


## MEMORANDUM

TO: Town Council

FROM: David E. Cox, Town Manager 

DATE: February 6, 2020

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.

### **Chatham Health**

- Chatham Health District is saying goodbye to its longtime chief sanitarian, Steve Knauf, as he retires on February 7th; but is welcoming a new chief sanitarian, Ryan McCammon, on February 14th. Ryan has over 20 years of experience in environmental health across several districts and municipal health departments in Connecticut, most recently in Glastonbury, including a previous stint in Chatham Health District from 2001-2004. Ryan's strengths are in septic/land use, environmental health policy, and staff training/workforce development. Ryan's office will be located in the CHD main office in East Hampton, but as with all our environmental health staff, he will go where the need is all across the district.
- The District continues to work with the State and CDC to monitor and provide information regarding the recent Novel Coronavirus outbreak. The latest update from the District is included. According to the information, while the virus is in the US and may be as close as Boston, there remains no cases in the Chatham Health District.
- The District Board approved its annual budget this week. The Town of East Hampton share will increase about \$7,500 to \$160,418 or about \$12.48 per person for the year. Fees for the member municipalities are charged based on resident population served. The budget is attached for information.

### **Collector's Office**

- As of the end of the day on February 5, 2020, about 95% of this year's taxes have been paid. Staff will continue to remind taxpayers of their obligations with delinquency reminders in an effort to get a voluntary payment. Later in the year, delinquent taxes

will be evaluated and a determination made as to what properties might be subject to sale to settle the tax obligation. About 1,800 reminders will be mailed to taxpayers most of which (1,100) are reminders to those that are delinquent on their motor vehicle taxes. About 400 property owners will receive notices related to real property. Information regarding collection rates is included with this Report.

### **Land Use Department**

- At its meeting on Wednesday, February 5, the Planning and Zoning Commission approved a Special Use Permit to the ownership of St. Clements Castle for a banquet facility at 49 Oakum Dock Road. The Permit outlined 25 conditions of the approval related to operation of the future facility and construction of the new building. A memo regarding the approval from Planning and Zoning Official Jeremy DeCarli is included in this Report.

### **Library**

- The Library's Ceiling Tile Replacement Project started on Monday, February 3. The Library remains open through the construction but sections of the building have been closed off to the public to allow workers day-time access to the facility. The Library is keeping the public updated on any closures through its website and Facebook page. Work is being completed steadily but we do not have an anticipated completion date yet.
- The Library was featured in a very complimentary article in the Middletown Press on Wednesday, February 5. The article encouraged residents to complete the Library's strategic planning survey and gave an update on some of the Library's recent successes. The article is attached and can be found here:  
<https://www.middletownpress.com/middletown/article/East-Hampton-library-officials-want-to-hear-from-15030486.php>

### **Police**

- As of this writing, eighteen applications have been received for the Police Officer vacancy. The application process closes on Sunday, February 9. It is anticipated that the hiring process would conclude by the end of May of 2020 and that the new Officer would be in the academy class that starts in June 2020.

### **Public Works**

- On Saturday February 1, the Department was called by dispatch at 4:00 am due to black icing conditions in town. The roads were treated and operations were suspended by 7:00 Saturday morning. Additionally, staff was prepared to respond to predicted icing conditions early (3am) Thursday, February 6, 2020. Despite temperatures hovering around the freezing point, no icing occurred and no salt or other materials were applied. Staff performed other, catch-up work at the shop during those hours.
- Department staff will be meeting with representatives of the Fire Department, Land Use Department and the Town Manager to review plans for moving ahead with dredging and cleaning work in Pocotopaug Creek and the retention pond for the Village Center fire suppression water system at 3 Walnut Avenue as included in the FY2020 Capital Plans. Staff will also be considering parking lot options for the parcel in follow up to previous Council conversations and in anticipation of future Council discussion.

### **WPCA**

- The Joint Facilities Committee has received its proposed FY 2021 Budget, a copy of which is included in this Report. The current proposal calls for an increase of 3.5% in expenses largely associated future capital projects. The Joint Facilities Committee will meet on February 18 to consider the proposed budget.
- WPCA has received its draft budget for FY 2021, a copy of which is attached to this Report. The current draft calls for an increase in expenses of approximately 6.5%. At this point, no specific discussion of rates is included. The WPCA will be considering the proposed budget at its meeting in March. The WPCA will be presenting to the Council regarding its budget and future plans in the upcoming weeks.

### **Town Manger/Other**

- Staff and Council Chair Brown met with our engineer and representatives of Department of Public Health this week to continue working to address the potential of expanded municipal water in East Hampton. The meeting resulted in a plan for development of supplemental questions to the two respondents to last summer's RFP, which are expected to be distributed by the end of the month. Additionally, we will be working to determine cost and water-consumption estimates from commercial users in the HWY 66 corridor as well as producing a Preliminary Engineering Report that would describe the potential future phasing and financial aspects of a system.

- Staff and the Town Attorney are working toward a closing on the Town Hall sale, which is expected to take place next week. As a reminder, the Town would remain in possession of the building at no charge until the end of June 2020 to allow final moving and disposal of any items not be used elsewhere.
  
- As part of the final land record search related to the Town Hall sale, it was confirmed that a Time Capsule is buried in the "front yard" of the current Hall. The Capsule was buried by the fourth-grade class from Middle Haddam School in 1976 and was to remain buried until 2076. We will be identifying the location using the maps found in the land record and will be arranging to relocate the Time Capsule to the new Town Hall. The Chatham Historical Society has been notified and will be working with us to ensure the transfer is completed. Some sort of rededication ceremony is likely to occur and that may be paired with any dedication and ribbon cutting activities we have for the new building.

DC

Attachments

cc: Management Staff



**BOARD MEMBERS**  
*Andrew Tierney, Chairman*  
*Stan Soby, Vice Chairman*  
*Peter Hughes, Treasurer*  
*Susan Bransfield*  
*Rosemary Coyle*  
*Robert Smith*  
*David Cox*  
*Kate Morris*



**DIRECTOR of HEALTH**  
*Russell Melmed, MPH*

*Colchester, East Haddam, East Hampton, Hebron, Marlborough, & Portland*

## **2/5/2020 Novel Coronavirus Update**

Chatham Health District is closely monitoring an outbreak of respiratory illness caused by a novel (new) coronavirus (named “2019-nCoV”) that was first detected in Wuhan City, Hubei Province, China and which continues to expand. Chinese health officials have reported thousands of 2019-nCoV infections; the virus is reportedly spreading from person-to-person in many parts of that country. Infections with 2019-nCoV, most of them associated with travel from Wuhan, also are being reported in a growing number of international locations, including the United States.

Chatham Health District will be participating in weekly Centers for Disease Control (CDC) conference calls on Mondays and weekly conference calls with the Connecticut Department of Public Health (CT DPH) on Wednesdays. Here is a brief synopsis of the current situation:

- **To date, we have not been notified by the State Department of Public Health of any patients under investigation for 2019-nCoV in Chatham Health District.**
- 260 people from 36 states in the U.S. are currently people under investigation (PUIs).
- 11 people have confirmed positive and 167 confirmed negative, 82 are pending. All confirmed positive are adults.
- Decision to test a person is made by a physician, in consultation with CT DPH and CDC.
- 27 international locations have identified cases of 2019-nCoV.
- There have been 2 cases person to person transmission in the U.S.
- The number of people coming from Wuhan is declining due to travel restrictions.
- Travelers are required to be monitored for up to 14 days after leaving China
- Travel Health Alert: <https://www.cdc.gov/coronavirus/2019-ncov/travelers/from-china.html>
- Individual risk depends on the level of exposure. See <https://www.cdc.gov/coronavirus/2019-ncov/php/risk-assessment.html>
- Consensus is that the incubation period is 2-14 days.

There is currently no vaccine or specific antiviral treatment to prevent 2019-nCoV infection. People infected with 2019-nCoV will receive supportive care to help relieve symptoms. Everyday preventive actions will help prevent the spread of respiratory viruses, including:

- Wash your hands often with soap and water for at least 20 seconds. If soap and water are not available, use an alcohol-based hand sanitizer.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Avoid close contact with people who are sick.
- Stay home when you are sick.
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
- Clean and disinfect frequently touched objects and surfaces.

FY2021 Budget Summary  
Approved by the BOH 2/4/2020

	<u>Approved 2019-2020</u>	<u>YTD Actual 2019-2020</u>	<u>Approved 2020-2021</u>	<u>Budgeted Total Change in dollars</u>	<u>Budgeted Change Percentage</u>
<b>Revenue</b>					
Interest	\$ 5.00	\$ -	\$ -	\$ (5.00)	-100.00%
State Per Capita	\$ 103,697.00	\$ 105,277.96	\$ 104,883.20	\$ 1,186.20	1.14%
Town Per Capita	\$ 749,275.50	\$ 374,637.72	\$ 785,279.04	\$ 36,003.54	4.81%
Env. Health Fee	\$ 175,000.00	\$ 76,840.98	\$ 175,000.00	\$ -	0.00%
Comm. Health Fee	\$ 16,000.00	\$ 15,409.59	\$ 16,000.00	\$ -	0.00%
Grants	\$ 69,491.00	\$ 9,662.15	\$ 74,865.42	\$ 5,374.42	7.73%
<b>Total Revenue</b>	<b>\$ 1,113,468.50</b>	<b>\$ 581,828.40</b>	<b>\$ 1,156,027.66</b>	<b>\$ 42,559.16</b>	<b>3.82%</b>
<b>Expenses</b>					
Salaries	\$ 690,875.00	\$ 283,607.83	\$ 703,871.69	\$ 12,996.69	1.88%
Fringe	\$ 237,521.44	\$ 113,301.11	\$ 272,737.84	\$ 35,216.40	14.83%
Operations	\$ 199,558.00	\$ 124,197.03	\$ 170,682.32	\$ (28,875.68)	-14.47%
Reserves	\$ 11,600.00	\$ 34,784.13	\$ 9,100.00	\$ (2,500.00)	-21.55%
<b>Total Expenses</b>	<b>\$1,112,954.44</b>	<b>\$555,890.10</b>	<b>\$1,156,391.84</b>	<b>\$43,437.41</b>	<b>3.90%</b>
Expense budget error	<b>(\$26,600.00)</b>		\$0.00		
<b>net Surplus/ (Deficit)</b>	<b>\$514.06</b>	<b>\$25,938.30</b>	<b>\$ (364.18)</b>		

FY2021 Revenue  
Approved by the BOH 2/4/2020

<u>Code</u>	<u>Sub-category</u>	<u>2018 Population</u>	<u>Rate</u>	<u>Approved 2019-2020</u>	<u>Rate</u>	<u>Approved 2020-2021</u>	<u>Change In Dollars</u>	<u>Change Percentage</u>
<b><u>Income</u></b>								
Interest				\$ 5.00		\$ -	\$ (5.00)	-100.00%
State Per Capita	3300			\$ 103,697.00		\$ 104,883.20	\$ 1,186.20	1.14%
Grants	3403	Emergency Pre		\$ 43,830.00		\$ 43,127.42	\$ (702.58)	-1.60%
		Block Grant		\$ 14,669.00		\$ 14,739.00	\$ 70.00	0.48%
		NAACHO		\$ 7,993.00		\$ 14,000.00	\$ 6,007.00	75.15%
		FDA		\$ 2,999.00		\$ 2,999.00	\$ -	0.00%
Total Grants				\$ 69,491.00		\$ 74,865.42	\$ 5,374.42	7.73%
Town Per Capita				<b>\$11.85</b>		<b>\$ 12.48</b>	<b>\$ 0.63</b>	<b>5.32%</b>
	3501	Colchester	15,936	\$ 189,943.65		\$ 198,881.28	\$ 8,937.63	4.71%
	3502	East Haddam	8,988	\$ 107,076.60		\$ 112,170.24	\$ 5,093.64	4.76%
	3503	East Hampton	12854	\$ 152,876.85		\$ 160,417.92	\$ 7,541.07	4.93%
	3504	Hebron	9482	\$ 112,657.95		\$ 118,335.36	\$ 5,677.41	5.04%
	3505	Marlborough	6358	\$ 75,804.45		\$ 79,347.84	\$ 3,543.39	4.67%
	3506	Portland	9305	\$ 110,916.00		\$ 116,126.40	\$ 5,210.40	4.70%
Total Town Per Capita			62,923	\$ 749,275.50		\$ 785,279.04	\$ 36,003.54	4.81%
Comm. Health Fee	3601	Flu income		\$ 16,000.00		\$ 16,000.00	\$ -	0.00%
Env. Health Fee	Various	36 Fees (Env.)		\$ 175,000.00		\$ 175,000.00	\$ -	0.00%
Total Revenue				\$ 1,113,468.50		\$ 1,156,027.66	\$ 42,559.16	3.82%

FY2021 Expenses  
Approved by the BOH 2/4/2020

Code	Sub-category	FTE	Approved	Year to Date 12.10.19	Approved	Budgeted	Budgeted
			FTE	2019-2020	Actual 2019-2020	2020-2021	Change in dollars
<b>Expense</b>							
<b>Salaries</b>							
	Total Salary		\$675,875.00	\$281,912.03	\$686,371.69	10,496.69	1.55%
	Total Salary, Contract and OT		\$690,875.00	\$283,607.83	\$703,871.69	12,996.69	1.88%
<b>Fringe</b>							
	5600 Health Ins. w/HSA & Dental		\$91,939.00	\$55,376.62	\$129,517.36	37,578.36	40.87%
	5610 Health Insurance Buyout		\$10,400.00	\$5,600.00	\$8,400.00	(2,000.00)	-19.23%
	5615 Pension		\$65,178.00	\$21,444.61	\$60,142.17	(5,035.83)	-7.73%
	5620 Workers Compensation		\$16,200.00	\$5,535.32	\$19,821.93	3,621.93	22.36%
	5625 Life Insurance		\$2,100.00	\$824.48	\$2,348.94	248.94	11.85%
	5630 Social Security - 6.2%		\$41,904.25	\$19,872.48	\$42,555.04	650.79	1.55%
	5631 Medicare - 1.45%		\$9,800.19	\$4,647.60	\$9,952.39	152.20	1.55%
	Total Fringe		\$237,521.44	\$113,301.11	\$272,737.84	35,216.40	14.83%
	Total Salary and Fringe		\$913,396.44	\$395,213.14	\$959,109.52	45,713.09	5.00%
	Total Salary, Contract, OT & Fringe		\$928,396.44	\$396,908.94	\$976,609.52	48,213.09	5.19%
<b>Operations</b>							
	6000 Motor Fuel		\$2,250.00	\$717.49	\$2,250.00	0.00	0.00%
	6005 Vehicle Maintenance		\$3,500.00	\$165.92	\$4,000.00	500.00	14.29%
	6015 Staff Mileage Reimburse.		\$2,000.00	\$1,521.63	\$3,000.00	1,000.00	50.00%
	6020 Vehicle purchase		\$7,500.00	\$0.00	\$0.00	(7,500.00)	-100.00%
	6025 Books and periodicals		\$0.00		\$0.00	0.00	
	6030 Postage		\$1,000.00	\$480.69	\$1,100.00	100.00	10.00%
	6031 Cell phone -telephone internet		\$8,560.00	\$5,463.95	\$8,200.00	(360.00)	-4.21%
	6035 Meetings and conferences		\$2,000.00	\$3,991.24	\$4,500.00	2,500.00	125.00%
	6040 Newspaper advertising		\$600.00	\$50.00	\$1,000.00	400.00	66.67%
	6045 Printing and binding		\$800.00	\$1,014.90	\$800.00	0.00	0.00%
	6050 Consultants computer		\$6,500.00	\$3,018.30	\$10,132.32	3,632.32	55.88%
	6055 Dues and fees		\$8,000.00	\$4,263.38	\$8,300.00	300.00	3.75%
	6060 Howard Dean Tuition reim.		\$7,500.00	\$0.00	\$7,500.00	0.00	0.00%
	6065 Equipment/other supplies		\$0.00		\$0.00	0.00	
	Computer Software		\$0.00	\$105.29	\$1,344.00	1,344.00	
	6070 Computer equipment		\$1,500.00	\$477.50	\$1,500.00	0.00	0.00%
	6075 Liability insurance		\$16,869.00	\$16,577.00	\$16,577.00	(292.00)	-1.73%
	6090 Refunds		\$500.00	\$0.00	\$0.00	(500.00)	-100.00%
	6100 Utilities - sewer		\$400.00	\$455.00	\$455.00	55.00	13.75%
	6095 Rent / storage		\$38,050.00	\$19,144.24	\$38,772.00	722.00	1.90%
	6105 Electricity		\$2,650.00	\$815.14	\$2,700.00	50.00	1.89%
	6110 Furniture and fixtures		\$500.00	\$0.00	\$0.00	(500.00)	-100.00%
	6125 Sick and vacation		\$0.00	\$36,784.13	\$0.00	0.00	
	6126 Contingency		\$2,000.00	\$0.00	\$2,000.00	0.00	0.00%

FY2021 Expenses  
Approved by the BOH 2/4/2020

Code	Sub-category	FTE	Approved	Year to Date 12.10.19	Approved	Budgeted	Budgeted
			2019-2020	Actual 2019-2020	2020-2021	Change in dollars	Change Percentage
Supplies, materials and equipment							
	Clothing				\$1,800.00	1,800.00	
	6116 Educational Supplies		\$0.00	\$848.92			
	6117 Field equipment		\$500.00	\$116.00	\$1,500.00	1,000.00	200.00%
	6118 Office supplies		\$1,000.00	\$666.61	\$1,500.00	500.00	50.00%
	6119 Medical supplies		\$17,500.00	\$15,707.29	\$16,000.00	(1,500.00)	-8.57%
Other Purchased services							
	6082 HAN- everbridge		\$7,088.00	\$7,088.00	\$2,000.00	(5,088.00)	-71.78%
	Ult. Maintenance		\$2,496.00	\$1,274.00	\$2,652.00	156.00	6.25%
Prof./Technical Services							
	6088 Clinic Nursing		\$600.00	\$0.00	\$600.00	0.00	0.00%
	6085 Audit		\$5,000.00	\$0.00	\$4,500.00	(500.00)	-10.00%
	6086 Legal		\$5,000.00	\$0.00	\$5,000.00	0.00	0.00%
	6067 Medical Advisor		\$9,000.00	\$0.00	\$9,000.00	0.00	0.00%
	Preparedness Consultant		\$36,000.00	\$2,325.00	\$9,300.00	(26,700.00)	-74.17%
	6600 Payroll Contracted		\$2,695.00	\$1,125.41	\$2,700.00	5.00	0.19%
	<b>Total Operations</b>		<b>\$199,558.00</b>	<b>\$124,197.03</b>	<b>\$170,682.32</b>	<b>(28,875.68)</b>	<b>-14.47%</b>
Reserves							
	Capital Reserve		\$5,000.00	\$0.00	\$2,500.00	(2,500.00)	-50.00%
	Emp. Retirement Fund		\$6,600.00	\$0.00	\$6,600.00	0.00	0.00%
	Undesig. Fund Balance		\$0.00	\$0.00		0.00	
	<b>Total Reserves</b>		<b>\$11,600.00</b>		<b>\$9,100.00</b>	<b>(2,500.00)</b>	<b>-21.55%</b>
<b>Total Expense</b>			<b>\$1,112,954.44</b>	<b>\$521,105.97</b>	<b>\$1,156,391.84</b>	<b>43,437.41</b>	<b>3.90%</b>

<b>Terminal / Batch</b>	
Terminal	8
Batch	163

Cash	0.00	0
Check	0.00	0
Credit Card	0.00	0
<b>Total</b>	<b>0.00</b>	<b>0</b>

<b>Last Assessor Bridge</b>	
Run on:	01/30/2020

## Percent Collection as of 02/06/2020

### REAL ESTATE

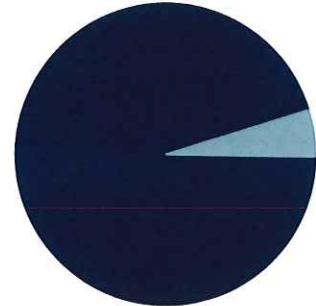
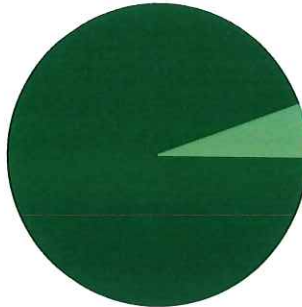
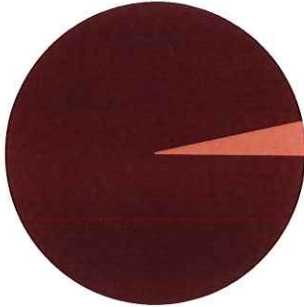
Uncollected - 3.54%  
Collected - 96.46%

### PERSONAL PROPERTY

Uncollected - 5.62%  
Collected - 94.38%

### MV REGULAR

Uncollected - 5.05%  
Collected - 94.95%



<span style="color: red;">■</span>	Total Due = \$1,177,070.74
<span style="color: darkred;">■</span>	Total Paid = \$32,106,467.16

<span style="color: green;">■</span>	Total Due = \$67,290.84
<span style="color: darkgreen;">■</span>	Total Paid = \$1,130,924.00

<span style="color: blue;">■</span>	Total Due = \$171,950.47
<span style="color: darkblue;">■</span>	Total Paid = \$3,232,733.97

Type	Total Billed	Total Paid	Total Due	Percent Collected
REAL ESTATE	33,283,537.90	32,106,467.16	1,177,070.74	96.46
PERSONALPROP	1,198,214.84	1,130,924.00	67,290.84	94.38
MOTOR VEHICL	3,404,684.44	3,232,733.97	171,950.47	94.95
MV SUPPLEMEN	466,239.92	351,228.38	115,011.54	75.33
SEWER USE	1,259,455.32	1,212,918.63	46,536.69	96.31
<b>TOTALS:</b>	<b>\$39,612,132.42</b>	<b>\$38,034,272.14</b>	<b>\$1,577,860.28</b>	



MEMORANDUM

To: Interested Parties  
From: Jeremy DeCarli  
Date: February 6, 2020  
Re: Special Permit – 49 Oakum Dock Road

As you may be aware, at their regular meeting on February 5, 2020, the Planning and Zoning Commission approved a Special Permit to construct a banquet facility at the property known as 49 Oakum Dock Road, owned by Roncalli Institute, and connected with St. Clements Castle in Portland. Due to the complexities of the site and the residential character of the surrounding neighborhood, the Commission attached various conditions to the approval. Please find the list of conditions which must be adhered to in order for the project to move forward and remain in compliance. If you have any questions, please feel free to reach out to me.

1. Maximum guest occupancy for the facility is not to exceed 150 persons;
2. The gate at Oakum Dock Road must be kept closed at all times with signage installed stating that the entrance is for emergency access only;
3. Traffic to the site is to be directed through the St. Clements Castle main entrance in Portland leading from Route 66 as described in the application including for vendors, guests, marina users, employees, and all other visitors to the property;
4. A fifteen foot required landscape buffer shown on the site plan along Oakum Dock Road must be installed on the property and not in the road right of way. This is to be shown on the final site plan to the satisfaction of Town Staff.
5. Temporary trailer located to the east of the existing building must be removed as shown on Site Plan;
6. All construction traffic must use the St. Clements main gate in Portland due to safety concerns;
7. Hours of construction are to be: Monday through Friday, 8:00 am to 6:00 pm and Saturday, 8:00 am to 1:00 pm;
8. The facility may be open between the hours of 9:00am and 12:00am on Friday and Saturday, and from 9:00 am to 11:00 pm Sunday through Thursday, with the exception of New Year's Eve.
9. All outdoor activities must cease by 8:00pm;
10. Signage must be placed on the property to the satisfaction of Town Staff reminding guests to be considerate of the neighbors when outdoors;
11. Exterior amplification is limited to music for wedding processions only;
12. All other exterior music is to be acoustic only, located in the sound attenuated area and must cease by 8:00pm;
13. All amplified sound (including indoor) must cease by 11:00pm;
14. Any temporary structures must meet all building and zoning requirements and have appropriate permits and be located to the satisfaction of Town Staff;
15. There are to be no permanent outdoor assembly areas (such as seating and tables);
16. A sound attenuation structure/curtain must be installed along the eastern/Oakum Dock Road side of the patio area to the south of the assembly structure;
17. Food and drink service stations shall be located only in sound attenuated areas;

18. Outdoor lighting must be shut off or dimmed in accordance with Section 7.3 of the Zoning Regulations no later than 1 hour after the close of business. Lighting at the loading dock must be connected to a sensor or similar device such that lighting is automatically turned off when the loading dock is not in use;
19. Lighting is to be installed in accordance with the submitted plans and be in compliance with Section 7.3 of the regulations;
20. Approvals must be obtained from the Chatham Health District and the Department of Public Health prior to the issuance of any Building Permits;
21. The owner/operator must provide copies of all well installation documentation, test results, notices, and communications with the Connecticut Department of Public Health regarding the installation, and creation and operation of a public water supply system to the Town of East Hampton Land Use Office;
22. The owner/operator must comply with all of the Grantor's requirements, covenants, restrictions, agreements, and easements contained in the Public Water Supply Easement Agreement dated March 26, 2010 and recorded in the East Hampton Land Records in vol. 501 at page 850-861;
23. In the event owner/operator is notified by Chatham Health District or Connecticut Department of Public Health of any contamination related to the public water supply system, a copy of such notice shall be immediately provided to the Town and owner/operator shall cooperate with Town to test the Town's water supply wells located on the property for the existence of such contaminant(s), at the sole cost of owner/operator, and if such contaminant(s) are found to exist in the Town's wells, owner/operator shall immediately cease operations until such time as such contamination is remediated to the satisfaction of the Town and the agency providing such notice;
24. In the event owner/operator receives any notice from any local, state, or federal agency having applicable jurisdiction, related to any violation of any local, state or federal law, ordinance, statute, or regulation arising from the use of the Premises, owner/operator shall immediately provide a copy of such notice to the Town, and shall immediately cease such activity until such time as the offending actions are cured or remediated to the satisfaction of the Town and the agency providing such notice;
25. Town Staff is to be notified prior to the start of construction.



## East Hampton library officials want to hear from you - really

By Jeff Mill Published 7:45 pm EST, Tuesday, February 4, 2020

EAST HAMPTON — Buoyed by a dramatic increase in the use of the facility, Library Advisory Board and Library Director Ellen Paul are asking for the public's help in developing a strategic plan for the future.

Paul and the board have prepared a survey that is available online and at the library, to gauge residents' thoughts on the direction the library should take in the next three years.

Well over 200 people have already submitted their responses, and Paul is hoping for additional responses by the Feb. 10 deadline.

Paul has seen "a tremendous amount of growth over the past three years" in the use of the library.

"Circulation numbers are up in excess of 28 percent," she said.

In 2018, residents borrowed 72,000 items from the library, Paul said. In 2019, that number grew to 92,000.

Paul hopes this year's number will exceed 100,000 items by the end of the fiscal year on June 30.

Building on that success, Paul and the board are asking residents, "What is it we can we do that is best for you as an individual and for the community?"

"How can we improve the library for you and for the community?," she added.

The dramatic increase in library use comes at a time when some people question whether libraries have out-lived their usefulness, as more and more people wear computers on their wrists.

"There is that perception," Paul acknowledged.

But use figures belie that contention, she said. "Our children's programs fill up in two hours."

And it's not just East Hampton.

Cromwell has just completed \$3 million renovation and expansion project of the Cromwell Belden Public Library, and Portland is about to commence renovations to its public library as well.

Cyndi Shirshac, who retired as director of the Durham Public library in 2018, is vice chairwoman of the Library Advisory Board.

"Ellen has had a tremendous impact on the library," Shirshac said. "She's done an awful lot of things in a short period of time."

The survey is an attempt by the board to "find out what we've been doing and what could we do better," Shirshac said.

"We've got a limited amount of resources," she acknowledged.

The survey also is an effort "to gather ideas for future endeavors, about where we are going and how we're going to get there."

The advisory board will review the survey results and then “come together with members of the Friends of the Library, active library users and local East Hampton leaders” to “set the goals for the future - and how we’re going to achieve them,” Paul said.

The growth in the use of the library coincided with Paul’s arrival as library director in March 2017.

Given its location — 105 Main St. — on the periphery of the Village Center, Paul also quickly realized the state of the Village Center “was very much on people’s minds.”

Stores had quick, sometimes abrupt turnovers, with some places leaving before residents even realized they existed.

That’s not the situation now, she said.

Paul arranged a series of workshops that focused on small businesses.

Business owners were invited to come and share their stories.

The library also established a “Shop Local holiday raffle,” with winning tickets that required the money “to be spent here in East Hampton.”

She doesn’t take credit for it, but, “I think you can see improvements in the business community,” Paul said.

As for the library itself, “Ellen’s done a lot with the facility,” Shirshac said.

Having seen the leaky roof repaired, Paul is taking steps to make the interior of the library more inviting.

The library is replacing 30-year-old ceiling tiles, and Paul is working to “make the interior lighter and brighter.”

She is, Paul acknowledges, “the face of the library.”

As such, “I take customer service very seriously. It’s very important.”

“I love my job, and I love what we are doing here. And I know we can do more,” Paul said.

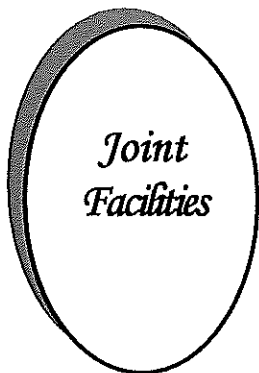


*Colchester ~ East Hampton  
Water Pollution Control  
Facilities*

*2020-2021 OPERATIONS BUDGET*

**62-58-0582-XXXX**

*Proposed: January 21, 2020  
Adopted: February 18, 2020*



## *Colchester ~ East Hampton*

Water Pollution Control Facilities

P.O. Box 218

20 Gildersleeve Drive

East Hampton, Connecticut 06424-0218

Telephone  
Administration  
(860) 267-2536

Telephone  
Operations  
(860) 267-4142

To: Members of the Joint Facilities

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

Date: January 21, 2020,

From: Scott Clayton, Public Utilities Administrator

Re: Proposed Joint Facilities Operating Budget – F/Y 7/1/20 thru 6/30/21

Enclosed is the recommended operating and revenue budget for the forthcoming fiscal year. Any comments, changes or corrections received thru February 17, 2020 will be made in order that adoption may take place at the February 18, 2020 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 2020-21 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 \$445,174.00 can be found in the capital worksheet.

This year's recommended expense budget has been increased by **\$84,783.00 or 3.5%**, over last year.

The primary reason for this request is the Capital budget funding expense line item increased \$130,050.00 and, sludge disposal increased \$23,646.00 due to more solids being pressed, salaries decreased due to a change in management, and medical insurance increased \$9,820.00.

The Capital budget has the inclusion of the MAPS force main replacement project financing of \$485,000.00 for the next five years.

**JOINT FACILITIES OPERATIONS BUDGET DETAIL**  
**Fiscal Year 2020-2021**

page 1 of 6

1/21/20

**5110 Full Time Salaries**

P/R costs associated with Jt./Fac. personnel. See appendix A for details.				\$504,416	
50% of WPCA personnel	PUA			\$56,100	
50% of WPCA personnel	Secretarial	\$ 27.98	per contract		
	Reg. Pay		\$58,195		29,098
	27.43				
JFC O/T Minute taking		\$ 41.97		\$ 1,007.23	
					Total
					\$590,621

**5120 P/T-Seasonal P/R**

		current	new rate		
(1) Note: 50% of 19.5 hrs/wk	P/T Clerical	\$ 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:	\$ 36.21	from Appendix C		
Avg. Oper. Hrly 1.5 rate:	\$ 54.32	2 hrs/2 emp/Sat+holidays(9)		13,253
Avg. Oper. Hrly 2X rate:	\$ 72.42	2 hrs/2 emp/Sun+holidays(4)		16,223
<b>Unsch. Jt./Fac. overtime P/R</b>		<u>Est.</u>	act. a/o 12/31	
(Unsch/Emerg. 1.5X)	\$ 54.32	200	hrs	10,863
(Unsch/Emerg. 2.0X)	\$ 72.42	100	hrs	7,242
<b>Hebron overtime P/R</b>				
(Unsch/Emerg. 1.5X)	\$ 54.32	200	hrs	10,863
(Unsch/Emerg. 2.0X)	\$ 72.42	75	hrs	5,432
(Scheduled 1.5X)	\$ 54.32	50	hrs	2,716
<b>Marlborough overtime P/R</b>				
(Unsch/Emerg. 1.5X)	\$ 54.32	10	hrs	543
(Unsch/Emerg. 2.0X)	\$ 72.42	10	hrs	724
(Scheduled 1.5X)	\$ 54.32	10	hrs	543
Note: O/T normally reqs. 2 emps.				
Beeper + B/U Beeper	\$ 210.00	per week		10,920
				Total
				\$79,323

**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	\$ 200.00	
		Paul Ceretta	n/a	
		Josh Guillimen	n/a	Total
		Jason Savitsky	n/a	\$ 1,400

**5210 Medical Insurance**

# of Empls.	estimated 20/21 premiums	Empl. Cost	Employer Cost
8% increase /Finance	Coverage PER MO.	Empl. Cost 13%	
5	employee+2 2,257 28,438	3,555	124,417
3	employee+1 1,816 22,882	2,860	100,107
2	employee 854 10,760	1,345	28,246
			0

10

\$252,770

**5213 Life Insurance**

2.4% increase projected

0.35 per \$1000 of compensation/month

5110 F/T. P/R	P/R	Cost	monthly \$	Total
	590,621	\$ 0.35	207	
				\$2,481

**5220 Social Security**

0.062

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

P/R  
598,689  
79,323

2.4% inc

Total \$42,037

**5221 Medicare**

0.0145

Total \$9,831

**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 622,186

Total \$102,039

**5235 DC Plan Contrib**

4 employees @5% of salary

Total \$13,500

**5250 Unemployment Comp**

Total \$1

**5260 Workers Comp.**

Per TH proj. inc. 50%

	P/R	Code	cost per \$100 of P/R	new cost \$100 of P/R	Total
Jt.Fac.	504,416	7580	Pension \$	0.37	1,891
Clerical + P/T P/R	37,166	8810	\$ 0.36	\$ 0.37	139
Mgmt. P/R	56,100	9410	\$ 6.32	\$ 6.64	3,723
	597,682				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**

<u>Professional Services</u>		<u>Lab Testing</u>	
<i>Fin./Auditing Repts. (+5%/TH)</i>	\$ 2,423	<i>TCLP</i>	\$ 1,541 inc 3%
<i>USI</i>	\$ 2,500	<i>Synagro Tstg.</i>	\$ 1,311 inc 3%
<i>Prof/Engr. Services</i>	\$ 6,000	<i>N wkly</i>	\$ 7,299 inc 3%
<i>Labor Attny Fees (contract year)</i>	\$ 750	<i>Tox/Slidge</i>	\$ 11,593 inc 3%
<i>NPDES due 11/23 submit 180 days prior</i>	\$ -	<i>Grit</i>	\$ 1,386 inc 3%
	\$ 11,673	subtotal	\$ 23,130
	0		

Total \$34,803

**5420 Bldg. Clning Services**

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

Total \$4,682

**5430 Bldg. & Equip. M & R**

*Equipment M & R* 35000  
*building interior paint Building M & R* 14000  
note: worked performed by others

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

Special project.

7500 R&R UST @ MAPS  
20,000 Membranes for Fine Bubble Diffusers

Total \$98,000

**5435 Refuse Removal**

note: All Waste contract + CPI

<i>Refuse + rags</i>	5,993	
<i>Grit removal</i>	9,962	(dumpster rental + trip chg. + commodity)
3% inc.		(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 \$15,000

**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



**5480 Software Maint. Agrmt.**

Quick books	Total	400
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**5520 Prop./Liab. Ins.**

No change out to bid

Current split

	<u>Premium</u>	<u>Jt. Fac.</u>	<u>WPCA</u>		
Property (B&M)	\$16,249	\$13,162	\$3,087	13,162	
Pub. Officials	\$1,000	\$810	\$190	810	
Gen. Liab.	\$10,161	\$8,230	\$1,931	8,230	
Auto	\$4,962	\$4,019	\$943	4,019	
Umb.	\$2,886	\$2,338	\$548	2,338	
total	\$35,258	\$28,559	\$6,699		

	Total	\$28,559
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Total 18-19 prem. b/4 split		\$32,177
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**5530 Communications**

Postage	\$	200			
Comcast (50%)	\$	950	Internet		
Comcast (50%) @ \$130/mo	\$	2,000	Phones		
Frontier	\$	3,000			
AT&T	\$	5,400	Mobile phones&stipend		
Mission communications	\$	2,000			

	Total	\$13,550
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**5540 Newspaper Adv.**

	Total	\$1,000
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**5580 Staff Travel**

		\$1,000			
WEFTEC		\$1,500			

	Total	\$2,500
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**5590 Other Purchase Services**

Associated Security			\$	1,800	
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	Total	\$1,800
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**5595 Interfund Serv. Charge**

3% inc./TH financial services

	Total	\$13,523
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**5611 Office Supplies**

	Total	\$3,500
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**5615 Uniform Allowance**

Yrly. Uniform Allowance @	\$350	10	3500		
Yrly. Safety Shoe Allowance @	\$200	10	2000		
NACWA clothing	\$1,200		1200		

	Total	\$6,700
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**5620 Heating Oil**

per TH	\$	42,625	est. gals.	15,500	\$	2.75 est. /gal
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	Total	\$42,625
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**5622 Electricity**

	monthly	annual			
Plant avg:	\$14,000	\$168,000	gen & trans fees		
Siphon & MAPS avg:	\$4,000	\$55,000	gen & trans fees		
street lighting	\$40	\$480			
CCM fees	\$208	\$2,496			
			Total		\$225,976

**5623 Compressed Gas**

Total \$1,100

**5627 Motor Fuel**

Motor Fuel (diesel)	\$14,000	5000	est. gals.	\$ 2.80	est. \$/gal	
Motor fuel (gas)	\$2,640	1100	est. gals.	\$ 2.40	est. \$/gal	
						Total \$ 16,640

**5628 Sludge Disposal**

per amended contract eff. 7/1/19

		current	new rate		
Synagro (tons)	1800	\$ 108.05	\$ 108.05	0% inc.	
					Total 194,490

**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	1,500	Marlborough	250		
Shop/Gen. Bldg. Supplies	3,500	Lab supplies	11,000		
Equipment M & R by Jt. Fac	40,000	Lab equipment	3,000		
Lubrication Supplies (trans from 5627)	\$3,500	Plant Housekeeping	6,500		
	50,400	subtotal	24,250		Total \$74,650

**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	32,521	based upon avg. 11 lbs/day over limit @ \$8.10 credit			
Prof. Dues (NEWEA, NACWA, etc)	2,000				
DEP Grit permit	750				
NPDES due 11/23 (\$4500 application fee)					Total \$37,771

**5820 Bond Principal pmt.**

Year 19 of 20, PIF 12/31/21

Total \$29,669

**5830 Bond Interest pymt.**

Year 19 of 20, PIF 12/31/21

Total \$623

**5890 Other**

Total \$400

**5980 Res. For Cap & Non-Rec**

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

Total \$455,174

**5990 Contingency**

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

Total \$10,000

Total expenses 20/21	\$2,506,900
Total expenses 19/20	\$2,422,117
+/-	\$84,783
	3.50%

**JOINT FACILITIES OPERATING BUDGET**  
**Fiscal Year 2020-2021**

page 1 of 1

	Actual	APPROVED	BALANCE	%	PROPOSED	\$	%
	18-19	19-20	Current		2020-21		
Expenses*	BUDGET	BUDGET	01/13/20	Remaining	BUDGET		
5110 Full Time Salaries	603,025	613,706	351,255	42.76%	590,621	(23,085)	-3.76%
5120 P/T-Seasonal P/R	0	9,333	9,333	0.00%	8,068	(1,265)	-13.6%
5130 Overtime Salaries	83,593	80,121	41,339	48.40%	79,323	(798)	-1.0%
5140 Longevity	1,600	2,400	1,500	37.50%	1,400	(1,000)	-41.7%
5210 Medical Insurance	163,861	206,399	135,433	34.38%	252,770	46,371	22.5%
5213 Life Insurance	1,404	2,578	2,287	11.29%	2,481	(97)	-3.8%
5220 Social Security	41,522	43,503	25,559	41.25%	42,037	(1,466)	-3.4%
5221 Medicare	9,711	10,174	5,977	41.25%	9,831	(343)	-3.4%
5230 Pension	68,244	95,317	18,837	80.24%	102,039	6,722	7.1%
5235 DC Plan Contrib	11,202	8,265	3,021	63.45%	13,500	5,235	63.3%
5250 Unemployment Comp	0	1	0	100.00%	1	0	0.0%
5260 Workers Comp.	8,166	25,000	19,887	20.45%	10,500	(14,500)	-58.0%
5316 Computer Services	0	800	0	100.00%	800	0	0.0%
5319 Training	13,956	7,500	2,083	72.23%	9,500	2,000	26.7%
5320 Physicals/Medical	418	1,500	1,500	0.00%	1,500	0	0.0%
5330 Prof/Tech. Services	47,506	136,514	99,493	27.12%	34,803	(101,711)	-74.5%
5420 Bldg. Clning Services	3,172	4,682	1,510	67.75%	4,682	0	0.0%
5430 Bldg. & Equip. M & R	118,315	104,750	5,196	95.04%	98,000	(6,750)	-6.4%
5435 Refuse Removal	11,328	15,781	6,049	61.67%	16,433	652	4.1%
5438 Vehicle Rep/Maint	10,904	15,000	(949)	106.33%	15,000	0	0.0%
5440 Rental/Contract	924	1,470	(683)	146.46%	1,460	(10)	-0.7%
5480 Software Maint. Agrmt.	1,782	2,050	1,780	13.17%	400	(1,650)	-80.5%
5520 Prop./Liab. Ins.	21,345	32,177	16,543	48.59%	28,559	(3,618)	-11.2%
5530 Communications	11,851	18,580	9,542	48.64%	13,550	(5,030)	-27.1%
5540 Newspaper Adv.	363	1,500	1,380	8.00%	1,000	(500)	-33.3%
5580 Staff Travel	1,054	2,500	2,050	18.00%	2,500	0	0.0%
5590 Other Purchase Services	1,836	1,700	20	98.82%	1,800	100	5.9%
5595 Interfund Serv. Charge	12,872	13,129	13,129	0.00%	13,523	394	3.0%
5611 Office Supplies	726	3,500	2,456	29.83%	3,500	0	0.0%
5615 Uniform Allowance	4,890	6,700	2,300	65.67%	6,700	0	0.0%
5620 Heating Oil	20,324	42,625	22,625	46.92%	42,625	0	0.0%
5622 Electricity	211,160	218,976	58,149	73.45%	225,976	7,000	3.2%
5623 Compressed Gas	933	1,100	335	69.55%	1,100	0	0.0%
5627 Motor Fuel	11,577	14,480	8,967	38.07%	16,640	2,160	14.9%
5628 Sludge Disposal	186,695	170,844	10,844	93.65%	194,490	23,646	13.8%
5680 Chemicals	43,861	32,000	7,901	75.31%	47,000	15,000	46.9%
5690 Other Supp/Materials	63,077	69,650	22,109	68.26%	74,650	5,000	7.2%
5741 Mach/Equip/Tools	0	1,000	1,000	0.00%	1,000	0	0.0%
5742 Vehicles	34,975	1	(106,032)		1	0	n/a
5743 Furniture & Fixtures	15	2,000	2,000	0.00%	1,500	(500)	-25.0%
5744 Computer Equipment	0	2,500	334	86.64%	2,000	(500)	-20.0%
5810 Dues & Fees	34,883	34,495	29,676	13.97%	37,771	3,276	9.5%
5820 Bond Principial pmt.	28,507	29,082	14,613	49.75%	29,669	587	2.0%
5830 Bond Interest pymt.	1,786	1,210	532	56.03%	623	(587)	-48.5%
5890 Other	180	400	400	0.00%	400	0	0.0%
5980 Res. For Cap & Non-Rec	260,099	325,124	325,124	0.00%	455,174	130,050	40.0%
5990 Contingency	0	10,000	10,000	96.92%	10,000	0	0.0%
	<b>2,153,642</b>	<b>2,422,117</b>	<b>\$1,186,404</b>	<b>48.98%</b>	<b>\$2,506,900</b>	<b>\$84,783</b>	
					+/-	3.50%	
<b>*Unaudited</b>							
yr. to yr. increase	16-17	17-18	18-19	19-20	20-21		
	3.54%	3.89%	6.56%	8.58%	3.50%		

## PROJECTED EXPENDITURES a/o 6/30/20

	Approved <u>F/Y 19-20</u>	Estimated <u>EOY Exp.</u>	<u>+/-</u>
5110 Full Time Salaries	613,706	550,000	63,706
5120 P/T-Seasonal P/R	9,333	0	9,333
5130 Overtime Salaries	80,121	77,565	2,556
5140 Longevity	2,400	1,800	600
5210 Medical Insurance	206,399	206,399	0
5213 Life Insurance	2,578	2,539	39
5220 Social Security	43,503	42,857	646
5221 Medicare	10,174	10,023	151
5230 Pension	95,317	76,480	18,837
5235 DC Plan Contrib	8,265	12,000	(3,735)
5250 Unemployment Comp	1	0	1
5260 Workers Comp.	25,000	11,000	14,000
5316 Computer Services	800	0	800
5319 Training	7,500	7,500	0
5320 Physicals/Medical	1,500	500	1,000
5330 Prof/Tech. Services	136,514	136,514	0
5420 Bldg. Cling Services	4,682	3,200	1,482
5430 Bldg. & Equip. M & R	104,750	120,000	(15,250)
5435 Refuse Removal	15,781	12,000	3,781
5438 Vehicle Rep/Maint	15,000	16,000	(1,000)
5440 Rental/Contract	1,470	2,153	(683)
5480 Software Maint. Agrmt.	2,050	1,000	1,050
5520 Prop./Liab. Ins.	32,177	31,268	909
5530 Communications	18,580	18,000	580
5540 Newspaper Adv.	1,500	500	1,000
5580 Staff Travel	2,500	1,500	1,000
5590 Other Purchase Services	1,700	1,700	0
5595 Interfund Serv. Charge	13,129	13,129	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	218,976	218,976	0
5623 Compressed Gas	1,100	1,000	100
5627 Motor Fuel	14,480	10,000	4,480
5628 Sludge Disposal	170,844	170,000	844
5680 Chemicals	32,000	32,000	0
5690 Other Supp/Materials	69,650	65,000	4,650
5741 Mach/Equip/Tools	1,000	750	250
5742 Vehicles	1	0	1
5743 Furniture & Fixtures	2,000	2,000	0
5744 Computer Equipment	2,500	3,000	(500)
5810 Dues & Fees	34,495	29,000	5,495
5820 Bond Prinicipal pmt.	29,082	29,082	0
5830 Bond Interest pymt.	1,210	1,786	(576)
5890 Other	400	400	0
5980 Res. For Cap & Non-Rec	325,124	325,124	0
5990 Contingency	10,000	0	10,000
<b>Projected Fund Balance as of 6/30/20</b>	<b>2,422,117</b>	<b>2,286,970</b>	<b><u>135,147</u></b>



**APPENDIX A**  
**JOINT FACILITIES COMMITTEE**  
 Fiscal Year 2020-2021  
**PROPOSED WAGES**

page 1 of 1  
1/21/20

B. Gilmore 12/17/12	Superintendent, Cl. IV Fiscal Year 2020-2021 06/01/19 \$ 43.00	@	\$ 44.08	per hr.		
			2.00% inc		\$ 91,676.00	\$ 91,676
J. Guillimen 9/17/18	Operator Class I Fiscal Year 2020-2021  25.87	@	\$ 26.45	per hr.		
			2.25% inc		\$ 55,020.32	\$ 55,020
J. Dombroski 10/17/05	Operator Class II Fiscal Year 2020-2021 class II a/o 10/17/08 27.71	@	\$ 28.33	per hr.		
			2.25% inc		\$ 58,933.63	\$ 58,934
C. Race 07/07/08	Operator Class II Fiscal Year 2020-2021 class II a/o 8/18/11	@	\$ 28.33	per hr.		
			2.25% inc		\$ 58,933.63	\$ 58,934
B. Gudelski 8/2/10	Operator Class III Fiscal Year 2020-2021 class III a/o 01/15/18 30.18	@	\$ 30.86	per hr.		
			2.25% inc		\$ 64,186.82	\$ 64,187
J. Savitsky 3/11/19	Operator Class I Fiscal Year 2020-2021  25.87	@	\$ 26.45	per hr.		
			2.25% inc		\$ 55,020.32	\$ 55,020
	Operator Class I Fiscal Year 2020-2021	@	\$ 26.45	per hr.		
			2.25% inc		\$ 55,020.32	\$ 55,020
P. Ceretta 12/30/2016	Operator Class II Fiscal Year 2020-2021 27.71	@	\$ 28.33	per hr.		
			2.25% inc		\$ 58,933.63	\$ 58,934
	Est. two (2) operators passing certification test					\$ 6,691
					<b>Total</b>	<b>\$ 504,416</b>

Note:

Contract year P/R adjusted by 2.25%

J/F Headcount 8  
Operators 7

**APPENDIX B**  
**JOINT FACILITIES COMMITTEE**  
**Fiscal Year 2020-2021**  
**FLOW READINGS FOR JOINT FACILITIES**  
 January 2019 - December 2019

	<u>TOTAL FLOW</u>	<u>COLCHESTER</u>	<u>%</u>	<u>EAST HAMPTON</u>	<u>%</u>	<u>PREC</u>
JANUARY	63,503,400	28,133,700	44.30%	35,369,700	55.70%	5.78
FEBRUARY	48,155,300	20,592,000	42.76%	27,563,300	57.24%	3.27
MARCH	50,900,000	22,741,700	44.68%	28,158,300	55.32%	3.07
APRIL	57,968,300	25,061,200	43.23%	32,907,100	56.77%	8.06
MAY	58,584,600	25,576,300	43.66%	33,008,300	56.34%	4.62
JUNE	40,717,800	17,372,600	42.67%	23,345,200	57.33%	2.24
JULY	33,404,100	14,705,700	44.02%	18,698,400	55.98%	3.13
AUGUST	30,151,100	13,617,400	45.16%	16,533,700	54.84%	3.29
SEPTEMBER	28,857,000	12,918,000	44.77%	15,939,000	55.23%	1.94
OCTOBER	30,889,900	14,014,900	45.37%	16,875,000	54.63%	6.94
NOVEMBER	32,958,600	15,320,700	46.48%	17,637,900	53.52%	2.87
DECEMBER	53,452,200	24,624,600	46.07%	28,827,600	53.93%	12.35
<b>TOTAL</b>	<u><b>529,542,300</b></u>	<u><b>234,678,800</b></u>	<b>44.32%</b>	<u><b>294,863,500</b></u>	<b>55.68%</b>	<b>57.56</b>
		529,542,300				

**East Hampton Unmetered Flow Calculation**

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

Total flow	=	529,542,300	+	8,577,500	=	538,119,800	
E. Hampton	=	294,863,500	+	8,577,500	=	303,441,000	<b>56.39%</b>
Colchester	=	234,678,800	+	0	=	234,678,800	<b>43.61%</b>

\* includes:

Hebron Annual Flow	<u>67,252,040</u>	Marlborough Annual Flow	<u>22,604,040</u>
% of Colc. flow from Hebron/ LEB	28.66%	% of E.H. flow from Marl.	7.67%

	<u>Total Flow</u>	<u>Colchester</u>	<u>East Hampton</u>	
2019	<u>538,119,800</u>	<u>234,678,800</u>	<u>303,441,000</u>	
		<b>43.61%</b>	<b>56.39%</b>	
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	204,234,651	265,392,451	
		43.48%	56.51%	
2015	538,119,800	234,678,800	303,441,000	
		44.22%	55.77%	
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 Board Adjtd.
		41.99%	58.01%	

**Hebron Sewer System**  
Rate Schedule for Service  
Fiscal Year 20/21  
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	91,676	per hour \$44.08
	Rate		
<i>F.I.C.A.</i>	0.0765		\$3.37
<i>Medical Ins.</i>	\$29,752		\$14.30
<i>Pension</i>	0.13		\$5.55
<i>Wrkrs Comp.</i>	\$ 5.31 per \$100 of P/R Code 7580		\$2.34
<i>Life Ins.</i>	0.35 per \$1000 of P/R		\$0.02
<i>Uniforms</i>	\$214.17		\$0.10
		<b>Total/hr</b>	<b>\$69.76</b>

Regular P/R	Operators Average Pay (7)	58,963	\$28.35
	Rate		
<i>F.I.C.A.</i>	0.0765		\$2.17
<i>Medical Ins.</i>	\$31,920		\$15.35
<i>Pension</i>	0.13		\$3.57
<i>Wrkrs Comp.</i>	\$ 5.31 per \$100 of P/R Code 7580		\$1.51
<i>Life Ins.</i>	0.35 per \$1000 of P/R		\$0.01
<i>Uniforms</i>	\$214.17		\$0.10
		<b>Total/hr</b>	<b>\$51.05</b>

**Average Hourly Rate \$60.41**

Overtime P/R	Operations/Maintenance Supervisor @ 1.5x		\$66.11
	Rate		
<i>F.I.C.A.</i>	0.0765		\$5.06
<i>Pension</i>	0.13		\$8.33
<i>Wrkrs Comp.</i>	\$ 5.31 per \$100 of P/R Code 7580		\$ 3.51
		<b>Total/hr</b>	<b>\$83.01</b>

Overtime P/R	Operators Average Pay @1.5x		\$42.52
	Rate		
<i>F.I.C.A.</i>	0.0765		\$3.25
<i>Pension</i>	0.10		\$4.25
<i>Wrkrs Comp.</i>	\$ 5.31 per \$100 of P/R Code 7580		\$ 2.26
		<b>Total/hr</b>	<b>\$52.29</b>

**Avg. Hourly Rate @ 1.5x \$67.65**



Overtime P/R	Operations/Maintenance Supervisor @ 2.0x	\$88.15
	Rate	
F.I.C.A.	0.0765	\$6.74
Pension	0.10	\$8.82
Wrkrs Comp.	\$ 5.31 per \$100 of P/R Code 7580	\$ 4.68
	<b>Total/hr</b>	<b>\$108.39</b>
Overtime P/R	Operators Average Pay @ 2.0x	\$56.70
	Rate	
F.I.C.A.	0.0765	\$4.34
Pension	0.10	\$5.67
Wrkrs Comp.	\$ 5.31 per \$100 of P/R Code 7580	\$ 3.01
	<b>Total/hr</b>	<b>\$69.71</b>
<b>Average Hourly Rate @ 2.0x</b>		<b>\$89.05</b>

Estimated labor costs:

		Avg.Rate/hr	Hours	Total/yr
Regular P/R		\$60.41	16	\$50,260
Overtime P/R (Unsch/Emerg)	(1.5x)	\$67.65	200	\$13,530
Overtime P/R (Unsch/Emerg)	(2.0x)	\$89.05	75	\$6,679
Overtime P/R (Scheduled)	(1.5x)	\$67.65	50	\$3,382

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
<b>Total</b>	<b>\$165.00 per month</b>

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	85	884
	<b>Total</b>	<b>\$2,184 per year</b>	<b>\$182.00 per month</b>

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.

<b>Total</b>	<b>\$3,500 per year</b>
--------------	-------------------------

Vector Truck Rental cost \$125.00 per hour plus labor.

## Hebron Cost Estimate Summary Fiscal Year 20/21

		per year	per month
Regular P/R		\$50,260	\$4,188.00
Overtime P/R	(Unsch/Emerg)	\$13,530	\$1,127.00
Overtime P/R	(Unsch/Emerg)	\$6,679	\$557.00
Overtime P/R	(Scheduled)	\$3,382	\$282.00
Vehicle Maint.		\$1,979	\$165.00
Alarm pager		\$2,184	\$182.00
Supplies		\$3,500.00	as billed
Vactor Truck Rate (\$125.00/hr)		as needed	as needed
	Hebron Revenue	\$81,515.00	\$6,501.00

**Marlborough Sewer System**  
Rate Schedule for Service  
Fiscal Year 20/21  
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	91,676	\$44.08
	Rate		
<i>F.I.C.A.</i>	0.0765		\$3.37
<i>Medical Ins.</i>	\$29,752		\$14.30
<i>Pension</i>	0.13		\$5.55
<i>Wrkrs Comp.</i>	\$ 5.31 per \$100 of P/R Code 7580		\$2.34
<i>Life Ins.</i>	0.35 per \$1000 of P/R		\$0.02
<i>Uniforms</i>	\$214.17		\$0.10
		Total/hr	\$69.76
<b>Regular P/R</b>	<b>Operators Average Pay (6) rate</b>	<b>58,963</b>	<b>\$28.35</b>
<i>F.I.C.A.</i>	0.0765		\$2.17
<i>Medical Ins.</i>	\$31,920		\$15.35
<i>Pension</i>	0.13		\$3.57
<i>Wrkrs Comp.</i>	\$ 5.31 per \$100 of P/R Code 7580		\$1.51
<i>Life Ins.</i>	0.35 per \$1000 of P/R		\$0.01
<i>Uniforms</i>	\$214.17		\$0.10
		Total/hr	<b>\$51.05</b>
<b>Average Hourly Rate \$60.41</b>			

<b>1.5 Overtime P/R</b>	<b>Operations/Maintenance Supervisor @ 1.5x rate</b>		<b>\$66.11</b>
	Rate		
<i>F.I.C.A.</i>	0.0765		\$5.06
<i>Pension</i>	0.13		\$8.33
<i>Wrkrs Comp.</i>	\$ 5.31 per \$100 of P/R Code 7580		\$ 3.51
		Total/hr	<b>\$83.01</b>
<b>1.5 Overtime P/R</b>	<b>Operators Average Pay @1.5x rate</b>		<b>\$42.52</b>
<i>F.I.C.A.</i>	0.0765		\$3.25
<i>Pension</i>	0.10		\$4.25
<i>Wrkrs Comp.</i>	\$ 5.31 per \$100 of P/R Code 7580		\$ 2.26
		Total/hr	<b>\$52.29</b>
<b>Avg. Hourly Rate @ 1.5x \$67.65</b>			

<b>2.0 Overtime P/R</b>	Operations/Maintenance Supervisor @ 2.0x	\$88.15
	Rate	
<i>F.I.C.A.</i>	0.0765	\$6.74
<i>Pension</i>	0.10	\$8.82
<i>Wrks Comp.</i>	\$ 5.31 per \$100 of P/R Code 7580	\$ 4.68
	<b>Total/hr</b>	<b>\$108.39</b>
<b>2.0 Overtime P/R</b>	Operators Average Pay @ 2.0x	\$56.70
	Rate	
<i>F.I.C.A.</i>	0.0765	\$4.34
<i>Pension</i>	0.10	\$5.67
<i>Wrks Comp.</i>	\$ 5.31 per \$100 of P/R Code 7580	\$ 3.01
	<b>Total/hr</b>	<b>\$69.71</b>
<b>Average Hourly Rate @ 2.0x</b>	<b>\$89.05</b>	

Estimated labor costs:

		Avg.Rate/hr	Hours	Total/yr	
Regular P/R		\$60.41	11	\$34,554	
Overtime P/R (Unsch/Emerg)	(1.5x)	\$67.65	10	\$676	note: 9 hrs through 12/31
Overtime P/R (Unsch/Emerg)	(2.0x)	\$89.05	10	\$891	note: 3 hrs through 12/31
Overtime P/R (Scheduled)	(1.5x)	\$67.65	10	\$676	note: 0 hrs through 12/31

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

Fuel	475
Maintenance	429
Insurance	115
Depreciation	1,000
	2,019 per year
<b>Total</b>	<b>168</b> 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	85	884
	<b>Total</b>		\$2,184 per year
			<b>\$182.00</b> 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 \$125.00 per hour plus labor.

Marlborough Cost Estimate Summary Fiscal Year 20/21

		per year	per month
Regular P/R		\$34,554	\$2,879.00
Overtime P/R	(Unsch/Emerg)	\$676	\$56.00
Overtime P/R	(Unsch/Emerg)	\$891	\$74.00
Overtime P/R	(Scheduled)	\$676	\$56.00
Vehicle Maint.		\$2,019	\$168.00
Alarm pager		\$2,184	\$182.00
Supplies		\$1,500.00	as billed
Vactor Truck Rate (\$125.00/hr)		as needed	as needed

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

Marlborough Revenue \$42,500.00 \$3,415.00  
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: 529,542,300 a/o 12/31/19  
Expense Budget: \$2,506,900 adopted 2/18/20  
cost/1000 gals current yr: \$4.73 effective 7/1/20  
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 : **\$4.52** effective 7/1/17  
to be paid quarterly to East Hampton WPCA

**Appendix C**  
**JOINT FACILITIES COMMITTEE**  
 Fiscal Year 2020-2021

**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		\$	91,676
Operators ( 7 avg.)			58,963
	Total	\$	150,639
			40%
		\$	60,256 each
Colchester		\$	60,256 share
East Hampton		\$	60,256 share

**5130 Overtime Salaries**

	<u>\$/hr</u>		<u>\$/OT/hr</u>	
Superintendent, Cl. IV	\$ 44.08	\$	66.11	
Operators (avg.)	\$ 28.35	\$	42.52	
	\$ 36.21	\$	54.32	average
Colchester est. hrs.	225	\$	12,221	share
East Hampton est. hrs.	300	\$	16,295	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>10%</u>	<u>Employer Cost</u>
3	HSAF	2,357	29,698	2,970	80,185
5	HSA+	1,928	24,293	2,429	65,591
2	HSS	896	11,290	1,129	50,803

10

	<b>Total</b>		\$196,579
Superintendent, Cl. IV			24,293
Operators (avg.)			21,760
	Total	\$	46,053
			40%
			18,421 each



**5220 Social Security**

0.0765

	<u>Reg. P/R</u>	<u>O/T P/R</u>	<u>F.I.C.A.</u>		
Colchester	60,256	12,221	0.0765 \$	5,544	share
East Hampton	60,256	16,295	0.0765 \$	5,856	share

**5230 Pension**

0.15

	<u>Reg. P/R</u>	<u>O/T P/R</u>	<u>Pension</u>		
Colchester	60,256	12,221	0.15 \$	10,872	share
East Hampton	60,256	16,295	0.15 \$	11,483	share

**5260 Workers Comp.**

inc. per TH

5%

field

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

	<u>Reg. P/R</u>	<u>O/T P/R</u>	<u>Rate</u>		
Colchester	60,256	12,221	5.31 \$	3,851	share
East Hampton	60,256	16,295	5.31 \$	4,068	share

**5213 Life Insurance**

0.35 per \$1000 of compensation

	<u>Reg. P/R</u>	<u>Rate</u>		
Colchester	60,256	0.35 \$	253	share
East Hampton	60,256	0.35 \$	253	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	15,000	16,640	
	690	2,143	2,377	\$ 5,210 each

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

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**Consolidation Share Summary  
Joint Facilities Budget  
Fiscal Year 2017-2018**

	<u>Colchester</u>	<u>East Hampton</u>
<b>001 Regular Payroll:</b>	\$ 60,255.52	\$ 60,255.52
<b>003 Overtime:</b>	\$ 12,221.30	\$ 16,295.06
<b>011 Medical Insurance:</b>	\$ 18,421.20	\$ 18,421.20
<b>5220 Social Security</b>	\$ 5,544.48	\$ 5,856.12
<b>5230 Pension</b>	\$ 10,871.52	\$ 11,482.59
<b>5260 Workers Comp.</b>		



**APPENDIX D  
JOINT FACILITIES COMMITTEE  
FY 2020-2021**

**Projected Fund Balance as of 6/30/20**

page 1 of 2

**PROJECTED REVENUES: a/o 6/30/20**

	Approved <u>F/Y 19-20</u>	Estimated <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	100	0
Dumping Fees	240,000	240,000	0
East Hampton Share	945,140	945,140	0
Colchester Share	766,416	766,416	0
Consolidation Share:			
East Hampton	122,753	122,753	0
Colchester	117,476	117,476	0
Hebron	84,802	84,802	0
Marlborough	43,973	43,973	0
E.Hampton Water	1,000	1,000	0
* Other	500	100	(400)
<b>TOTAL</b>	2,422,160	2,421,760	<b><u>-400</u></b>
		<b>EST. EOY REV.</b>	2,421,760
		<b>PROJ. EOY EXP.</b>	2,286,970
		<b>EST. FUND BAL.</b>	134,790
*Other			
scrap sale	100		
Ins. Clams	0		
Sale of Vehicles	0		
Constellation Energy	0		
Total	100		

**Appendix E**  
**JOINT FACILITIES COMMITTEE**  
**FY 2020-2021**  
**Fund Balance Analysis**

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

* Balance - 6/30/19	\$	538,398.00	
* Interest as of 6/30/19	\$	1,006.00	
Transfer from FY 19/20 Acct # 5980 (January 2020 mtg)	\$	325,124.00	
Capital expenditures 19/20	\$	-210,000.00	
total			\$654,528.00
			\$0.00
Anticipated Balance - 6/30/20 (Unaudited)	\$	654,528.00	654,528.00

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

* Balance - 6/30/19	\$	252,832.00	
* Interest as of 6/30/19	\$	72.00	
* Designated as Revenue for F.Y. 19-20, see Appdx. D	\$	-100,000.00	
Anticipated revenues as of June 30 2020		2,421,760.30	
Anticipated expenses as of June 30 2019		-2,286,970.00	
Anticipated Balance - 6/30/20 (Unaudited)	\$	287,694.30	
* 6/30/19 Audit Report			

**APPENDIX F**  
**JOINT FACILITIES COMMITTEE - REVENUE BUDGET**  
 Fiscal Year 2020-2021

	APPROVED 2019-20 <u>BUDGET</u>	EXPECTED 2019-20 <u>BUDGET</u>	PROPOSED 2020-21 <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	1,016,591
Colchester Share *	766,416	766,416	786,223
Consolidation Share (See Appendix C)			
East Hampton	122,753	122,753	121,841
Colchester	117,476	117,476	116,628
Hebron Operations	84,802	84,802	81,515
Marlborough Operations	43,973	43,973	42,500
East Hampton Water	1,000	1,000	1,000
Other (N-Crdts/Ins-Clms/Constellation En) ( 0 + 0 + 1,500.00)	500	100	500
<b>Total Revenues</b>	<b>\$2,422,160</b>	<b>\$2,421,760</b>	<b>\$ 2,506,900</b>

\* Share Assessment to EH/Colc:  
 See Appendix B

flow %

<b>2020-21 Total</b>	<b>\$ 1,802,814.68</b>		
<b>East Hampton</b>	<b>\$ 1,016,591.26</b>	<b>56.39%</b>	see Appendix B
<b>Colchester</b>	<b>\$ 786,223.41</b>	<b>43.61%</b>	see Appendix B

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 G  
 JOINT FACILITIES COMMITTEE  
 Fiscal Year 20/21  
 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
\$485,000	2020/21	MAPS FORCEMAIN finacing
\$485,000	2021/22	MAPS FORCEMAIN finacing
\$485,000	2022/23	MAPS FORCEMAIN finacing
\$485,000	2023/24	MAPS FORCEMAIN finacing
\$300,000	2024/25	Flights,chains & drives / secondary clarifiers
\$185,000	2024/25	Maps Vaughn chopper pumps
\$100,000	2025/26	Replace 2012 (4-CEN) F-450
\$25,000	2025/26	repair/chip seal road @ outfall-High Point
\$450,000	2025/26	Replace 19XX Vactor Truck
\$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)
\$250,690		** (required contingency)
\$ 2,490,000		Current Projected Total Capital Budget

\$654,528 \* 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**  
**\$ 455,174** see line item 5980 Oper. Tranfer to Cap. Budget

**APPENDIX H**  
**Dump Fee Analysis 2020-21**  
**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
Est. collection fees current F/Y	<b>\$ 240,000.00</b>			
Proposed D.F. Rev. F.Y. 20-21	<b>\$ 240,000.00</b>			

Management recommendation: 0.0% increase in the dump fees

*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 4, 2019

From: Scott Clayton

Re: Proposed WPCA Expense Budget – F/Y 2020-2021

Enclosed is management's recommended operating expense budget for the forthcoming fiscal year. At this time no action will be required however, we will spend as much time as necessary reviewing the information at the February 4, 2020 meeting. Adoption of the operating expense budget is proposed for the March 2, 2020 meeting. The Public Hearing for revenues will be conducted on September 1, 2020 with revenue adoption scheduled at the regular meeting to follow. As you review the material the following items are brought to your attention:

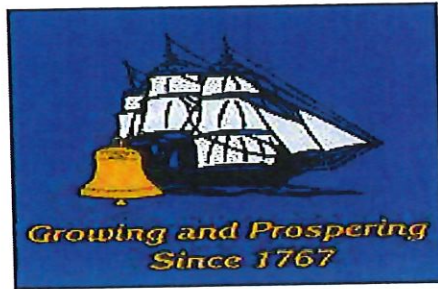
- We have provided for all expenses at the same expenditure rate as the previous year except for changes that are known and quantifiable. All increases/decreases have been substantiated in the "Budget Detail".

This year's budget of \$1,776,483.18 reflects a proposed increase in expenses of \$115,402.99 or 6.5% over last year. The primary reason for this increase, is the Interfund service charge line item increase of \$74,166.00 account (#5899), Capital budget funding expense line item increased \$16,478.00 account (#5980).

The Capital budget has the inclusion of the North Maple L.S. force main replacement \$130,000.00.

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 43.61% and East Hampton 56.39%. East Hampton's 2020/21 annual contribution to the Joint Facilities has been determined to be \$1,142,059.00 (account #5899) which is a 6.5% increase.





***Town of East Hampton***

***Water Pollution Control Authority***

***2020 - 2021  
OPERATIONS BUDGET***

***61-58-0581-XXXX***

***Proposed: February 4, 2020***

***Proposed Expense Adoption: March 3, 2020***

***Proposed Public Hearing: September 1, 2020***

***Proposed Revenue Adoption: September 1, 2020***

## WATER POLLUTION CONTROL AUTHORITY BUDGET FISCAL YEAR 2020-21 DETAIL

page 1 of 4

### 5110 Full Time P/R

50%	PUA				\$56,100	
50%	Adm. Asst.	\$ 28.23	per contract		\$29,363	
	reg. Pay		58,726			
	\$ 27.68					
					Total	\$85,463

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

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

		current	new rate			
P/T CI		\$15.00	\$ 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 15%	Emplr. Cost	LC.TS
2	HSAF	2,545	32,067	4,810	54,514	0
					0	0
					Total	\$54,514

### 5213 Life Insurance

0.35 per \$1000 of compensation

#5110	P/R	cost/mo	cost/mo
	85,463	0.62	53
			Total
			\$636

### 5220 S.S. & 5221 Medicare

0.062  
0.0145

#5110	P/R	SS	Medicare	
	85,463	5,299	1,239	
#5120	5,417	336	79	
#5130	2,200	136	32	
		5220	Social Security	Total
				\$5,771
		5221	Medicare	Total
				\$1,350

### 5230 Pension

0.15

5110 Secr.+PUA + 5130 O/T P/R	P/R	Total
	\$87,662.94	13,149



**5235 DC Plan Cont**

Total 0

**5260 Works Comp.**

Proj. inc. 50%/TH

	P/R	code	cost per \$100 of P/R		
Mgmt.	56,100	9410	\$ 3.30	2,777	
clerical +P/T P/R	33,455	8810	\$ 0.59	297	
				Total	\$3,074

**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 &amp; OSHA materials</i>	500
<i>Seminars/Training</i>	750

Total \$1,850

**5330 Prof/Tech Services**

<i>Annual Auditing Repts.</i>	4,000	
<i>Attorney fees</i>	3,500	
<i>Dev. Rev &amp; Insp.</i>	5,000	
<i>Prof. Services Engr.</i>	2,500	GIS maintenance & I n I
CMOM	100,000	

Total \$115,000

**5430 Bldg. & Equip. M&R**

<b>Pump station repairs</b>	60,000	note: work performed by others
5 new gensets	10,000	Emerg. Gen. Maint. Cont.
	10,000	I n I repairs

Total \$80,000

**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)

Total \$7,000

**5520 Prop/Liab Insurance**

	current	current	split (81/19)		
	Premium	Jt. Fac.	WPCA		
Property (B&M)	\$17,249	13,972	3,277	\$3,277	
Pub. Officials	\$1,466	1,188	279	\$279	
Gen. Liab.	\$11,161	9,040	2,121	\$2,121	
Auto	\$5,962	4,829	1,133	\$1,133	
Umb.	\$3,886	3,148	738	\$738	
Total	39,724	32,177	7,548	\$7,548	\$7,548

**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

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

**5595 Interfund Serv. Chge**

Billing, collecting &amp; bookeeping services provided by Town.

Total \$13,523

**5611 Office Supplies**

Swr Bills	1000
Office/Misc Supplies	2200

Total \$3,200

**5622 Electricity**

current monthly average	\$ 4,750
for 19 PS located in EH	inc 3%

Total \$58,710

<b>5627 Motor Fuel</b>			Total	\$2,838
(50% WPCA/50% Jt. Fac)	200 gals/month			
	\$ 2.37 per gal/per TH			
<b>5680 Chemicals</b>			Total	\$5,300
bioxide Hampton woods	1000 gal/tnk			
	\$ 2.65 / gal			
<b>5690 Other Supp./Materials</b>	\$ 60,000 note: work performed by the Jt. Fac.		Total	\$ 60,000
	Parts for pumps			
<b>5741 Machinery</b>			Total	\$0
<b>5742 Vehicles</b>			Total	\$0
<b>5743 Furniture &amp; Fixtures</b>			Total	\$500
No projected increase				
<b>5744 Computer Equip.</b>			Total	\$1,000
No projected increase				
<b>5810 Dues &amp; Fees</b>			Total	\$965
	AWWA (50%) \$ 150.00			
	CWWA (50%) \$ 125.00			
	CAWPCA & CWPAA (100%) \$ 115.00			
	WEF (50%) \$ 75.00			
	Webster Bank \$ 500.00			
<b>5890 Other</b>			Total	\$0
petty cash no projected inc.				
<b>5893 Claims and Settlements</b>			Total	\$0
<b>5899 Interfund Serv. Chrg</b>			Total	\$1,142,059
E.H. share to oper/maint the East Hampton WW system	\$ 122,331	J/F budget app. 2/11/20		
E.H. share to oper/maint the Joint Facilities WWTP	\$ 1,019,728	J/F budget app. 2/11/20		
			Total	\$1,142,059
<b>5980 Res. For Cap &amp; NR</b>			Total	\$71,403
(Fund #81)	71,403			
<b>5990 Contingency</b>			Total	\$3,000
Unforeseen expenses	3000			
			Total	\$3,000
			Total Prop.expenses 20/21	\$ 1,776,483.18
			Total Prop.expenses 19/20	\$ 1,661,080.19
			Projected Total expenses 19/20	\$ 1,598,384.62
			20/21 Inc +/-	\$ 115,402.99
			Percent Increase Over Prev Year	6.50%

	Year 1 19/20	Year 2 20/21	Year 3 21/22	Year 4 22/23	Year 5 23/24	Year 6 24/25	Year 7 25/26	Year 8 25/27	Year 9 25/28	Year 10 25/29
WPCA CAPITAL BUDGET										
Budget Line Item 5980 (Res for Capital)	\$ 54,925	\$ 71,403	\$ 92,823	\$ 120,670	\$ 156,871	\$ 203,933	\$ 265,112	\$ 344,646	\$ 448,040	\$ 582,452
Transfer from undesignated fund	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Cumulative Reserve for Capital	\$ 1,224,070	\$ 883,473	\$ 851,296	\$ 841,966	\$ 868,837	\$ 922,770	\$ 1,037,882	\$ 1,382,529	\$ 1,830,569	\$ 2,413,021
Anticipated Capital Fund Expenditures	\$ (412,000)	\$ (125,000)	\$ (130,000)	\$ (130,000)	\$ (150,000)	\$ (150,000)	\$ -	\$ -	\$ -	\$ -
Cumulative Capital Expenditures	\$ -	\$ (125,000)	\$ (255,000)	\$ (385,000)	\$ (535,000)	\$ (685,000)	\$ (685,000)	\$ (685,000)	\$ (685,000)	\$ (685,000)
Anticipated Capital Fund Balance	\$ 812,070	\$ 758,473	\$ 721,296	\$ 711,966	\$ 718,837	\$ 772,770	\$ 1,037,882	\$ 1,382,529	\$ 1,830,569	\$ 2,413,021
Budget Line Item 5980 Percent Increase over previous year		30%	30%	30%	30%	30%	30%	30%	30%	30%

Capital Balance 6/30/18	\$ 994,076
audited Capital Balance 6/30/19	\$ 669,145
audited undesignated fund Balance 6/30/19	\$ 1,032,255
audited WPCA Development fund Balance 6/30/19	\$ 402,346

APPENDIX G

WPCA

Fiscal Year 2020/21

Capital Budget 2017-2025

Fund 81

<u>Actual Cost</u>	<u>Est. Cost</u>	<u>Purchase Year</u>	<u>Projects</u>
\$236,600	\$350,000	2019/20	North Main LS controls, generator dialer
	\$160,000	2019/20	Pine trail forcemain
	\$137,000	2020/21	North Maple forcemain
	\$138,000	2021/22	Pine trail LS controls, generator, dialer
	\$145,000	2022/23	Barbara ave LS controls, generator, dialer
	\$152,000	2023/24	Old Marlborough LS controls, generator, dialer
	\$96,000	2024/25	Bay Road LS controls, dialer
	\$96,000	2024/25	North Maple LS controls, dialer
	\$101,000	2025/26	Chestnut Hill LS controls, dialer
	\$101,000	2025/26	Day Point LS controls, dialer
	\$1,476,000		Current Projected Total Capital Budget
	\$ 1,476,000.00		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 F/Y 20/21 funding level for Capital Budget

see line item 5980 Oper. Transfer to Cap. Budget

**\$ 71,403**



APPENDIX G

WPCA

Fiscal Year 2020/21

Capital Budget 2017-2025

Fund 81

<u>Actual Cost</u>	<u>Est. Cost</u>	<u>Purchase Year</u>	<u>Projects</u>
\$236,600	\$350,000	2019/20	North Main LS controls, generator dialer
	\$160,000	2019/20	Pine trail forcemain
	\$137,000	2020/21	North Maple forcemain
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	\$145,000	2022/23	Barbara ave LS controls, generator, dialer
	\$152,000	2023/24	Old Marlborough LS controls, generator, dialer
	\$96,000	2024/25	Bay Road LS controls, dialer
	\$96,000	2024/25	North Maple LS controls, dialer
	\$101,000	2025/26	Chestnut Hill LS controls, dialer
	\$101,000	2025/26	Day Point LS controls, dialer
	\$1,476,000		Current Projected Total Capital Budget
	\$ 1,476,000.00		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 F/Y 20/21 funding level for Capital Budget

see line item 5980 Oper. Transfer to Cap. Budget

**\$ 71,403**



ANTICIPATED FUND BALANCE as of 6/30/20

**PROJECTED REVENUES:**

	Approved 19-20 Budget	Estimated EOY Budget	+/-	
Permit Fees -	300	1,200	900	
Developer Review & Inspection -	4,500	3,930	(570)	
Trans. from Equip. Sinking Fund #66	0	0	0	
Use Charges Billed:				1,625,106
10/1/20 (3370 est. EDU's)			0	
10/1/19 (3365 act. EDU's)	1,481,976	1,481,976	0	
Interim Billing	0	0	0	
Charges for Services (Prior Years)	7,000	1,836	(5,164)	
Delinquent Interest	5,000	16,000	11,000	
Lien Fees	500	1,600	1,100	
Use Charges (CL&P, Food Bag)	4,500	0	(4,500)	Should be 0 in 20/21
Marlborough Discharge Fees	55,000	98,000	43,000	
Other	0	1,000	1,000	
Interest to be Earned	2,500	2,500	0	
Subtotal of Revenues -	1,561,276	1,608,042		
Transfer from Und.Fund Balance	79,661	0		
Total Revenue Budget	\$1,640,937	\$1,608,042	\$46,766	\$32,895

**PROJECTED EXPENSES :**

		EOY Exp.	+/-
5110 Full Time P/R	85,676	80,000	5,676
5120 P/T P/R (19.5 hrs/wk)	5,417	0	5,417
5130 Overtime Salaries	2,200	900	1,300
5140 Longevity	100	100	0
5210 Medical Insurance	54,514	30,000	24,514
5213 Life Insurance	637	621	16
5220 Social Security	5,784	5,784	0
5221 Medicare	1,353	1,277	76
5230 Pension	4,637	16,000	(11,363)
5235 DC Plan Cont	8,000	0	8,000
5260 Works Comp.	5,844	4,200	1,644
5310 Refunds	500	0	500
5316 Computer HW Maint	1,000	500	500
5319 Meetings/Conf.	1,850	1,850	0
5330 Prof/Tech Services	115,000	60,000	55,000
5430 Bldg. & Equip. M&R	75,000	110,000	(35,000)
5438 Vehicle Repr./Maint	750	750	0
5440 Rental/Contract	4,910	2,500	2,410
5480 Computer SW Maint	7,000	7,000	0
5520 Prop/Liab Insurance	7,548	7,548	0
5530 Communications	16,000	16,000	0
5540 Newspaper Adv.	600	600	0
5580 Staff Travel	1,000	1,000	0
5590 Other Purch. Serv.	3,140	3,140	0
5595 Interfund Serv. Chge	0	0	0
5611 Office Supplies	3,200	3,100	100
5622 Electricity	57,000	54,000	3,000
5627 Motor Fuel	2,838	2,800	38
5680 Chemicals	5,300	0	5,300
5690 Other Supp./Materials	55,000	60,000	(5,000)
5741 Machinery	0	0	0
5742 Vehicles	0	0	0
5743 Furniture & Fixtures	500	0	500
5744 Computer Equip.	2,000	2,600	(600)
5810 Dues & Fees	965	300	665
5890 Other	0	0	0
5893 Claims and Settlements	0	0	0
5899 Interfund Serv. Chrg	1,067,893	1,067,890	3
5980 Res. For Cap & NR	54,925	54,925	0
5990 Contingency	3,000	3,000	0
Total Expenditures EOY	1,661,080	1,598,385	62,696



**PROPOSED OPERATING BUDGET - WPCA  
FISCAL YEAR 2019-20 REVENUE**

page 1 of 1

(estimated)

	APPROVED 19-20 BUDGET	EXPECTED 19-20 BUDGET	PROPOSED 20-21 BUDGET	Est. Revenue Analysis UNITS	fee	GP fee	# of GP	Revenue
Permit Fees -	300	1,200	300	3020	\$ 230.00	\$ 50.00	94	
Developer Review & Inspection -	2,500	3,930	2,500	3128	\$ 250.00	\$ 60.00	94	\$825,790
Trans. from Capital Fund #66	0	0	0	3149	\$ 260.00	\$ 75.00	94	\$869,090
Use Charges:				3191	\$ 270.00	\$ 80.00	94	\$922,380
10/1/19 (3365 act. EDU's)	1,481,976	0	1,625,106	3264	\$ 280.00	\$ 90.00	94	\$976,190
Interim Billing	500	500	500	3337	\$ 290.00	\$ 90.00	94	\$1,051,380
Charges for Services (Prior Years)	7,000	1,500	0	3467	\$ 300.00	\$ 120.00	94	\$1,038,000
Delinquent Interest	5,000	15,000	500	3312	\$ 310.00	\$ 120.00	94	\$1,039,400
Lien Fees	500	500	500	3315	\$ 310.00	\$ 125.00	94	\$1,107,350
Special Use Charges (CL&P, Food Bag)	4,500	0	0	3320	\$ 330.00	\$ 125.00	94	\$1,160,600
Marlborough Discharge Fees	89,000	89,000	100,425	3330	\$ 345.00	\$ 125.00	94	\$1,172,675
Other	0	1,000	0	3365	\$ 345.00	\$ 125.00	94	\$1,206,325
Interest to be Earned	2,500	2,500	2,500	3365	\$ 355.00	\$ 125.00	94	\$1,241,800
Subtotal of Revenues -	1,593,776	115,130	1,731,831	3370	\$ 365.00	\$ 125.00	94	\$1,576,570
Trans. From Und. F.B. (Fund 61)	(190,896)	0	44,652	3434	\$ 455.00	\$ 150.00	94	\$1,766,420
TOTAL REVENUES -	1,402,890	1,608,042	1,776,483	3398	\$ 515.00	\$ 175.00	94	
TOTAL EXPENDITURES -	1,402,890	1,598,385	1,776,483					

	06/30/20	06/30/19	06/30/18	06/30/17
Audited Balances				178,099
<b>Undesignated Fund Balance - Fund 61</b>	<b>\$1,032,255</b>	<b>\$879,862</b>	<b>\$617,834</b>	
proj. int. a/o 6/30/19	600			
Proj. Rev . 19/20	\$1,650,654			
Proj. Exp. 19/20	-\$1,578,160			
Transfer to Capital 19/20	-\$500,000			
unaudited Balances a/o 6/30/20	\$605,349	<b>\$1,032,255</b>	<b>\$879,862</b>	<b>\$617,834</b>
<b>Capital Fund Balance - Fund 81</b>	<b>\$669,145</b>	<b>\$994,076</b>	<b>\$1,058,613</b>	
proj. int. a/o 6/30/19	600			
19/20 F/Y contribution	\$54,925			
19/20 F/Y withdrawal	-\$412,000			
19/20FY transfer from undesignated Fund	\$500,000	<b>\$669,145</b>	<b>\$994,076</b>	<b>\$1,058,613</b>
unaudited Balances a/o 6/30/20	\$812,670	<b>\$994,076</b>	<b>\$296,641</b>	
<b>Sewer Dev. Fund Balance - (Fund 52)</b>	<b>\$402,346</b>	<b>\$334,596</b>	<b>\$402,346</b>	
proj. int. a/o 6/30/19	400			
Proj. Sewer connection fees	35000			
Hope Church Revenue	\$7,890			
Sports on 66 Revenue	0			
unaudited Balances a/o 6/30/20	\$445,636	<b>\$402,346</b>	<b>\$334,596</b>	<b>\$296,641</b>

Note: Audited balances are BOLD