult	2	2		4	24	
Intergenerational	0	1		0	75	

SUBTOTAL	10	12	**	318	467	**
Offsite Programs				Attendance		
Adult	1	1		18	1	
Children's	8	4		87	54	
Young Adult	5	2		35	24	
Intergenerational	0	0		0	0	
SUBTOTAL	14	7		140	79	
TOTAL	63	51	44	1221	974	649

**Program statistics for 2022 shown here include combined totals for in-person, self-directed and offsite. Specific stats for self-directed and offsite will be reported beginning in July, the first month those numbers are archived and available.

Promotion

Website (*Welcoming and Vibrant*)

	+/- last month	February	January	December
Users	+1409	3164	1755	1626
Sessions	+72	3161	3089	2672
Page Views	+722	5105	4383	3612
Events Calendar	-183	2322	2505	1586

- **5 Most Popular Pages:** Library Homepage, Library Homepage, Meeting Rooms, Hours & Contact Info, Library Staff

Social Media (*Welcoming and Vibrant*)

	+/- last month	February	January	December
Facebook				
Reactions/Comments/Shares	+167	479	312	458**
Page Reach	+11,282	16,088	4806	5863
New Followers	-16	19	35	30
Instagram				
Reactions/Comments/Shares	+121	309	188	5222**
Page Reach	+93	524	431	828
New Followers	+2	14	12	17

**Meta has changed the way they calculate Reactions/Comments/Shares/Views. This number no longer includes views and is now called 'Content Interactions'.

Town of East Hampton
Water Pollution Control Authority
P.O. Box 218, 20 Gildersleeve Drive
East Hampton, Connecticut 06424-0218
Telephone (860) 267-2536, FAX (860) 267-9913

To: Members of the WPCA

XC: David Cox, Town Manager
Jeff Jylkka, Finance Director

Date: February 5, 2024

From: Scott Clayton

Re: Proposed WPCA Expense Budget – F/Y 2024-2025

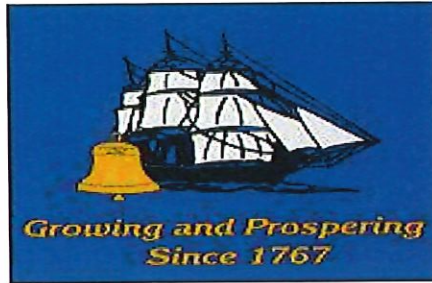
Enclosed is management's recommended operating expense budget for the forthcoming fiscal year. Adoption of the operating expense budget is proposed for the March 5, 2024 meeting. The Public Hearing for revenues will be conducted on September 3, 2024 with revenue adoption scheduled at the regular meeting to follow. As you review the material the following items are brought to your attention:

- We have provided for all expenses at the same expenditure rate as the previous year except for changes that are known and quantifiable. All increases/decreases have been substantiated in the "Budget Detail".

This year's budget of \$2,063,869.14 reflects a proposed increase in expenses of \$91,100.57 or 4.41% over last year. The primary reason for this increase, Capital budget funding expense line item increased \$29,007.00 account (#5980), and the increase in the Interfund Service of \$42,990.00 account (#5899) for Joint Facilities. Also, JFC labor costs have increased pending contract negotiations.

The Capital budget does not have any projects this year to help rebuild the account.

As in the past, this year's budget is derived by the flow received at the wastewater treatment plant from each Town. This year Colchester contributed 45.81% and East Hampton 54.19%. East Hampton's 2024/25 annual contribution to the Joint Facilities has been determined to be \$1,251,658.00 (account #5899) which is a 3.7% Increase or \$42,990.00 more than last year.



Town of East Hampton

Water Pollution Control Authority

***2024 - 2025
OPERATIONS BUDGET***

61-58-0581-XXXX

Proposed: February 6, 2024

Proposed Expense Adoption: March 5, 2024

Proposed Public Hearing: September 3, 2024

Proposed Revenue Adoption: September 3, 2024

PROPOSED RESOLUTION:

Management recommends that the 2024/25 Town of East Hampton WPCA Operating Budget, totaling \$ 2,063,869.14, be approved and adopted substantially in the form presented and made part of these minutes.

**WATER POLLUTION CONTROL AUTHORITY BUDGET
FISCAL YEAR 2024-25 DETAIL**

page 1 of 4

5110 Full Time P/R

50%	PUA					\$62,500		
50%	Adm. Asst.	\$	30.61	per contract				
	reg. Pay			57,376	3% inc	\$28,688		
	\$	29.91						
							Total	\$91,188

5120 P/T P/R (19.5 hrs/wk)

Note: (1) 50/25/25
minute taking

P/T CI	current	\$	15.00	\$	new rate	15.45	3,917		
							1,500		
								Total	\$5,417

5130 Overtime Salaries

no inc. WPCA minutes

Total	\$2,200
--------------	----------------

5140 Longevity

Linda Connors

350	175			
			Total	\$175

5210 Medical Insurance

Projected increase TH 8%

# of Employees	Coverage	PER MO.	P/Y+10%	Empl. Cost		Emplr. Cost	LC	SC
				15%				
1	HSAF	3,000	39,600	5,940		16,830		
1	HSAS	1,200	15,840	2,376		13,464		
				slow inc.		2,000		
							Total	\$32,294

5213 Life Insurance

0.35 per \$1000 of compensation

	<u>P/R</u>	<u>cost/mo</u>	<u>cost/mo</u>	
#5110	91,188	0.62	57	
			Total	\$678

5220 S.S. & 5221 Medicare

0.062
0.0145

	<u>P/R</u>	<u>SS</u>	<u>Medicare</u>		
#5110	91,188	5,654	1,322		
#5120	5,417	336	79		
#5130	2,200	136	32		
		5220	Social Security	Total	\$6,126
		5221	Medicare	Total	\$1,433

5230 Pension

0.25

5110 Secr.+PUA + 5130 O/T P/R	<u>P/R</u>	\$93,387.85	Total	23,347
inc per TH/finance				

5235 DC Plan Cont

Total 0

5260 Workers Comp.

Proj. inc. 50%/TH

	<u>P/R</u>	<u>code</u>	cost per	
			\$100 of P/R	
Mgmt.	62,500	9410	\$	3.30
clerical +P/T P/R	32,779	8810	\$	0.59

3,094
291
Total \$3,385

5310 Refunds

No projected increase

Total \$500

5316 Computer HW Maint

Town HW maint (Tom)

Total \$ 1,000

5319 Meetings/Conf.

<i>Certification Training</i>	600
<i>Educ & OSHA materials</i>	500
<i>Seminars/Training</i>	750

Total \$1,850

5330 Prof/Tech Services

<i>Annual Auditing Repts.</i>	7,000	
<i>Attorney fees</i>	3,500	
<i>Dev. Rev & Insp.</i>	5,000	
<i>Prof. Services Engr.</i>	2,500	GIS maintenance & I n I
CMOM	100,000	

Total \$118,000

5425 G.P. Repairs

Repairs to Grinder Pumps

Total \$50,000

5430 Bldg. & Equip. M&R

Pump station repairs

62,500	note: work performed by others
20,000	Emerg. Gen. Maint. Cont.
10,000	I n I repairs

5 new gensets

Total \$92,500

5438 Vehicle Repr./Maint

50% of 1 vehicle

Total \$750

5440 Rental/Contract

Special services which are contracted out.

Comcast internet/50%	390
Copier maintenance lease (50%@XXX/mo)	1,150
Post Office Box rental (50%)	70
Telephone (50% of 4 yr. Maint. Cont. 7/1/17-6/30/21)	3,300

Total \$4,910

5480 Computer SW Maint

Town (Tom) & T&B, GIS maint & support (Quality Data & Munis support)
GIS Hosting T&B

\$7,000
\$2,000
Total \$9,000

5520 Prop/Liab Insurance

inc 3%/th finance

	<u>current</u>	<u>current</u>	<u>split (81/19)</u>		
	Premium	Jt. Fac.	WPCA		
Property (B&M)	\$17,720	14,353	3,367	\$3,468	
Pub. Officials	\$1,506	1,220	286	\$295	
Gen. Liab.	\$11,465	9,287	2,178	\$2,244	
Auto	\$6,125	4,961	1,164	\$1,199	
Umb.	\$3,992	3,234	759	\$781	
Total	40,808	33,054	7,753	\$7,986	\$8,226

5530 Communications

	per month	annual		
Mission Scada		1000	Subscriber # 288512-1	
Telephone (SNET)	1,500	18,000	Note: 17 circuits/2 phones lines	
			Total	\$16,000

5540 Newspaper Adv.

no increase

Total \$1,200

5580 Staff Travel

Total \$1,000

5590 Other Purch. Serv.

Note: Quality Data Sewer billings
Bill hosting/Printing

2800 accounts @ \$ 1.60	Total	\$5,480
\$ 1,000.00		

5595 Interfund Serv. Chge

Inc. 3%/th finance

Billing, collecting & bookkeeping services provided by Town.

Total \$14,495

5611 Office Supplies

Office/Misc Supplies	2200	Total	\$2,200
----------------------	------	-------	---------

5622 Electricity

current monthly average \$ 4,750

Total \$65,550

5627 Motor Fuel				
(50% WPCA/50% Jt. Fac)	200 gals/month		Total	\$3,000
	\$ 2.50 per gal/per TH			
5680 Chemicals				
bioxide Hampton woods	1000 gal/tnk		Total	\$5,300
	\$ 2.65 / gal			
5690 Other Supp./Materials		\$ 64,000 note: work performed by the Jt. Fac.	Total	\$ 64,000
	Parts for pumps			
5741 Machinery			Total	\$0
5742 Vehicles			Total	\$0
5743 Furniture & Fixtures			Total	\$500
No projected increase				
5744 Computer Equip.			Total	\$3,000
5810 Dues & Fees				
	AWWA (50%) \$ 150.00			
	CWWA (50%) \$ 125.00			
	CAWPCA & CWPAA (100%) \$ 115.00			
	WEF (50%) \$ 75.00			
	Webster Bank \$ -		Total	\$465
5890 Other			Total	\$0
petty cash no projected inc.				
5893 Claims and Settlements			Total	\$0
5899 Interfund Serv. Chg.				
E.H. share to oper/maint the East Hampton WW system	\$ 147,006	J/F budget app. 2/11/24		
E.H. share to oper/maint the Joint Facilities WWTP	\$ 1,104,651	J/F budget app. 2/11/24		
		Total		\$1,251,658
5980 Res. For Cap & NR				
(Fund #81)	174,044		Total	\$174,044
5990 Contingency				
Unforeseen expenses	3000		Total	\$3,000
		Total Prop. Expenses 24/25	\$	2,063,869.14
		Total Prop. Expenses 23/24	\$	1,972,768.58
		Projected Total expenses 23/24	\$	1,922,678.00
		24/25 Inc +-	\$	91,100.57
		Percent Increase Over Prev Year		4.41%

APPENDIX G

WPCA

Fiscal Year 2024/25

Capital Budget 2019-2025

Fund 81

<u>Actual Cost</u>	<u>Est. Cost</u>	<u>Purchase Year</u>	<u>Projects</u>
\$236,600	\$236,000	2019/20	North Main LS controls, generator dialer
\$143,231	\$138,000	2020/21	Pine trail LS controls, generator, dialer
\$143,231	\$153,000	2020/21	Barbara ave LS controls, generator, dialer
\$390,164	\$425,000	2022/23	Pine trail Force Main
\$383,149	\$360,000	2022/23	North Maple Force Main
\$362,272	\$320,000	2022/23	Princess Pocotopaug Force Main
	\$0	2023/24	No Projects this year
	\$0	2024/25	No Projects this year
	\$300,000	2025/26	Old Marlborough LS controls, generator
	\$235,000	2026/27	Bay Road LS controls
	\$235,000	2026/27	North Maple LS controls
	\$188,000	2027/28	Chestnut Hill LS controls
	\$188,000	2027/28	Day Point LS controls
	\$2,778,000		Current Projected Total Capital Budget
	\$2,778,000.00		Current Fiscal Year 100% Funding Level

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. \$ 115,103

Recommended FY 24/25 funding level for Capital Budget

see line item 5980 Oper. Transfer to Cap. Budget

\$145,036

WPCA F/Y 2023-24 Operating Budget - Expenditures only

	Actual	APPROVED	Spent	%	PROPOSED	\$	%
	2022-23	2023-24			2024-25		
	EXPENSES	BUDGET	01/30/24	Available	BUDGET	+/-	+/-
5110 Full Time P/R	86,111	87,972	76,750	12.76%	91,188	3,216	3.7%
5120 P/T P/R (19.5 hrs/wk)	0	5,417	0	100.00%	5,417	(0)	0.0%
5130 Overtime Salaries	614	2,200	194	91.18%	2,200	0	0.0%
5140 Longevity	0	175	175	0.00%	175	0	0.0%
5210 Medical Insurance	22,531	31,168	15,315	50.86%	32,294	1,126	3.6%
5213 Life Insurance	116	665	89	86.62%	678	13	2.0%
5220 Social Security	5,198	5,927	4,662	21.34%	6,126	199	3.4%
5221 Medicare	1,216	1,386	1,090	21.36%	1,433	47	3.4%
5230 Pension	16,959	21,461	21,753	-1.36%	23,347	1,886	8.8%
5235 DC Plan Cont	0	0	0	0.00%	0	0	0.0%
5260 Workers Comp.	2,155	3,260	1,714	47.42%	3,385	125	3.8%
5310 Refunds	0	500	0	100.00%	500	0	0.0%
5316 Computer HW Maint	0	1,000	0	100.00%	1,000	0	0.0%
5319 Meetings/Conf.	605	1,850	0	100.00%	1,850	0	0.0%
5330 Prof/Tech Services	113,091	118,000	55,144	53.27%	118,000	0	0.0%
5425 G.P. Repairs	30,526	40,000	42,113	0.00%	50,000	10,000	25.0%
5430 Bldg. & Equip. M&R	118,073	92,500	61,630	33.37%	92,500	0	0.0%
5438 Vehicle Repr./Maint	0	750	0	100.00%	750	0	0.0%
5440 Rental/Contract	1,077	4,910	1,054	78.53%	4,910	0	0.0%
5480 Computer SW Maint	6,016	9,000	5,690	36.78%	9,000	0	0.0%
5520 Prop/Liab Insurance	5,327	7,986	4,037	49.45%	8,226	240	3.0%
5530 Communications	12,029	16,000	9,354	41.54%	16,000	0	0.0%
5540 Newspaper Adv.	610	1,200	533	55.58%	1,200	0	0.0%
5580 Staff Travel	275	1,000	139	86.10%	1,000	0	0.0%
5590 Other Purch. Serv.	2,994	5,480	3,675	32.94%	5,480	0	0.0%
5595 Interfund Serv. Chge	13,658	14,073	0	100.00%	14,495	422	3.0%
5611 Office Supplies	1,761	2,200	434	80.27%	2,200	0	0.0%
5622 Electricity	53,388	65,550	20,413	68.86%	65,550	0	0.0%
5627 Motor Fuel	1,510	3,180	478	84.97%	3,000	(180)	-5.7%
5680 Chemicals	0	5,300	0	100.00%	5,300	0	0.0%
5690 Other Supp./Materials	84,847	62,000	4,209	93.21%	64,000	2,000	3.2%
5741 Machinery	0	0	0	0.00%	0	0	0.0%
5742 Vehicles	0	0	0	0.00%	0	0	0.0%
5743 Furniture & Fixtures	0	500	0	100.00%	500	0	0.0%
5744 Computer Equip.	0	3,000	0	100.00%	3,000	0	0.0%
5810 Dues & Fees	20	465	496	-6.67%	465	0	0.0%
5890 Other	0	0	0	0.00%	0	0	0.0%
5893 Claims and Settlements	0	0	0	0.00%	0	0	0.0%
5899 Interfund Serv. Chg.	1,159,780	1,208,668	906,501	25.00%	1,251,658	42,990	3.6%
5980 Res. For Cap & NR	92,823	145,036	0	100.00%	174,044	29,008	20.0%
5990 Contingency	0	3,000	0	100.00%	3,000	0	0.0%
	\$1,833,310	\$1,972,779	\$1,237,642	37.26%	\$ 2,063,869	\$ 91,090	
					+/-	4.41%	

	Approved 23-24 Budget	Estimated EOY Budget	+/-	
PROJECTED REVENUES:				
Permit Fees -	300	3,000	2,700	
Developer Review & Inspection -	2,500	0	(2,500)	
Trans. from Equip. Sinking Fund #66	0	0	0	
Use Charges Billed:				
10/1/23 (3448 est. EDU's)				1,913,690
10/1/22 (3410 act. EDU's)	1,837,794	1,837,794	0	
Interim Billing	500	0	(500)	
Charges for Services (Prior Years)	1,500	1,500	0	
Delinquent Interest	5,000	22,665	17,665	
Lien Fees	500	2,523	2,023	
Use Charges (CL&P,Food Bag)	0	0	0	
Marlborough Discharge Fees	109,200	105,000	(4,200)	
Other	0	0	0	
Interest to be Earned	1,000	50	(950)	
Subtotal of Revenues -	1,958,294	1,972,532		
Transfer from Und.Fund Balance	(124,984)	0		
Total Revenue Budget	\$1,833,310	\$1,972,532	\$14,238	-\$139,222

		EOY Exp.	+/-
PROJECTED EXPENSES :			
5110 Full Time P/R	87,972	87,646	326
5120 P/T P/R (19.5 hrs/wk)	5,417	0	5,417
5130 Overtime Salaries	2,200	700	1,500
5140 Longevity	175	175	0
5210 Medical Insurance	31,168	22,000	9,168
5213 Life Insurance	655	200	455
5220 Social Security	5,927	5,000	927
5221 Medicare	1,386	1,300	86
5230 Pension	21,461	30,000	(8,539)
5235 DC Plan Cont	0	0	0
5260 Workers Comp.	3,260	3,000	260
5310 Refunds	500	0	500
5316 Computer HW Maint	1,000	500	500
5319 Meetings/Conf.	1,850	500	1,350
5330 Prof/Tech Services	118,000	115,000	3,000
5425 G.P. Repairs	40,000	40,000	0
5430 Bldg. & Equip. M&R	92,500	90,000	2,500
5438 Vehicle Repr./Maint	750	750	0
5440 Rental/Contract	4,910	2,000	2,910
5480 Computer SW Maint	9,000	9,000	0
5520 Prop/Liab Insurance	7,986	8,000	(14)
5530 Communications	16,000	16,000	0
5540 Newspaper Adv.	1,200	750	450
5580 Staff Travel	1,000	650	350
5590 Other Purch. Serv.	5,480	5,480	0
5595 Interfund Serv. Chge	14,073	13,523	550
5611 Office Supplies	2,200	2,000	200
5622 Electricity	65,550	50,000	15,550
5627 Motor Fuel	3,180	2,800	380
5680 Chemicals	5,300	0	5,300
5690 Other Supp./Materials	62,000	60,000	2,000
5741 Machinery	0	0	0
5742 Vehicles	0	0	0
5743 Furniture & Fixtures	500	500	0
5744 Computer Equip.	3,000	1,000	2,000
5810 Dues & Fees	465	500	(35)
5890 Other	0	0	0
5893 Claims and Settlements	0	0	0
5899 Interfund Serv. Chg.	1,208,668	1,208,668	0
5980 Res. For Cap & NR	145,036	145,036	0
5990 Contingency	3,000	0	3,000
Total Expenditures EOY	1,972,769	1,922,678	50,091

PROPOSED OPERATING BUDGET - WPCA
FISCAL YEAR 2024-25 REVENUE
 (estimated)

	APPROVED 23-24 BUDGET	EXPECTED 23-24 BUDGET	PROPOSED 24-25 BUDGET	Est. Revenue Analysis UNITS	fee	GP fee	# of GP	Revenue	Increase
Permit Fees -	300	2,035	300	10/10/05	\$ 230.00	\$ 50.00	94		
Developer Review & Inspection -	2,500	0	2,500	10/01/06	\$ 250.00	\$ 60.00	94		
Trans. from Capital Fund #86	0	0	0	10/01/07	\$ 260.00	\$ 75.00	94	\$825,790	
Use Charges:				10/08/08	\$ 270.00	\$ 80.00	94	\$869,090	
10/1/22 (3410 act. EDU's)	1,837,794	1,806,000	1,913,690	10/01/09	\$ 280.00	\$ 90.00	94	\$922,380	
10/1/23 (3435 est. EDU's)	500	500	500	10/1/10	\$ 290.00	\$ 90.00	94	\$976,190	
Interim Billing	1,500	979	1,500	10/1/11	\$ 300.00	\$ 120.00	94	\$1,051,380	
Charges for Services (Prior Years)	5,000	22,665	5,000	10/1/12	\$ 310.00	\$ 120.00	94	\$1,038,000	
Delinquent Interest	500	2,523	500	10/1/13	\$ 310.00	\$ 125.00	94	\$1,039,400	
Lien Fees	0	0	0	10/1/14	\$ 330.00	\$ 125.00	94	\$1,107,350	
Special Use Charges (CL&P, Food Bag)	109,200	107,250	113,100	10/1/15	\$ 345.00	\$ 125.00	94	\$1,160,600	
Marlborough Discharge Fees	0	1,250	0	10/1/16	\$ 345.00	\$ 125.00	94	\$1,172,675	
Other	1,000	7,270	1,000	10/1/17	\$ 355.00	\$ 125.00	94	\$1,206,325	\$33,650
Interest to be Eamed	1,958,294	1,950,472	2,038,090	10/1/18	\$ 365.00	\$ 125.00	94	\$1,241,800	\$35,475
Subtotal of Revenues -	(124,984)	(27,794)	25,780	10/1/19	\$ 455.00	\$ 150.00	94	\$1,576,570	\$334,770
Trans. From Und. F. B. (Fund 61)	1,833,310	1,972,532	2,063,869	10/1/20	\$ 495.00	\$ 175.00	94	\$1,698,460	\$121,890
TOTAL REVENUES -	1,833,310	1,972,532	2,063,869	10/1/21	\$ 520.00	\$ 200.00	94	\$1,771,720	\$73,260
TOTAL EXPENDITURES -	1,833,310	1,922,678	2,063,869	10/1/22	\$ 520.00	\$ 300.00	94	\$1,801,400	\$29,680
				10/1/23	\$ 560.00	\$ 350.00	90	\$1,955,100	\$153,700
				10/1/24	\$ 580.00	\$ 400.00	90	\$2,035,840	\$234,440

	06/30/23	06/30/22	06/30/21	06/30/20	06/30/19
Audited Balances					
Undesignated Fund Balance - Fund 61	\$593,391	\$351,000	\$400,351	\$1,141,307	\$879,862
proj. int. a/o 6/30/24	175				
Proj. Rev. 23/24	\$1,972,532				
Proj. Exp. 23/24	\$1,922,678				
Transfer to Capital 23/24	\$0				
unaudited Balances a/o 6/30/24	\$643,245	\$593,391	\$351,000	\$400,351	\$1,141,307
Capital Fund Balance - Fund 81	\$863,236	\$1,019,413	\$1,019,413	\$435,866	\$994,076
proj. int. a/o 6/30/24	400				
23/24 FY contribution	\$145,036				
23/24 FY withdrawal	\$0				
23/24FY transfer from undesignated Fund	\$0				
unaudited Balances a/o 6/30/24	\$1,008,672	\$863,236	\$1,098,000	\$1,019,413	\$435,866
Sewer Dev. Fund Balance - (Fund 52)	\$716,767	\$444,456	\$444,456	\$444,456	\$334,596
proj. int. a/o 6/30/24	200				
Proj. Sewer connection fees	20000				
unaudited Balances a/o 6/30/24	\$736,967	\$615,000	\$615,000	\$444,456	\$444,456

Note: Audited balances are BOLD



*Colchester ~ East Hampton
Water Pollution Control
Facilities*

2024-2025 OPERATIONS BUDGET

62-58-0582-XXXX

*Proposed: January 16, 2024
Adopted: February 27, 2024*

APPENDIX A
JOINT FACILITIES COMMITTEE
 Fiscal Year 2024-2025
PROPOSED WAGES

Prop.
Inc.

Open	Superintendent, Cl. IV Fiscal Year 2024-2025 06/01/23 \$ 51.35	@	\$ 52.89 per hr.		\$ 110,012.24	\$ 110,012
D. Stevens 11/13/23	Operator Class I Fiscal Year 2024-2025 28.42	@	\$ 29.70 per hr. 4.50% inc		\$ 61,773.71	\$ 61,774
J. Dombroski 10/17/05	Operator Class II Fiscal Year 2024-2025 class II a/o 10/17/08 30.43	@	\$ 31.80 per hr. 4.50% inc		\$ 66,142.65	\$ 66,143
C. Race 07/07/08	Operator Class II Fiscal Year 2024-2025 class II a/o 8/18/11	@	\$ 31.80 per hr. 4.50% inc		\$ 66,142.65	\$ 66,143
B. Gudelski 8/2/10	Operator Class III Fiscal Year 2024-2025 class III a/o 01/15/18 33.15	@	\$ 34.64 per hr. 4.50% inc		\$ 72,054.84	\$ 72,055
J. Savitsky 10/24/22	Operator Class I Fiscal Year 2024-2025 28.42	@	\$ 29.70 per hr. 4.50% inc		\$ 61,773.71	\$ 61,774
D. Kelsey 7/31/2023	Operator Class I Fiscal Year 2024-2025 28.42	@	\$ 29.70 per hr. 4.50% inc		\$ 61,773.71	\$ 61,774
P. Ceretta 12/30/2016	Operator Class III Fiscal Year 2024-2025 33.15	@	\$ 34.64 per hr. 4.50% inc		\$ 72,054.84	\$ 72,055
	Est. two (2) operators passing certification test					\$ 6,691
					Total	\$ 578,419

Note:

Contract year P/R adjusted by 4.50%

J/F Headcount 8
Operators 7

Appendix C
JOINT FACILITIES COMMITTEE
 Fiscal Year 2024-2025

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	\$	110,012
Operators (7 avg.)		66,915
Total	\$	176,928
		40%
	\$	70,771 each
Colchester	\$	70,771 share
East Hampton	\$	70,771 share

5130 Overtime Salaries

	<u>\$/hr</u>	<u>\$OT/hr</u>	
Superintendent, Cl. IV	\$ 52.89	\$ 79.34	
Operators (avg.)	\$ 32.17	\$ 48.26	
	\$ 42.53	\$ 63.80	average
Colchester est. hrs.	225	\$	14,354 share
East Hampton est. hrs.	300	\$	19,139 share

5210 Medical Insurance

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

<u># of Empls.</u>	<u>Coverage</u>	<u>estimated 18/19 premiums</u>		<u>Empl. Cost</u>	<u>Employer Cost</u>
		<u>PER MO.</u>		<u>14%</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
<u>10</u>					
	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	70,771	14,354	0.062 \$	5,278 share
East Hampton	70,771	19,139	0.062 \$	5,574 share

5230 Pension

0.19

	<u>Reg. P/R</u>	<u>O/T P/R</u>	<u>Pension</u>	
Colchester	70,771	14,354	0.19 \$	15,748 share
East Hampton	70,771	19,139	0.19 \$	16,633 share

5260 Workers Comp.

inc. per TH

3%

field

<u>Code</u>	<u>Old Rate</u>
7580	\$ 2.10 per \$100 of P/R

	<u>Reg. P/R</u>	<u>O/T P/R</u>	<u>Rate</u>	
Colchester	70,771	14,354	2.16 \$	1,841 share
East Hampton	70,771	19,139	2.16 \$	1,945 share

5213 Life Insurance

0.35 per \$1000 of compensation

	<u>Reg. P/R</u>	<u>Rate</u>	
Colchester	70,771	0.35 \$	297 share
East Hampton	70,771	0.35 \$	297 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	
	4,524	21,000	17,000	
	2,633	3,000	2,429	\$ 8,062 each

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

page 3 of 3

**Consolidation Share Summary
Joint Facilities Budget
Fiscal Year 2024-2025**

	<u>Colchester</u>	<u>East Hampton</u>
001 Regular Payroll:	\$ 70,771.02	\$ 70,771.02
003 Overtime:	\$ 14,354.10	\$ 19,138.80
011 Medical Insurance:	\$ 24,585.12	\$ 24,585.12
5220 Social Security	\$ 5,277.76	\$ 5,574.41
5230 Pension	\$ 15,748.15	\$ 16,633.32
5260 Workers Comp.		

APPENDIX B
JOINT FACILITIES COMMITTEE
Fiscal Year 2024-2025
FLOW READINGS FOR JOINT FACILITIES
 January 2023 - December 2023

	<u>TOTAL FLOW</u>	<u>COLCHESTER</u>	<u>%</u>	<u>EAST HAMPTON</u>	<u>%</u>	<u>PREC</u>
JANUARY	58,913,800	26,715,950	45.35%	32,197,850	54.65%	6.75
FEBRUARY	42,750,100	19,551,454	45.73%	23,198,646	54.27%	2.80
MARCH	55,476,400	24,758,310	44.63%	30,718,090	55.37%	5.38
APRIL	44,135,200	20,717,428	46.94%	23,417,772	53.06%	3.95
MAY	48,257,700	22,631,872	46.90%	25,625,828	53.10%	2.35
JUNE	32,403,700	15,086,800	46.56%	17,316,900	53.44%	2.40
JULY	36,380,700	18,522,738	50.91%	17,857,962	49.09%	80.30
AUGUST	36,743,200	17,778,750	48.39%	18,964,450	51.61%	6.20
SEPTEMBER	45,081,900	20,715,844	45.95%	24,366,056	54.05%	14.05
OCTOBER	51,656,400	24,624,763	47.67%	27,031,637	52.33%	2.70
NOVEMBER	41,361,500	19,367,504	46.82%	21,993,996	53.18%	2.55
DECEMBER	71,778,300	32,228,336	44.90%	39,549,964	55.10%	5.45
TOTAL	<u>564,938,900</u>	<u>262,699,749</u> 564,938,900	46.50%	<u>302,239,151</u>	53.50%	134.88

East Hampton Unmetered Flow Calculation

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

Total flow	=	564,938,900	+	8,577,500	=	573,516,400	
E. Hampton	=	302,239,151	+	8,577,500	=	310,816,651	54.19%
Colchester	=	262,699,749	+	0	=	262,699,749	45.81%

* includes:

Hebron Annual Flow	<u>89,371,258</u>	Marlborough Annual Flow	<u>22,162,508</u>
% of Colc. flow from Hebron/ LEB	34.02%	% of E.H. flow from Marl.	7.33%

	<u>Total Flow</u>	<u>Colchester</u>	<u>East Hampton</u>
2023	<u>573,516,400</u>	<u>262,699,749</u> 45.81%	<u>310,816,651</u> 54.19%
2022	<u>461,183,200</u>	<u>210,054,426</u> 45.55%	<u>251,128,774</u> 54.45%
2021	<u>514,088,400</u>	<u>234,692,700</u> 45.65%	<u>279,395,700</u> 54.35%
2020	<u>494,395,800</u>	<u>219,816,553</u> 44.46%	<u>274,579,247</u> 55.54%
2019	<u>538,119,800</u>	<u>234,678,800</u> 43.61%	<u>303,441,000</u> 56.39%
2018	605,230,400	271,007,200 44.78%	334,233,200 55.22%
2017	480,492,500	212,520,000	267,972,500

		44.23%	55.77%	
2016	469,627,102	193,830,308	266,669,742	
		41.27%	56.78%	
2015	469,627,102	193,830,308	266,669,742	
		41.27%	56.78%	
2014	506,194,902	217,248,221	288,946,681	
		42.92%	57.08%	
2013	492,297,960	179,084,345	313,213,615	meter failure
		41.99%	58.01%	Board Adjted.
2012	439,144,400	210,613,654	228,530,746	meter failure
		47.96%	52.04%	Board Adjted.

APPENDIX D
JOINT FACILITIES COMMITTEE
FY 2024-2025

Projected Fund Balance as of 6/30/24

page 1 of 2

PROJECTED REVENUES: a/o 6/30/24

	<u>Approved</u> <u>F/Y 23-24</u>	<u>Estimated</u> <u>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	5,000	4,900
Dumping Fees	260,000	200,000	(60,000)
East Hampton Share	1,017,336	1,017,336	0
Colchester Share	854,563	854,563	0
Consolidation Share:			
East Hampton	134,161	134,161	0
Colchester	126,251	126,251	0
Hebron	89,134	89,134	0
Marlborough	47,138	47,138	0
E.Hampton Water	1,000	1,000	0
* Other	500	109	(391)
TOTAL	2,630,184	2,574,693	<u>-55,491</u>

EST. EOY REV.	2,574,693
PROJ. EOY EXP.	2,561,405
EST. FUND BAL.	13,288

*Other	
scrap sale	109
Ins. Clams	0
Sale of Vehicles	0
Constellation Energy	0
Total	109

PROJECTED EXPENDITURES a/o 6/30/24

	Approved <u>F/Y 23-24</u>	Estimated <u>EOY Exp.</u>	<u>+/-</u>
5110 Full Time Salaries	640,640	600,000	40,640
5120 P/T-Seasonal P/R	8,068	0	8,068
5130 Overtime Salaries	89,396	79,565	9,831
5140 Longevity	1,750	1,750	0
5210 Medical Insurance	274,423	250,000	24,423
5213 Life Insurance	1,153	1,150	3
5220 Social Security	45,762	45,000	762
5221 Medicare	10,703	10,000	703
5230 Pension	98,431	95,000	3,431
5235 DC Plan Contrib	18,251	15,000	3,251
5250 Unemployment Comp	1	0	1
5260 Workers Comp.	14,008	14,000	8
5316 Computer Services	800	400	400
5319 Training	9,500	9,000	500
5320 Physicals/Medical	1,500	1,200	300
5330 Prof/Tech. Services	42,460	40,000	2,460
5420 Bldg. Clng Services	5,182	4,000	1,182
5430 Bldg. & Equip. M & R	108,950	140,000	(31,050)
5435 Refuse Removal	15,383	15,000	383
5438 Vehicle Rep/Maint	21,000	21,000	0
5440 Rental/Contract	1,525	1,500	25
5480 Software Maint. Agrmt.	1,147	1,147	0
5520 Prop./Liab. Ins.	31,210	30,301	909
5530 Communications	13,100	12,000	1,100
5540 Newspaper Adv.	200	2,000	(1,800)
5580 Staff Travel	2,500	2,500	0
5590 Other Purchase Services	0	100	(100)
5595 Interfund Serv. Charge	14,777	14,777	0
5611 Office Supplies	2,000	2,000	0
5615 Uniform Allowance	7,200	6,000	1,200
5620 Heating Oil	62,000	50,000	12,000
5622 Electricity	177,100	145,000	32,100
5623 Compressed Gas	1,100	1,000	100
5627 Motor Fuel	17,275	17,000	275
5628 Sludge Disposal	289,572	289,000	572
5680 Chemicals	70,500	70,000	500
5690 Other Supp/Materials	101,150	120,000	(18,850)
5741 Mach/Equip/Tools	2,000	2,000	0
5742 Vehicles	1	0	1
5743 Furniture & Fixtures	1,500	0	1,500
5744 Computer Equipment	7,000	2,000	5,000
5810 Dues & Fees	34,750	29,000	5,750
5820 Bond Principal pmt.	0	0	0
5830 Bond Interest pymt.	0	0	0
5960 Extraordinary Items	2,000	0	2,000
5890 Other	400	400	0
5980 Res. For Cap & Non-Rec	421,615	421,615	0
5990 Contingency	10,000	0	10,000
Projected Fund Balance as of 6/30/24	2,678,983	2,561,405	<u>117,578</u>

Appendix E
JOINT FACILITIES COMMITTEE
FY 2024-2025
Fund Balance Analysis

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

* Balance - 6/30/23	\$	1,887,765.00	
* Interest as of 6/30/23	\$	5,000.00	
Transfer from FY 23/24 Acct # 5980 (May 2024 mtg)	\$	421,615.00	
Estimated Capital expenditures 24/25	\$	50,000.00	
	total		\$2,264,380.00

Anticipated Balance - 6/30/24 (Unaudited)	\$	2,264,380.00	2,264,380.00
--	----	--------------	--------------

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

* Balance - 6/30/23	\$	322,539.00	
* Interest as of 6/30/23	\$	1,000.00	
* Designated as Revenue for F.Y. 23-24, see Appdx. D	\$	-100,000.00	
Anticipated revenues as of June 30 2024		2,574,692.81	
Anticipated expenses as of June 30 2024		-2,561,405.00	

Anticipated Balance - 6/30/24 (Unaudited)	\$	236,826.81	
--	----	------------	--

* 6/30/23 Audit Report

JOINT FACILITIES OPERATIONS BUDGET DETAIL
Fiscal Year 2024-2025

5110 Full Time Salaries

P/R costs associated with Jt./Fac. personnel. See appendix A for details.				\$578,419	
50% of WPCA personnel	PUA			\$62,500	
50% of WPCA personnel	Secretarial	\$ 30.61	per contract		
	Reg. Pay		\$57,376	3% inc	28,688
	29.91				
JFC O/T Minute taking		\$ 45.91			\$ 1,101.85
					Total
					\$670,709

5120 P/T-Seasonal P/R

(1) Note: 50% of 19.5 hrs/wk	P/T Clerical	current	\$ 15.45	new rate	\$ 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:	\$ 42.53	from Appendix C			
Avg. Oper. Hrly 1.5 rate:	\$ 63.80	2 hrs/2 emp/Sat+holidays(9)			15,566
Avg. Oper. Hrly 2X rate:	\$ 85.06	2 hrs/2 emp/Sun+holidays(4)			19,054
Unsch. Jt./Fac.overtime P/R		<u>Est.</u>		act. a/o 12/31	
(Unsch/Emerg. 1.5X)	\$ 63.80	200	hrs		12,759
(Unsch/Emerg. 2.0X)	\$ 85.06	100	hrs		8,506
Hebron overtime P/R					
(Unsch/Emerg. 1.5X)	\$ 63.80	200	hrs		12,759
(Unsch/Emerg. 2.0X)	\$ 85.06	75	hrs		6,380
(Scheduled 1.5X)	\$ 63.80	50	hrs		3,190
Marlborough overtime P/R					
(Unsch/Emerg. 1.5X)	\$ 63.80	10	hrs		638
(Unsch/Emerg. 2.0X)	\$ 85.06	10	hrs		851
(Scheduled 1.5X)	\$ 63.80	10	hrs		638
Note: O/T normally reqs. 2 emps.					
Beeper + B/U Beeper	\$ 260.00	per week			13,520
					Total
					\$93,860

5140 Longevity

C. Race - 7/7/08	\$ 350.00		
B. Gudelski - 8/2/10	\$ 350.00		
L. Connors 1/11/2010	\$ 350.00		
P. Ceretta	\$ 200.00		
J. Dombroski	\$ 500.00		
J. Savitski	n/a	Total	\$ 1,750
D. Kelsey	n/a		
New Hire	n/a		

5210 Medical Insurance

# of Empls.	Coverage	estimated 22/23 premiums		Empl. Cost	Employer Cost
Est. 5% increase		PER MO.		14.5%	
5	employee+2	3,261	41,089	5,958	175,655
3	employee+1	2,649	33,373	4,839	85,602
2	employee	1,248	15,724	2,280	26,888
					0

10

\$288,145

5213 Life Insurance

2.4% increase projected

0.15 per \$1000 of compensation/month

	P/R	Cost	monthly \$	
5110 F/T. P/R	670,709	\$ 0.15	101	
			Total	\$1,207

5220 Social Security

0.062

Jt.Fac.+ P/T P/R

Jt.Fac O/T P/R

P/R
678,777
93,860

2.4% inc

Total \$47,904

5221 Medicare

0.0145

Total \$11,203

5230 Pension

0.145

Pension Contribution = 14.5 of P/R

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

P/R
711,384

Total \$103,151

5235 DC Plan Contrib

4 employees @5% of salary

Total \$19,114

5250 Unemployment Comp

Total \$1

5260 Workers Comp.

Per TH proj. inc. 3%

	P/R	Code	cost per \$100 of P/R	
Jt.Fac.	578,419	7580	\$ 2.16	12,511
Clerical + P/T P/R	36,756	8810	\$ 2.16	795
Mgmt. P/R	62,500	9410	\$ 2.16	1,352
	677,675			Total \$14,658

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	
Fin./Auditing Repts. (+5%/TH)	\$ 2,423	TCLP	\$ 1,701 inc 3%
USI	\$ 2,500	Synagro Tstg.	\$ 1,447 inc 3%
Prof/Engr. Services	\$ 6,000	N wkly	\$ 8,057 inc 3%
Labor Attny Fees (contract year)	\$ 750	Tox/Sldge	\$ 12,797 inc 3%
NPDES due 9/25 submit 180 days prior	\$ 6,000	Grit	\$ 1,530 inc 3%
	\$ 17,673	subtotal	\$ 25,531

0

Total \$43,204

5420 Bldg. Cleaning Services

\$3,182 wkly services
\$2,000 outside services

Total \$5,182

5430 Bldg. & Equip. M & R

Equipment M & R 55000
building interior paint Building M & R 10000
note: worked performed by others

9,500 Emerg. Gen. Maint. Cont.
5,000 Maint Contrt. PLC
2,500 Boiler Maintenance
1,500 Plant Flowmeter Calibration
250 Northeast Balance
650 Overhead Door
3,500 Annual Infrared inspection
Fire Extinguishers
650 a.) Static Testing
600 b.) Regular Annual checks
1,500 Annual Overhead Crane Inspections

Special project.
10,000 Flow meter Replacements
10,000 PLC Replacements

Total \$110,650

5435 Refuse Removal

note: All Waste contract + CPI

Refuse + rags 6,695
Grit removal 8,240 (dumpster rental + trip chg. + commodity)
(82.93/mo X 245.61/per haul X 90.00/ton)

Total \$15,383

5438 Vehicle Rep/Maint

of vehicles 7

based upon current history

Total \$21,000

5440 Rental/Contract

Special services which are contracted out.

per TH new copier same \$ Gas Welding Cylinders rental 250
Copier Maintenance/Lease (50%@\$XXX/mo) 1,150
Post Office Box Rental (50%) 75
new Confined Space/ Col Fire Dept. 15,000
Info Shred 50

Total \$16,525

page 4 of 6

5480 Software Maint. Agrmt.

Quick books

Drop Box

License Office 365

300

211

636

Total \$1,147

5520 Prop./Liab. Ins.

Inc. 3%

Current split

	<u>Premium</u>	<u>Jt. Fac.</u>	<u>WPCA</u>	
Property (B&M)	\$18,289	\$14,814	\$3,475	14,814
Pub. Officials	\$1,126	\$912	\$214	912
Gen. Liab.	\$11,436	\$9,264	\$2,173	9,264
Auto	\$5,585	\$4,524	\$1,061	4,524
Umb.	\$3,251	\$2,633	\$618	2,633
total	\$39,687	\$32,146	\$7,540	

Total \$32,146

Total 18-19 prem. b/4 split \$32,177

5530 Communications

Postage	\$ 200	
Comcast (50%)	\$ 1,000	Internet
Comcast (50%) @ \$130/mo	\$ 2,000	Phones
Frontier	\$ 4,000	
Verizon	\$ 4,500	Mobile phones stipend
Mission communications	\$ 1,400	Maps/Plant
AYYEKA Backup Alarm	\$ 720	
ZOOM	\$ 275	

Total \$13,100

Total \$200

5540 Newspaper Adv.

5580 Staff Travel

\$1,000
WEFTEC \$1,500

Total \$2,500

5590 Other Purchase Services

Associated Security \$ 1,800

Total \$0

5595 Interfund Serv. Charge

3% inc./TH financial services

Total \$15,220

5611 Office Supplies

Total \$2,000

5615 Uniform Allowance

Yrly. Uniform Allowance @	\$375	10	3750	
Yrly. Safety Shoe Allowance @	\$225	10	2250	
NACWA clothing	\$1,200		1200	

Total \$7,200

5620 Heating Oil

per TH	\$	47,275	est. gals.	15,500	\$	3.05	est. /gal	Total	\$47,275
--------	----	--------	------------	--------	----	------	-----------	-------	----------

page 5 of 6

5622 Electricity

	monthly	annual	
Plant avg:	\$0	\$0	gen & trans fees
Siphon & MAPS avg:	\$4,000	\$50,000	gen & trans fees
street lighting	\$0	\$0	
CCM fees	\$175	\$2,100	
NJR Clean Energy	\$10,417	\$125,000	
			Total
			\$177,100

5623 Compressed Gas

Total \$1,100

5627 Motor Fuel

Motor Fuel (diesel)	\$4,500	1500	est. gals.	\$	3.00	est. \$/gal	
Motor fuel (gas)	\$12,500	5000	est. gals.	\$	2.50	est. \$/gal	
						Total	
						\$	17,000

5628 Sludge Disposal

Contract due for renewal 6/30/22 est 10% inc		current	new rate
Synagro (tons)	2000	\$ 128.00	\$ 140.80
Trucking \$200/Load	Est. 156 Loads	\$31,200	
			Total
			\$312,800

5680 Chemicals

increase in all chemicals aprox 5% Total \$74,025

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	70,000	Lab equipment	3,000
		Plant Housekeeping	6,500
Lubrication Supplies (trans from 5627)	\$3,500		
	81,900	subtotal	24,250
			Total
			\$106,150

5741 Mach/Equip/Tools

Total \$2,000

5742 Vehicles

Total \$1

5743 Furniture & Fixtures

Total \$1,500

5744 Computer Equipment

Total \$7,000

6 Computers for Windows 11 half in 22-23 and half in 23-24**5810 Dues & Fees**

NPDES annual fee	2,500	due 8/1
Nitrogen Credits	28,000	based upon avg. 11 lbs/day over limit @ \$8.20 credit

Prof. Dues (NEWEA, NACWA, etc)	2,000		
DEP Grit permit	750		
NPDES due 11/24 (\$4500 application fee)	4,500	Total	\$37,750

5820 Bond Principal pmt.

Last Payment 12/31/21		Total	\$0
-----------------------	--	-------	-----

5830 Bond Interest pymt.

Last Payment 12/31/21		Total	\$0
-----------------------	--	-------	-----

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	\$421,615
-------	-----------

5990 Contingency

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

Total	\$10,000
-------	----------

Total expenses 24/25	\$2,774,744
Total expenses 23/24	\$2,678,983
+/-	\$95,761
	3.57%

JOINT FACILITIES OPERATING BUDGET

Fiscal Year 2024-2025

	Actual	APPROVED	BALANCE	%	PROPOSED	\$	%
	22-23	23-24	Current		2024-25		
Expenses*	BUDGET	BUDGET	01/03/24	Remaining	BUDGET		
5110 Full Time Salaries	580,020	640,640	384,708	39.95%	670,709	30,069	4.69%
5120 P/T-Seasonal P/R	0	8,068	8,068	100.00%	8,068	0	0.0%
5130 Overtime Salaries	103,527	89,396	28,890	67.68%	93,860	4,464	5.0%
5140 Longevity	1,200	1,750	400	77.14%	1,750	0	0.0%
5210 Medical Insurance	191,801	274,423	153,635	44.02%	288,145	13,722	5.0%
5213 Life Insurance	797	1,153	662	57.42%	1,207	54	4.7%
5220 Social Security	40,552	45,762	27,683	39.51%	47,904	2,142	4.7%
5221 Medicare	9,484	10,703	6,475	39.50%	11,203	500	4.7%
5230 Pension	89,775	98,431	1,679	98.29%	103,151	4,720	4.8%
5235 DC Plan Contrib	13,588	18,251	12,802	29.86%	19,114	863	4.7%
5250 Unemployment Comp	0	1	1	99.00%	1	0	0.0%
5260 Workers Comp.	10,774	14,008	5,436	61.19%	14,658	650	4.6%
5316 Computer Services	0	800	800	100.00%	800	0	0.0%
5319 Training	3,749	9,500	8,032	15.45%	9,500	0	0.0%
5320 Physicals/Medical	512	1,500	1,166	77.73%	1,500	0	0.0%
5330 Prof/Tech. Services	26,534	42,460	14,610	65.59%	43,204	744	1.8%
5420 Bldg. Cleaning Services	5,233	5,182	2,010	61.21%	5,182	0	0.0%
5430 Bldg. & Equip. M & R	178,756	108,950	10,665	9.79%	110,650	1,700	1.6%
5435 Refuse Removal	14,025	15,383	7,662	50.19%	15,383	0	0.0%
5438 Vehicle Rep/Maint	21,160	21,000	2,425	11.55%	21,000	0	0.0%
5440 Rental/Contract	1,052	1,525	321	21.05%	16,525	15,000	983.6%
5480 Software Maint. Agrmt.	878	1,147	827	72.10%	1,147	0	0.0%
5520 Prop./Liab. Ins.	22,595	31,210	14,086	54.87%	32,146	936	3.0%
5530 Communications	13,100	13,100	2,120	83.82%	13,100	0	0.0%
5540 Newspaper Adv.	40	200	(1,079)	0.00%	200	0	0.0%
5580 Staff Travel	1,778	2,500	1,742	30.32%	2,500	0	0.0%
5590 Other Purchase Services	1,680	0	(99)	200.00%	0	0	0.0%
5595 Interfund Serv. Charge	13,658	14,777	14,777	100.00%	15,220	443	3.0%
5611 Office Supplies	1,200	2,000	952	52.40%	2,000	0	0.0%
5615 Uniform Allowance	3,033	7,200	4,144	42.44%	7,200	0	0.0%
5620 Heating Oil	30,935	62,000	49,951	19.43%	47,275	(14,725)	-23.8%
5622 Electricity	193,163	177,100	115,817	34.60%	177,100	0	0.0%
5623 Compressed Gas	1,003	1,100	538	51.09%	1,100	0	0.0%
5627 Motor Fuel	12,654	17,275	15,029	13.00%	17,000	(275)	-1.6%
5628 Sludge Disposal	235,966	289,572	89,572	69.07%	312,800	23,228	8.0%
5680 Chemicals	47,819	70,500	20,924	70.32%	74,025	3,525	5.0%
5690 Other Supp/Materials	120,435	101,150	36,736	63.68%	106,150	5,000	4.9%
5741 Mach/Equip/Tools	1,020	2,000	1,630	18.50%	2,000	0	0.0%
5742 Vehicles	0	1	102,858	0.00%	1	0	0.0%
5743 Furniture & Fixtures	0	1,500	1,500	100.00%	1,500	0	0.0%
5744 Computer Equipment	43	7,000	6,958	0.60%	7,000	0	0.0%
5810 Dues & Fees	29,163	34,750	33,685	3.06%	37,750	3,000	8.6%
5820 Bond Principal pmt.	15,059	0	1	0.00%	0	0	0.0%
5830 Bond Interest pymt.	88	0	1	0.00%	0	0	0.0%
5890 Other	0	400	400	100.00%	400	0	0.0%
5960 Extraordinary Items	424	2,000	0	0.00%	2,000	0	0.0%
5980 Res. For Cap & Non-Rec	487,036	421,615	421,615	100.00%	421,615	0	0.0%
5990 Contingency	0	10,000	10,000	100.00%	10,000	0	0.0%
	2,525,309	2,678,983	\$1,622,815	60.58%	\$2,774,744	\$95,761	

***Unaudited**

+/- 3.57%

	18-19	19-20	20-21	21-22	22-23	23-24	24-25
yr. to yr. increase	6.56%	8.58%	3.79%	2.52%	2.13%	1.78%	3.57%

APPENDIX G
 JOINT FACILITIES COMMITTEE
 Fiscal Year 24/25
 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
\$60,000	2022/23	Maps Pump/Ras Pump
\$100,000	2022/23	Replace 2012 (4-CEN) F-450
\$136,000	2023/24	AECOM Task order 1
\$45,000	2023/24	Replace 2014 F-250
\$20,000	2023/24	New Sander and Flat bed body for 2012 F-450
\$150,000	2023/24	Lakeside Repair
\$50,000	2024/25	AECOM Task Order 1
\$200,000	2025/26	Flights,chains & drives / secondary clarifiers
\$30,000	2025/26	RAS pumps/ Screw Centrifugal non clog
\$25,000	2026/27	repair/chip seal road @ outfall-High Point
\$30,000	2026/27	Replace 2013 Ford Escape
\$100,000	2027/28	Repave Outfall
\$300,000	2028/29	Upgrade Nitrogen Blowers
\$1,000,000	2029/30	Clean 2 digester tanks (FPS)
\$277,474		** (required contingency)
\$ 3,393,474		Current Projected Total Capital Budget

\$2,264,380 * App. E Capital Fund Balance (Fund 82) as of 6/30/23

** 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 .

5%=	\$ 138,737
10%=	\$ 277,474

Recommended F/Y 24/25 funding level for Capital Budget
\$ 421,615 see line item 5980 Oper. Transfer to Cap. Budget

Hebron Sewer System
Rate Schedule for Service
Fiscal Year 24/25
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	110,012	per hour \$52.89
	Rate		
<i>F.I.C.A.</i>	0.0765		\$4.05
<i>Medical Ins.</i>	\$41,089		\$19.75
<i>Pension</i>	0.15		\$7.67
<i>Wrkrs Comp.</i>	\$ 2.16 per \$100 of P/R Code 7580		\$1.14
<i>Life Ins.</i>	\$ 0.15 per \$1000 of P/R		\$0.01
<i>Uniforms</i>	\$240.00		\$0.12
		Total/hr	\$85.63
Regular P/R	Operators Average Pay (7)	66,915	\$32.17
	Rate		
<i>F.I.C.A.</i>	0.0765		\$2.46
<i>Medical Ins.</i>	\$42,719		\$20.54
<i>Pension</i>	0.15		\$4.66
<i>Wrkrs Comp.</i>	\$ 2.16 per \$100 of P/R Code 7580		\$0.70
<i>Life Ins.</i>	0.15 per \$1000 of P/R		\$0.00
<i>Uniforms</i>	\$240.00		\$0.12
		Total/hr	\$60.65
Average Hourly Rate \$73.14			
Overtime P/R	Operations/Maintenance Supervisor @ 1.5x		\$79.34
	Rate		
<i>F.I.C.A.</i>	0.0765		\$6.07
<i>Pension</i>	0.15		\$11.50
<i>Wrkrs Comp.</i>	\$ 2.16 per \$100 of P/R Code 7580		\$ 1.72
		Total/hr	\$98.62
Overtime P/R	Operators Average Pay @1.5x		\$48.26
	Rate		
<i>F.I.C.A.</i>	0.0765		\$3.69
<i>Pension</i>	0.10		\$4.83
<i>Wrkrs Comp.</i>	\$ 2.16 per \$100 of P/R Code 7580		\$ 1.04
		Total/hr	\$57.82
Avg. Hourly Rate @ 1.5x \$78.22			

Overtime P/R	Operations/Maintenance Supervisor @ 2.0x	\$105.78
	Rate	
F.I.C.A.	0.0765	\$8.09
Pension	0.10	\$10.58
Wrkrs Comp.	\$ 2.16 per \$100 of P/R Code 7580	\$ 2.29
	Total/hr	\$126.74
Overtime P/R	Operators Average Pay @ 2.0x	\$64.34
	Rate	
F.I.C.A.	0.0765	\$4.92
Pension	0.10	\$6.43
Wrkrs Comp.	\$ 2.16 per \$100 of P/R Code 7580	\$ 1.39
	Total/hr	\$77.09
Average Hourly Rate @ 2.0x		\$101.91

Estimated labor costs:

		Avg.Rate/hr	Hours	Total/yr
Regular P/R		\$73.14	16	\$60,852
Overtime P/R (Unsch/Emerg)	(1.5x)	\$78.22	200	\$15,644
Overtime P/R (Unsch/Emerg)	(2.0x)	\$101.91	75	\$7,644
Overtime P/R (Scheduled)	(1.5x)	\$78.22	50	\$3,911

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

Fuel	486
Maintenance	600
Insurance	129
Depreciation	1,000
	\$2,215 per year
Total	\$185.00 per month

Yearly costs (20%) associated with alarm pager costs to service Hebron (per Wrkg. Agrmt.)

1st Beeper	130	1352
Stand-by	130	1352
Total	\$2,704 per year	\$225.00 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 \$200.00 per hour plus labor.

Hebron Cost Estimate Summary Fiscal Year 24/25

		per year	per month
Regular P/R		\$60,852	\$5,071.00
Overtime P/R	(Unsch/Emerg)	\$15,644	\$1,304.00
Overtime P/R	(Unsch/Emerg)	\$7,644	\$637.00
Overtime P/R	(Scheduled)	\$3,911	\$326.00
Vehicle Maint.		\$2,215	\$185.00
Alarm pager		\$2,704	\$225.00
Supplies		\$3,500.00	as billed
Vactor Truck Rate (\$200.00/hr)		as needed	as needed
	Hebron Revenue	\$96,470.00	\$7,748.00

APPENDIX F
JOINT FACILITIES COMMITTEE - REVENUE BUDGET
Fiscal Year 2024-2025

	APPROVED 2023-24 BUDGET	EXPECTED 2023-24 BUDGET	PROPOSED 2024-25 BUDGET			
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	260,000	200,000	200,000			
East Hampton Share *	1,068,053	1,068,053	1,104,651	3.43%	INCREASE	36,598
Colchester Share *	893,364	893,364	933,642	4.51%	INCREASE	40,279
Consolidation Share (See Appendix C)						
East Hampton	134,161	134,161	147,006			
Colchester	126,251	126,251	140,936			
Hebron Operations	89,134	89,134	96,470			
Marlborough Operations	47,138	47,138	50,838			
East Hampton Water	1,000	1,000	1,000			
Other (N-Crdts/Ins-Clms/Constellation En) (0 + 0 + 1,500.00)	500	109	100			
Total Revenues	\$2,719,702	\$2,659,311	\$ 2,774,744			

* Share Assessment to EH/Colc: flow %
See Appendix B

2024-25 Total	\$ 2,038,293.59		
East Hampton	\$ 1,104,651.21	54.19%	see Appendix B
Colchester	\$ 933,642.38	45.81%	see Appendix B

2023-24 Total	\$ 1,961,416.84	
East Hampton	\$ 1,068,053.23	54.45%
Colchester	\$ 893,363.61	45.55%

2022-23 Total	\$ 1,871,898.95	
East Hampton	\$ 1,017,335.77	54.35%
Colchester	\$ 854,563.18	45.65%

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

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 2024-25
10 year analysis

		<u>gallons</u>	<u>\$/gal.</u>	<u>N - credit \$</u>
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	\$18,336
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	\$20,428
Actual Collection F.Y. 20-21	\$ 292,403.05	4,686,649	\$0.0624	\$12,571
Actual Collection F.Y. 21-22	\$ 234,717.43	3,755,478	\$0.0625	\$17,313
Actual Collection F.Y. 22-23	\$ 215,509.21	3,078,703	\$0.0700	\$27,296
Actual Collection F.Y. 23-24	\$ 118,552.14	1,693,602	\$0.0700	
Est. collection fees current F/Y	\$ 200,000.00			
Proposed D.F. Rev. F.Y. 24-25	\$ 260,000.00			

Management recommendation: No increase in the dump fees keep at \$0.07/gal

Marlborough Sewer System
Rate Schedule for Service
Fiscal Year 24/25
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

Regular P/R	Superintendent, Cl. IV	110,012	per hour \$52.89
	Rate		
<i>F.I.C.A.</i>	0.0765		\$4.05
<i>Medical Ins.</i>	\$41,089		\$19.75
<i>Pension</i>	0.15		\$7.67
<i>Wrkrs Comp.</i>	\$ 2.16 per \$100 of P/R Code 7580		\$1.14
<i>Life Ins.</i>	\$ 0.15 per \$1000 of P/R		\$0.01
<i>Uniforms</i>	\$240.00		\$0.12
		Total/hr	\$85.63
Regular P/R	Operators Average Pay (6) rate	66,915	\$32.17
<i>F.I.C.A.</i>	0.0765		\$2.46
<i>Medical Ins.</i>	\$42,719		\$20.54
<i>Pension</i>	0.15		\$4.66
<i>Wrkrs Comp.</i>	\$ 2.16 per \$100 of P/R Code 7580		\$0.70
<i>Life Ins.</i>	0.15 per \$1000 of P/R		\$0.00
<i>Uniforms</i>	\$240.00		\$0.12
		Total/hr	\$60.65
Average Hourly Rate		\$73.14	
1.5 Overtime P/R	Operations/Maintenance Supervisor @ 1.5x rate		\$79.34
	Rate		
<i>F.I.C.A.</i>	0.0765		\$6.07
<i>Pension</i>	0.15		\$11.50
<i>Wrkrs Comp.</i>	\$ 2.16 per \$100 of P/R Code 7580		\$ 1.72
		Total/hr	\$98.62
1.5 Overtime P/R	Operators Average Pay @1.5x rate		\$48.26
<i>F.I.C.A.</i>	0.0765		\$3.69
<i>Pension</i>	0.10		\$4.83
<i>Wrkrs Comp.</i>	\$ 2.16 per \$100 of P/R Code 7580		\$ 1.04
		Total/hr	\$57.82
Avg. Hourly Rate @ 1.5x		\$78.22	

2.0 Overtime P/R	Operations/Maintenance Supervisor @ 2.0x	\$105.78
	Rate	
<i>F.I.C.A.</i>	0.0765	\$8.09
<i>Pension</i>	0.10	\$10.58
<i>Wrkrs Comp.</i>	\$ 2.16 per \$100 of P/R Code 7580	\$ 2.29
	Total/hr	\$126.74

2.0 Overtime P/R	Operators Average Pay @ 2.0x	\$64.34
	Rate	
<i>F.I.C.A.</i>	0.0765	\$4.92
<i>Pension</i>	0.10	\$6.43
<i>Wrkrs Comp.</i>	\$ 2.16 per \$100 of P/R Code 7580	\$ 1.39
	Total/hr	\$77.09

Average Hourly Rate @ 2.0x \$101.91

Estimated labor costs:

		Avg.Rate/hr	Hours	Total/yr	
Regular P/R		\$73.14	11	\$41,836	
Overtime P/R (Unsch/Emerg)	(1.5x)	\$78.22	10	\$782	note: 9 hrs through 12/31
Overtime P/R (Unsch/Emerg)	(2.0x)	\$101.91	10	\$1,019	note: 3 hrs through 12/31
Overtime P/R (Scheduled)	(1.5x)	\$78.22	10	\$782	note: 0 hrs through 12/31

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

Fuel	486
Maintenance	600
Insurance	129
Depreciation	1,000
	2,215 per year
Total	\$185.00 per month

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

(per Wrkg. Agrmt.)	1st Beeper	130	1352
	Stand-by	130	1352
	Total		\$2,704 per year
			\$225.00 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 \$200.00 per hour plus labor.

Marlborough Cost Estimate Summary Fiscal Year 24/25

		per year	per month
Regular P/R		\$41,836	\$3,486.00
Overtime P/R	(Unsch/Emerg)	\$782	\$65.00
Overtime P/R	(Unsch/Emerg)	\$1,019	\$85.00
Overtime P/R	(Scheduled)	\$782	\$65.00
Vehicle Maint.		\$2,215	\$185.00
Alarm pager		\$2,704	\$225.00
Supplies		\$1,500.00	as billed
Vactor Truck Rate (\$200.00/hr)		as needed	as needed

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

Marlborough Revenue \$50,838.00 \$4,111.00
to be paid monthly to Jt. Fac.

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

24/25 Cost Basis: Total Flow: 564,938,900 a/o 12/31/23
Expense Budget: \$2,774,744 adopted 2/20/23
cost/1000 gals current yr: \$4.91 effective 7/1/24
cost/1000 gals 23-24: \$5.92
cost/1000 gals 22-23: \$5.21
cost/1000 gals 21-22: \$5.27
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 : \$5.33 effective 7/1/24

to be paid quarterly to East Hampton WPCA