

**Water Department**  
**Department 41**  
**Fiscal Year 2011 Expenditures Narrative**

**Personnel**

4100-10.00 Personal Service – The proposed FY11 budget for Personal Service is **\$79,670**. This total assumes:

- 50% of Straight Time \$65,380
- 50% of Overtime \$7,510
- Fees for services provided by Town Clerk-Treasurer \$4,000
- Fees for services provided by the Credit Supervisor for Delinquent Accounts \$2,780

4100-12.00 Health & Accident Insurance – The proposed FY11 budget for Health & Accident Insurance is **\$19,665**. This total assumes the Town pays 85% of the projected health insurance premium/100% of the employee deductible and 100% of the project Accidental Death & Dismemberment/Life/Short-term Disability insurance costs:

- Switch to High Deductible Plan with Health Savings Account in Jan 2010
- 8% annual increase in health insurance premiums in 2011<sup>i</sup>
- 50% of health insurance costs = \$19,410
- No increase in insurance costs in 2010 or 2011
- 50% of the staff projected AD&D/Life/STD insurance costs at \$168 = \$255

4100-13.00 Retirement – The proposed FY11 budget for Retirement is **\$3,110**. This total assumes:

- All full-time employees are eligible for the retirement match.
- 100% of Town 1:1 matching contribution up to 5% of the base salary

4100-15.00 FICA – The proposed FY11 budget for FICA is **\$6,095**. This total assumes:

- $0.0765 * \$79,670 = \$6,095$

4100-16.00 Unemployment Insurance – The proposed FY11 budget for Unemployment Insurance is **\$180**. This total assumes:

- 17% of total Unemployment Insurance premium = \$180

**Utilities**

4100-30.00 Heat – The proposed FY11 budget for Heat is **\$4,140**. This total assumes:

- 1,840 gallons of propane at an average rate of \$2.25 per gallon
- Costs for heating system repairs should be charged to 4100-37.00 Filter Plant Repairs.

4100-31.00 Intake/Filter Plant Electricity – The proposed FY11 budget for Intake/Filter Plant Electricity is **\$3,600**. This total assumes:

- 25,710 KWH of electricity at an average rate of \$0.14 per KWH
- Costs for electrical work should be charged to 4100-40.00 Intake Repairs or 4100-37.00 Filter Plant Repairs.

4100-35.00 Well House/Water Tank Electricity – The proposed FY11 budget for Well House/Water Tank Electricity is **\$1,335**. This total assumes:

- 9,700 KWH of electricity at an average rate of \$0.14 per KWH
- 25% increase in electric rates in FY11
- Costs for electrical work should be charged to 4100-36.00 Well House Repairs.

4100-33.00 Cain Street Booster Pump Station Electricity – The proposed FY11 budget for Cain Street Booster Pump Station Electricity is **\$2,140**. This total assumes:

- 15,580 KWH of electricity at an average rate of \$0.14 per KWH
- 25% increase in electric rates in FY11

4100-32.00 Telephone – The proposed FY11 budget for Telephone is **\$1,975**. This total assumes:

- Average monthly charges of \$52 for service line 802-483-6974 (Filter Plant) = \$624
- Average monthly charges of \$7 for paging services = \$84
- 50% of the average monthly charges of \$50 for cell phones = \$900
- 50% of cell phone/pager repair at \$250 = \$125
- 50% of the average monthly charges of \$40 for internet service = \$240
- Costs for telephone repairs should be charged to 4100-37.00 Filter Plant Repairs.

### **Vehicle Expenses**

4100-29.00 Vehicle Replacement Fund – The proposed FY11 budget for Vehicle Replacement Fund is **\$6,195**. This total assumes:

- 50% of the replacement cost for the 2005 F350 in 2015 at a future cost of \$46,371
- 50% of the replacement cost for the 2006 Chevrolet 1500 in 2016 at a future cost of \$33,433

4100-24.00 Gas – The proposed FY11 budget for Gas is **\$5,000**. This total assumes:

- 50% of the annual fuel charges for the F350 Water/Wastewater truck at \$7,000
- 50% of the annual fuel charges for the Chevy truck at \$3,000

4100-25.00 Other Expenses/Repair – The proposed FY11 budget for Other Expenses/Repair is **\$1,000**.

This total assumes:

- 50% of the annual charges for the 2005 Ford F350 Water/Wastewater truck = \$350
- 50% of the annual charges for the 2006 Chevy Water/Wastewater truck = \$350
  - Replace 4 tires = \$600/2 = \$300

### **Taxes**

4100-65.00 Watershed – The proposed FY11 budget for Watershed Taxes is **\$5,000**. This total assumes:

- Chittenden taxes on 15,049 acres of timberland, the Intake buildings, and the Filter Plant building
- Forest land is enrolled in the Current Use Program

### **Other Insurances**

4100-60.00 General Insurance – The proposed FY11 budget for General Insurance is **\$6,050**. This total assumes:

- Property Casualty premium at \$2,785
- Workers Compensation premium at \$3,265

### **Memberships/Trainings**

4100-62.00 Fees/Travel – The proposed FY11 budget for Fees/Travel is **\$500**. This total assumes:

- Mileage reimbursement per Federal IRS standard
- Attendance at a minimum of 3 trainings/meetings sponsored by the GMWEA and/or VRWA

4100-63.00 Dues – The proposed FY11 budget for Dues is **\$545**. This total assumes:

- 50% of annual membership dues for the VRWA of \$175
- 50% of annual individual membership dues for the GMWEA of \$20 per person
- Annual AWWA membership \$425

## **Contracted Services**

4100-74.00 Lilly Instrumentation – The proposed FY11 budget for Lilly Instrumentation is **\$2,500**. This total assumes:

- Annual contract for services

4100-79.00 Southworth Milton – The proposed FY11 budget for Southworth Milton is **\$360**. This total assumes:

- Semi-annual maintenance performed on generator at the Filter Plant

4100-81.00 M&K Commercial Diving – The proposed FY11 budget for M&K Commercial is **\$6,000**. This total assumes:

- Annual inspection/cleaning of the contact basin \$2,000
- Periodic inspection/cleaning of the water storage tanks \$4,000

4100-82.00 QC Services – The proposed FY11 budget for QC Services is **\$1,175**. This total assumes:

- Annual calibration services to the lab equipment at the Filter Plant
- Inline – (2) CL17, CA610, (2) 1720C at \$140 each = \$700
- Bench Top – (2) Chlorine, Fluoride, pH meter, Turbidity at \$95 each = \$475

4100-83.00 Mission Monitor Service – The proposed FY11 budget for Mission Monitor Service is **\$700**. This total assumes:

- Monthly charges of \$28.95 for Mission cellular service at Kiln Brook Intake = \$350
- Monthly charges of \$28.95 for Mission cellular service at Cain Street Pump Station = \$350

4100-83.02 Casella – The proposed FY11 budget for Casella is **\$1,560**. This total assumes:

- Monthly charges for portable toilet at filter plant = \$130

4100-XX.XX Green Mountain Fire – The proposed FY11 budget for Green Mountain Fire is **\$125**. This total assumes:

- Annual service of all fire extinguishers.

## **Operating Expenditures**

4100-21.00 Operating Expenses – The proposed FY11 budget for Operating Expenses is **\$3,800**. This total assumes:

- Test materials (buffers/phenol red for pH, DPT reagent, chem-wipes, gloves) at \$1,500
- Charts at \$500
- Inline meter and pump annual maintenance at \$1,730
  - (2) CL17 = 24 kits at \$40.79 each
  - CA610 = 12 kits at \$58.20 each
  - 1720C = lamp replacement at \$50
- Additional items as needed at \$70

4100-27.00 Chlorine – The proposed FY11 budget for Chlorine is **\$7,475**. This total assumes:

- 10% increase in chemical cost
- 3,960 gallons at \$1.87 per gallon = \$7,405
- \$70 delivery surcharge

4100-28.00 Fluoride – The proposed FY11 budget for Fluoride is **\$6,370**. This total assumes:

- 10% increase in chemical cost
- 44 15-gallon drums of Fluorosilicic Acid at \$138 each = \$6,069
- \$300 delivery surcharge/drum deposit

4100-77.00 Polymers – The proposed FY11 budget for Polymers is **10,150**. This total assumes:

- 10% increase in chemical cost
- 10 550-lb drums of EC462 at \$928 per drum = \$9,280
- 3 drums of aluminum chlorhydrate at \$248 per drum = \$745
- \$125 delivery surcharge

4100-78.00 Soda Ash – The proposed FY11 budget for Soda Ash is **\$5,825**. This total assumes:

- 10% increase in chemical cost
- 300 50-lb bags at \$19.25 per bag = \$5,775
- \$50 delivery surcharge

4100-28.01 Dechlor – The proposed FY11 budget for Dechlor is **\$795**. This total assumes:

- 10% increase in chemical cost
- 10 15-gal drums of dechlor at \$49.50 per drum = \$495
- \$300 delivery surcharge

4100-75.00 Lab Tests s/o VT – The proposed FY11 budget for Lab Tests s/o VT is **\$3,685**. This total assumes:

- THMs/HAA5 8 at \$250 per set = \$2,000
- Nitrate 3 at \$15 each = \$45
- VOCs 2 at \$125 = \$250
- Annual Lead & Copper at \$400
- Monthly bacteriological, minimum 3 per month plus 10 test contingency at \$15 per test = \$690
- Shipping \$300

4100-76.00 Permit Fees – The proposed FY11 budget for Permit Fees is **\$5,325**. This total assumes:

- Annual operating fees for water production at \$5,200
- Annual discharge fees for backwash system at \$125

4100-68.00 Dechlor Pump Out – The proposed FY11 budget for Dechlor Pump Out is **\$5,000**. This total assumes:

- Quarterly pumping of the backwash treatment system manhole
- 10 hrs/quarter at \$125/hr = \$5,000

4100-26.00 Small Tools/Equipment – The proposed FY11 budget for Miscellaneous Tools/Equipment is **\$1,000**. This total assumes:

- Purchase of new/replacement small tools/equipment on an as needed basis = \$500
- 1/3 cost of 16 inch cut-off saw = \$500 (\$1,500 to be split with Water/Waste-water Departments)

4100-34.00 Uniforms – The proposed FY11 budget for Uniforms is **\$565**. This total assumes:

- 50% of \$300 uniform allowance per employee = \$450
- 50% PPE – safety glasses, helmets, vests, high visibility rain gear = \$115

4100-18.00 Printing – The proposed FY11 budget for Printing is **\$1,480**. This total assumes:

- Annual reproduction of 850 Consumer Confidence Reports at \$600
- Other public notices on a quarterly basis at \$220 = \$880

4100-23.00 Postage – The proposed FY11 budget for Postage is **\$800**. This total assumes:

- Postage for 5 bulk mailings – e.g., Consumer Confidence Reports, quarterly notices
- Postage for mailing monitoring samples
- Postage for mailing monthly reports and other materials as needed

### **Maintenance Expenditures**

4100-40.00 Intake Repairs – The proposed FY11 budget for Intake Repairs is **\$0**. This total assumes:

- No planned repairs in FY11

4100-37.00 Filter Plant Repairs – The proposed FY11 budget for Filter Plant Repairs is **\$0**. This total assumes:

- No planned repairs in FY11

4100-36.00 Well House Repairs – The proposed FY11 budget for Well House Repairs is **\$0**. This total assumes:

- No planned repairs in FY11

4100-38.00 Line Repairs – The proposed FY11 budget for Line Repairs is **\$5,000**. This total assumes:

- Repair on an as needed basis
- Maintain inventory of parts

4100-41.00 Existing Equipment Repairs – The proposed FY11 budget for Existing Equipment Repairs is **\$1,500**. This total assumes:

- General repair to equipment on an as needed basis

4100-37.01 New Equipment – The proposed FY11 budget for New Equipment is **\$0**. This total assumes:

- No new equipment purchases are planned for FY11

4100-98.00 Miscellaneous (Contingency) – The proposed FY11 budget for Contingency expenses is **\$5,000**. This total assumes:

- There are unanticipated operating/maintenance expenditures during FY11

### **Bond Expenditures**

4100-84.10 Bond Payment 1 – The proposed FY11 budget for Bond Payment is **\$20,000**. This total assumes:

- Payoff on \$320,000 bond that matures in 2011 (FY2012)

4100-84.15 Bond Interest 1 – The proposed FY11 budget for Bond Interest is **\$1,735**. This total assumes:

- Payoff on \$320,000 bond that matures in 2011 (FY2012)

4100-84.20 Bond Payment 2 – The proposed FY11 budget for Bond Payment is **\$5,915**. This total assumes:

- Payoff on \$34,470 DWSRF Loan that matures September 1, 2010 (FY2011)

4100-XX.XX Bond Payment 3 – The proposed FY11 budget for Bond Payment is **\$41,733**. This total assumes:

- Payoff on \$1,057,000 DWSRF Loan that matures December 1, 2027 (FY2028)

4100-XX.XX Bond Interest 3 – The proposed FY11 budget for Bond Interest is **\$29,315**. This total assumes:

- Payoff on \$1,057,000 DWSRF Loan that matures December 1, 2027 (FY2028)

### **Sinking Fund**

4100-84.00 Sinking Fund Contribution – The proposed FY11 budget for Sinking Fund Contribution is **\$33,359**. This total assumes:

- Sinking fund contribution equal to 15% of the O&M expenses

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<sup>i</sup> Single 2006 Act Rate = \$516; 2-Person 2006 Act Rate = \$1,066; Family 2006 Act Rate = \$1,329  
Single 2007 Act Rate = \$572; 2-Person 2007 Act Rate = \$1,183; Family 2007 Act Rate = \$1,472  
Single 2008 Act Rate = \$590; 2-Person 2008 Act Rate = \$1,220; Family 2008 Act Rate = \$1,520  
Single 2009 Act Rate = \$654; 2-Person 2009 Act Rate = \$1,309; Family 2009 Act Rate = \$1,767  
Single 2010 Act Rate = \$568; 2-Person 2010 Act Rate = \$965; Family 2010 Act Rate = \$1,419