Allenstown Sewer Commission
35 Canal Street
Allenstown, NH 03275
603-485-5600
FAX 800-859-0081
www.allenstownnh.gov

To: Allenstown Board of Selectmen

From: Allenstown Sewer Commission

Date: November 4, 2013

Re: 2014 Budget

Enclosed is the 2014 Sewer Department Budget for review.

The 2014 Sewer Budget has an overall increase of 2.25% above the 2013 approved budget. There are increases in specific line items due to contractual increases and costs of goods and services that are not under our control.

The Sewer Department is anticipating in 2014 to apply for an individual permit and this will cause for new permit limits such as removal of phosphorous. Modifications to the plant process will need to be completed in order to meet such limits.

PLEASE NOTE: This budget has no effect on property taxes as it is funded solely by user fees.

ALLENSTOWN SEWER COMMISSION
2014 BUDGET WORKSHEET

ACCOUNT	Jan - Oct 13 GROSS ACTUALS	2013 GROSS BUDGET	PROJECTED BUDGET CLOSE OUT	2014 ALLENSTOWN BUDGET	2014 HAULED WASTE BUDGET	2014 INTERMUNICIPAL PLANT BUDGET	2014 GROSS BUDGET	Notes
50-REVENUE								
051-Sewer Rents								
051A-Allenstown	332,694.47	475,775.20	449,276.60	38,780.41		403,828.39	442,608.80	
051B-Pembroke	416,955.50	500,346.65	500,346.65			555,156.16	555,156.16	
051C-Hauled Waste	1,045,970.57	1,397,508.97	1,300,000.00		1,300,000.00		1,300,000.00	
52-OTHER REVENUE								
052A-Inspection/Service Fees	23.48							
052B-Repair Permit	35.00							
052C-Connection Permit Fees								
052D-Returned Check Fee	105.00							
052E-Admin Fee	1,665.82							
052F-Interest Income	193.37							
052G-Disability								
052I-Misc Revenue	4,116.72							
052J-Sewer Rent Interest	5,215.23							
Transfers in								
GROSS REVENUE	**1,806,975.16**	**2,373,630.82**	**2,249,623.25**	**38,780.41**	**1,300,000.00**	**958,984.55**	**2,297,764.96**	
EXPENSE								
100-UTILITIES								
101-Electricity	86,610.77	135,500.00	103,932.92	3,200.00	50,942.19	62,262.68	116,404.87	Decreased $2300 usage/rate decrease
102-Heating Fuel	12,924.49	44,000.00	27,500.00	750.00	12,000.00	20,000.00	32,750.00	Decreased $ from Coll Sys-have not spent in over 3 yrs & switched to gas at plant
103-Telephone	840.80	1,185.00	1,000.00	630.00	200.00	400.00	1,230.00	$744 for plant & $432 for pump station
104-Water	5,476.59	12,700.00	9,250.00	350.00	6,500.00	4,500.00	11,350.00	$8800 plant water/$600 Pump station $600 hydrants/$1000 drinking water
150-ADMINISTRATION								
151-Advertising	534.05	750.00	750.00	400.00	200.00	150.00	750.00	SUO/job posting/projects
152-Alarm Systems		1,400.00	1,400.00	280.00	350.00	770.00	1,400.00	Per Boettcher Electric
153-Bank Fees	299.92	170.00	375.00	35.00	250.00	50.00	335.00	$19.95 per month QB C/C Late pmts
154-Communication Services	3,717.31	5,000.00	4,460.77	400.00	1,100.00	3,000.00	4,500.00	$1500 internet svc $2760 mobile phones
155-Misc. Administration	1,658.52	400.00	1,800.00		1,000.00	1,000.00	2,000.00	
156-Office	4,528.99	3,200.00	5,500.00	450.00	4,150.00	3,050.00	7,650.00	prices increased More computers added
157-Postage	1,039.98	2,400.00	1,100.00	250.00	500.00	750.00	1,500.00	Fill meter 2x @ $500 ea Certified letters
158-Debt Administration	1,274.86	1,200.00	1,529.83	500.00			500.00	decreased no more c/c fee pay for discharges/filings with Registry
159-Subscriptions	9,847.41	10,100.00	10,100.00	2,180.00	5,000.00	14,720.00	21,900.00	Softwater, QB upgrade, copiers, norton, log me in, Vueworks, etc.
160-Lease Payments	17,601.99	31,200.00	21,122.39	125.00	35,000.00	750.00	35,875.00	$31,200 lease pmt (4 septage cans) $2,005 lease pmt (roll off cans) $485 lease for postage meter
161-Bad Debt								
200-PROFESSIONAL FEES								
201-Audit	5,931.50	4,500.00	6,500.00	350.00	1,200.00	4,950.00	6,500.00	Based on 2013 audit expenses
202-Engineering	50,300.00	85,000.00	85,000.00	17,500.00	22,000.00	22,000.00	61,500.00	Contractual obligations
203-Legal	4,346.88	12,000.00	5,500.00	6,000.00	2,500.00	2,000.00	10,500.00	Estimated based on current yr and pending legal hearings
250-EQUIPMENT								
251-Lubrication	5,477.46	2,500.00	6,000.00	600.00	1,800.00	3,600.00	6,000.00	based on current yr exp
252-New Equip	17,130.40	25,000.00	17,130.40			1.00	1.00	
253-Parts	8,652.77	40,500.00	12,000.00	1,000.00	12,500.00	12,500.00	26,000.00	Includes: couplings, elbows, hoses, etc.

ALLENSTOWN SEWER COMMISSION
2014 BUDGET WORKSHEET

ACCOUNT	Jan - Oct 13 GROSS ACTUALS	2013 GROSS BUDGET	PROJECTED BUDGET CLOSE OUT	2014 ALLENSTOWN BUDGET	2014 HAULED WASTE BUDGET	2014 INTERMUNICIPAL PLANT BUDGET	2014 GROSS BUDGET	Notes
254-Rentals	2,595.51	4,980.44	3,114.61		1,000.00	2,500.00	3,500.00	$660 PT rental fee $240 oxygen tank rental fee $1400 storage containers $1000 Tool Rentals
255-Repair & Replace	78,203.26	337,000.00	337,000.00	500.00	31,000.00	18,500.00	50,000.00	Everyday maintenance & repairs
255A-Odor Control						1.00	1.00	
255B-Blowers					88,915.50	108,674.50	197,590.00	Replace 35 yr old blower for aeration of tanks
255C-Phosphorous					107,225.60	26,806.40	134,032.00	Improve process to meet permit
255D-Pump Station Repairs				10,000.00			10,000.00	Repairs to windows, equip, etc.
256-Safety	5,470.89	5,000.00	6,000.00	500.00	1,000.00	2,500.00	4,000.00	Includes signs, PPE, eye wash stations, etc.
257-Tools	3,147.89	1,500.00	3,777.47	500.00	1,000.00	1,500.00	3,000.00	Purchase small tools for maint & repairs
258-Warrantees & Service	3,167.51	4,705.00	4,000.00	300.00	2,000.00	2,000.00	4,300.00	Air compressor, fire extinguishers Boilers, generators
300-INSURANCE								
301-Disability	2,677.39	3,420.00	3,212.87	350.00	700.00	3,270.00	4,320.00	$325 per mo for 7 emp ($3900) Inc for new staff and rate inc
302-Liability	409.63	4,300.00	409.63	250.00	350.00	500.00	1,100.00	Per LGC
303-Life	760.50	1,000.00	912.60	80.00	160.00	735.00	975.00	$72 per mo for 7 emp ($864) Inc for new staff and rate inc
304-Property	11,396.71	10,000.00	11,396.71	2,500.00	1,200.00	11,300.00	15,000.00	Inc for new bldgs and rate inc
305-Unemployment	5,084.00	4,925.00	5,084.00	420.00	840.00	1,340.00	2,600.00	Cost per primex
306-Vehicle	1,795.00	2,000.00	1,795.00	500.00	200.00	1,300.00	2,000.00	Per LGC
307-Workers Compensation	1,818.12	1,000.00	1,818.12	160.00	320.00	1,520.00	2,000.00	Credit issued per Primex
350-LABORATORY								
351-Chemicals	2,557.43	2,750.00	3,068.92		350.00	2,400.00	2,750.00	used for testing requirements per Permit
352-Contract	4,452.75	5,000.00	5,343.30		3,150.00	5,850.00	9,000.00	PP scans for permit
353-Supplies	5,015.28	10,000.00	6,018.34		2,500.00	7,500.00	10,000.00	needed for testing & monitoring
400-OPERATIONS								
401-Buildings & Grounds	35,718.10	36,200.00	104,000.00	7,000.00	7,000.00	7,000.00	21,000.00	Fence repairs, asphalt repairs Pump station needs work
402-Contractors	56,020.45	27,500.00	70,000.00	2,500.00	20,000.00	12,500.00	35,000.00	Includes: inhouse projects, cleaning of tanks
403-Diesel Fuel	759.39	3,720.00	911.27	350.00	750.00	750.00	1,850.00	used for loader
404-Gasoline	3,144.38	4,650.00	3,773.26	600.00	500.00	3,100.00	4,200.00	pumps, vehicles
405-Digsafe	120.00	120.00	160.00	160.00			160.00	marking out sewer mains
406-Freight	7,344.51	12,250.00	8,813.41	250.00	4,000.00	6,000.00	10,250.00	shipping costs for items to and from plant
407-Maintenance Supplies	7,507.62	6,000.00	8,000.00	480.00	1,440.00	8,500.00	10,420.00	includes: paint, trash bags, brushes, etc
408-Polymer	46,995.00	105,082.00	93,000.00		84,800.00	21,200.00	106,000.00	used for plant process per permit
409-Odor Control	14,795.99	15,000.00	20,000.00		17,500.00	7,500.00	25,000.00	sodium hypochlorite
410-Sludge Disposal	215,337.63	238,000.00	258,405.16		212,925.85	53,231.46	266,157.31	3% increase per contract
411-Sodium Hypochlorite	15,155.25	15,000.00	20,000.00		1,750.00	23,250.00	25,000.00	used for disinfection per permit
412-Magnetite	9,472.50	12,500.00	9,472.50		2,200.00	19,800.00	22,000.00	used in plant process
413-Training	777.60	3,000.00	1,000.00	500.00		2,500.00	3,000.00	Avg cost per class $40 All operators 2 classes per yr ($560) Other training as needed (VUE Works, mtgs) Annual license renewals
414-Uniforms	6,097.79	7,500.00	7,317.35	780.00	1,320.00	6,400.00	8,500.00	Contractual obligations
415-Misc. Operating Costs	942.65	1,500.00	1,380.00	200.00	500.00	800.00	1,500.00	
416-Polyaluminum Chloride	8,432.81	12,000.00	13,000.00		21,751.20	5,248.80	27,000.00	Additional needed for phospherous $90,000/yr—Budget additional 2 mo this year.
417-Sodium Hydroxide		5,120.00	1,500.00		340.00	4,860.00	5,200.00	for pH adjustment
418-Trash Removal	1,028.36	1,380.00	1,234.03		720.00	830.00	1,550.00	3% Contractual increase
419-Sodium Bisulfite					1,097.25	16,402.75	17,500.00	new line for dechlor
450-VEHICLES								
451-Vehicle #1-Escape	170.90	135.00	170.90	25.00	125.00	350.00	500.00	Required maintenance
452-Vehicle #2-Lawn Mower	152.58	450.00	202.58			300.00	300.00	Required maintenance
453-Vehicle #3-F350	897.25	135.00	897.25	75.00	66.00	159.00	300.00	Required maintenance
454-Vehicle #4-F250	738.83	1,135.00	788.83	400.00	400.00	400.00	1,200.00	Required maintenance
455-2005 Case Loader	888.36	2,100.00	888.36		1,000.00	1,000.00	2,000.00	Required maintenance

ALLENSTOWN SEWER COMMISSION
2014 BUDGET WORKSHEET

ACCOUNT	Jan - Oct 13 GROSS ACTUALS	2013 GROSS BUDGET	PROJECTED BUDGET CLOSE OUT	2014 ALLENSTOWN BUDGET	2014 HAULED WASTE BUDGET	2014 INTERMUNICIPAL PLANT BUDGET	2014 GROSS BUDGET	Notes
456-Trailer		1.00						
457-Collection System Maint. & Repairs	77,668.64	120,000.00	120,000.00	60,000.00			60,000.00	MH Invert repairs, camera and cleaning lines 10 MH repairs
500-PAYROLL								
501-Allenstown	43,038.48	32,147.11	51,646.18	64,557.73			64,557.73	inc due to CMOM requirements
502-Commissioners Stipend	3,187.50	4,250.00	4,250.00	1,062.50	1,062.50	2,125.00	4,250.00	Commission stipend
503-Disability		1.00				1.00	1.00	
504-Employee Appreciation								
505-Hauled Waste	58,286.09	65,535.33	69,943.31		72,858.52		72,858.52	Based on payroll breakdown
506-Plant	209,778.82	303,746.00	275,000.00			275,702.96	275,702.96	Based on payroll breakdown
550-PAYROLL EXPENSE								
551-Dental	4,528.83	6,736.32	5,434.60	550.00	1,239.50	5,300.00	7,089.50	no increase (per LGC 10/21/13)
552-Health	54,485.41	70,172.96	65,382.49	6,000.00	12,911.83	60,000.00	78,911.83	Inc of 11.05% per LGC 10/21/13)
553-NHRS	28,752.44	39,279.77	34,502.93	3,500.00	6,800.00	35,000.00	45,300.00	Rate increase
554 Direct Deposit	226.20	227.50	271.44	45.00	51.25	123.00	219.25	$1.45 per
555-556 FICA & Medicare	27,176.48	31,034.57	32,611.78	6,200.00	5,400.00	24,000.00	35,600.00	based on payroll
GROSS EXPENSE	**1,306,373.40**	**1,999,894.00**	**1,998,860.51**	**206,295.23**	**879,612.19**	**958,984.55**	**2,044,892.00**	**2.25% increase**
EST. GROSS SURPLUS/DEFICIT	**500,601.76**	**373,736.82**	**250,762.74**	**(167,514.82)**	**420,387.81**		**252,872.99**	**ESTIMATED**

INTERMUNICIPAL PLANT COSTS	
Allenstown share of gross plant budget	403,828.39
Pembroke share of gross plant budget	555,156.16
Allenstown Monthly Cost	33,652.37
Pembroke Monthly Cost	46,263.01

ALLENSTOWN SEWER COMMISSION
GROSS BUDGET

Account	2013 BUDGET	2013 GROSS ACTUALS AS OF 10/30/2012	PROJECTED BUDGET CLOSE OUT	2014 COMMISSION BUDGET
REVENUE				
HAULED WASTE REVENUE	1,397,508.97	1,050,756.28		1,300,000.00
PEMBROKE SEWER FEES	500,346.65	416,955.50		558,734.54
ALLENSTOWN SEWER FEES	475,775.20	339,276.60		442,608.80
GROSS REVENUE	2,373,630.82	1,806,988.38	2,249,623.25	2,301,343.34
EXPENSE				
ALLENSTOWN	279,188.36	95,840.80		206,295.23
PLANT	902,989.98	772,474.49		965,165.90
HAULED WASTE	817,715.66	822,708.03		873,430.68
GROSS EXPENSE	1,999,894.00	1,691,023.32	1,998,860.51	2,044,892.00

ALLENSTOWN SEWER COMMISSION PAYROLL INFORMATION

Employees			2013 Jan-June	2013 July-Dec	Jan-June 26 Weeks	July-Dec 26 Weeks	Y/E Est.	2014 Jan-June	2014 July-Dec
Name	Position	Status	Hourly Jan-June	Hourly					3%
Backman, Jeffrey	Chief Operator Assistant Superintendent	FT	25.00	27.00	26,000.00	28,080.00	54,080.00	28,080.00	28,922.40
Smock, Russell	Maintenance Manager	FT	22.50	23.50	17,550.00	24,440.00	41,990.00	24,440.00	25,173.20
Clement, Dana	Superintendent	FT	32.69	34.23	42,497.00	44,499.00	86,996.00	44,499.00	45,833.97
Robinson, Christopher	O & M Assistant	FT	18.00	12.00	18,720.00	12,480.00	31,200.00	12,480.00	12,854.40
Martel, Andrea	Admin. Assistant Collection System Mgr	FT	22.00	22.50	22,880.00	23,400.00	46,280.00	23,400.00	24,102.00
Slager, Richard	Operator II	FT	22.25	22.25	23,140.00	23,140.00	46,280.00	23,140.00	23,834.20
TBD	Operator II	FT	15.00	16.00	15,600.00	16,640.00	32,240.00	16,640.00	17,139.20
King, Alyson	Office Assistant	FT	14.50	14.95	11,310.00	15,548.00	26,858.00	15,548.00	16,014.44
	Interns	PT	28.00	28.00	7,280.00	7,280.00	14,560.00	7,280.00	7,498.40
		FT							
	Combined Overtime				6,524.00	8,000.00	14,524.00	8,000.00	8,240.00
	TOTALS				191,501.00	203,507.00	395,008.00	203,507.00	209,612.21
								TOTAL	413,119.21
							15.63%	Allenstown	64,557.73
							17.64%	Septage	72,858.52
							66.73%	Plant	275,702.96

ALLENSTOWN SEWER ACCOMPLISHMENTS

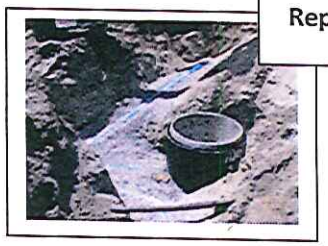
2012

- Replaced sewer main on Oak Street and paid for paving of street.
  - *(Total Cost: $51,121.00 Hauled Waste Funds paid 88% & Sewer Users paid 12%)*
- Paved lower section of Ferry Street including reconstruction of drainage.
  - *(Total Cost: $122,750.26 Hauled Waste Funds paid 100%)*
- Replaced and relocated sewer main on Campbell Street.
  - *(Total Cost: $76,953.07 paid by Sewer Capital Reserve Funds)*
- Bio-Mag Upgrade Bond paid in Full.
  - *(Total Cost: $1,029,267.02 Hauled Waste Funds paid 100%)*
- Started construction for new septage receiving station.
- Replaced catch basin structure on Cross Street with proper manhole.
  - *(Total Cost: $4,611.00 paid by Sewer Capital Reserve Funds)*

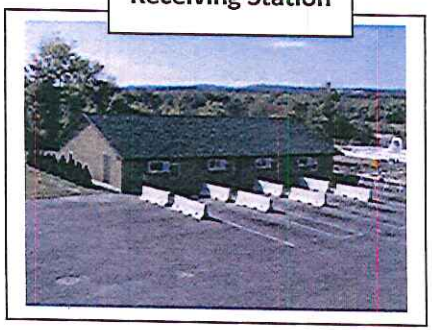
2013

- Replaced sewer main on Court Street and paid for paving of street.
  - *(Total Cost: $80,524.00 Funded by 2013 Sewer Budget. Sewer budget is subsidized 74% by Hauled Waste Revenue)*
- Opened septage receiving station to allow up to four (4) trucks to discharge at one time.
  - *(Total Cost: $361,334.87 Hauled Waste Funds paid 100%)*
- Converted heating from oil to gas in all buildings.
- Built new building for dechlorination.
- Repair ten (10) sewer manholes and install new hinged, locking covers.
  - *(Total Cost: $14,200 Funded by 2013 Sewer Budget. Sewer budget is subsidized 74% by Hauled Waste Revenue)*

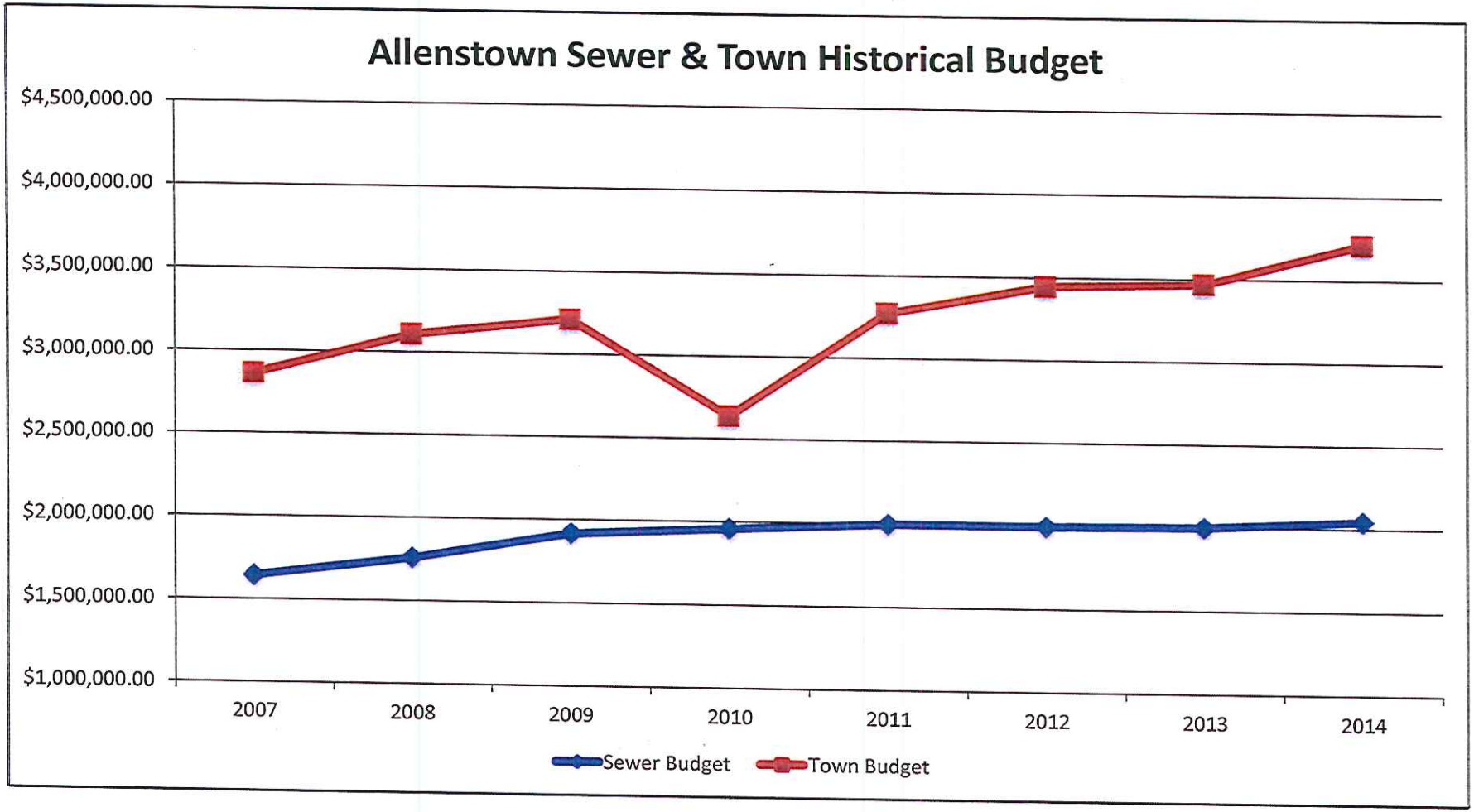
Oak Street Repair 2012

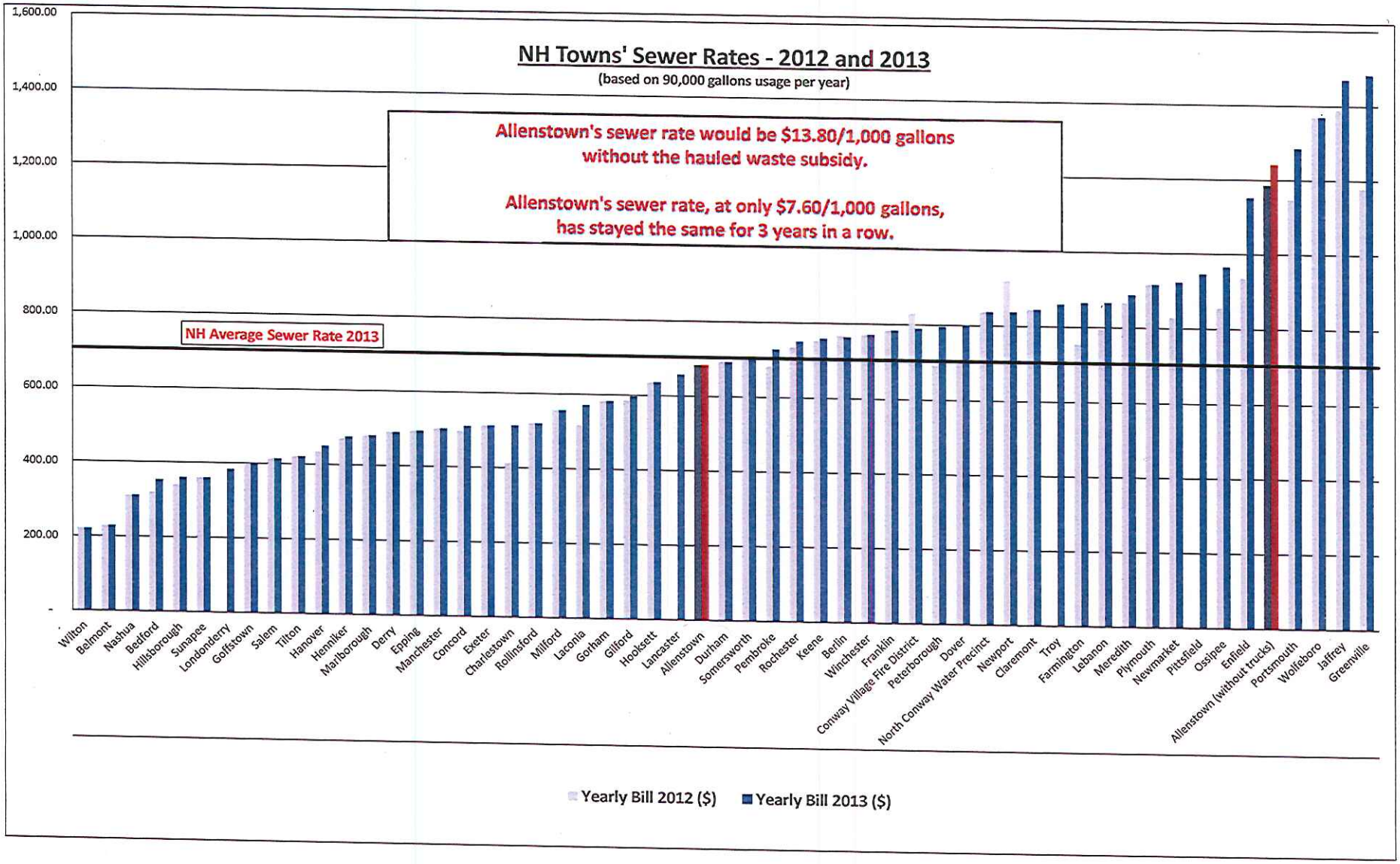


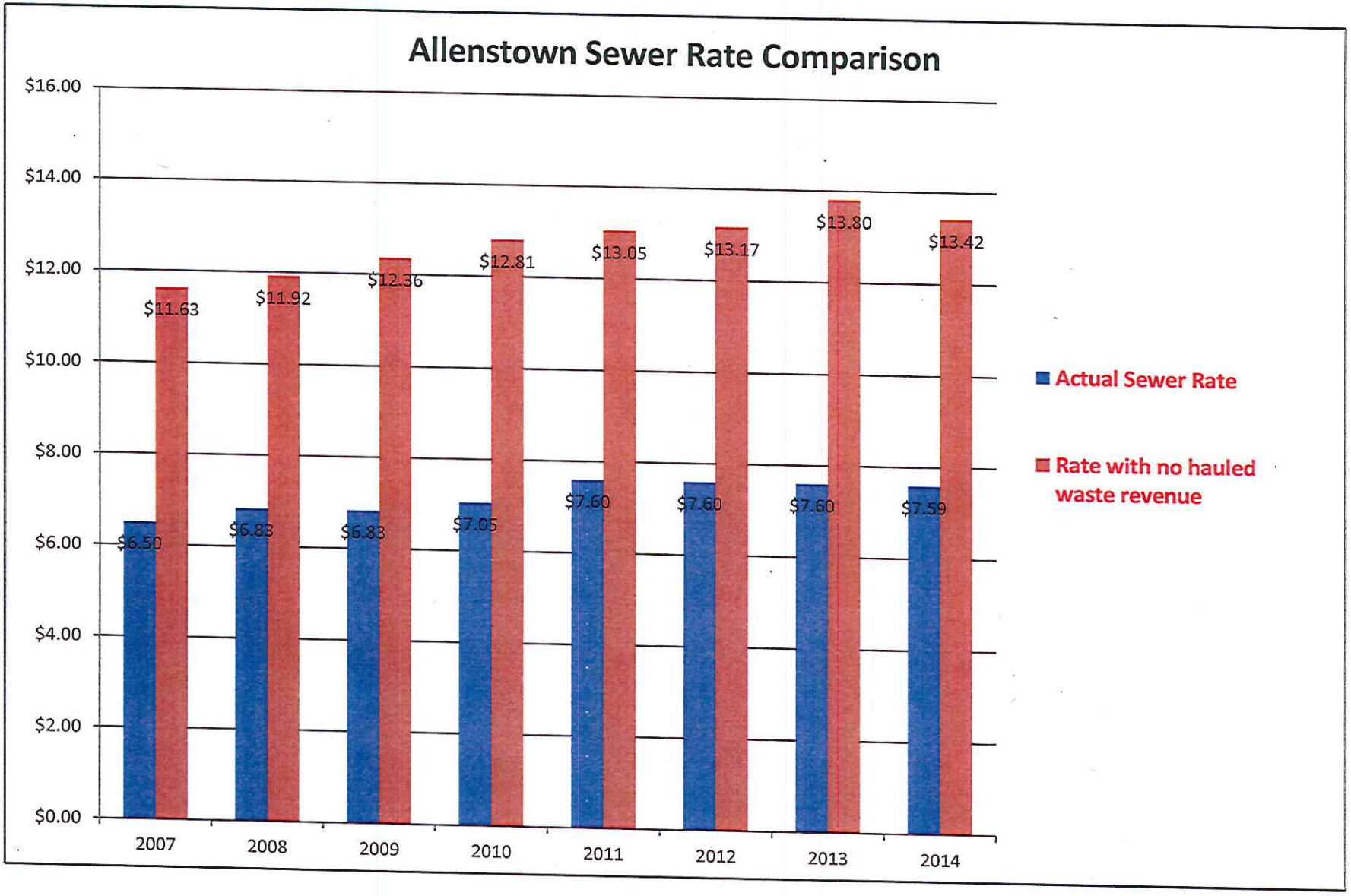
Septage Receiving Station



Court Street Sewer Repair 2013


Allenstown Sewer & Town Historical Budget
$4,500,000.00
$4,000,000.00
$3,500,000.00
$3,000,000.00
$2,500,000.00
$2,000,000.00
$1,500,000.00
$1,000,000.00
2007
2008
2009
2010
2011
2012
2013
2014
Sewer Budget
Town Budget


NH Towns' Sewer Rates - 2012 and 2013
(based on 90,000 gallons usage per year)
Allenstown's sewer rate would be $13.80/1,000 gallons without the hauled waste subsidy.
Allenstown's sewer rate, at only $7.60/1,000 gallons, has stayed the same for 3 years in a row.
NH Average Sewer Rate 2013
1,600.00
1,400.00
1,200.00
1,000.00
800.00
600.00
400.00
200.00
-
Wilton
Belmont
Nashua
Bedford
Hillsborough
Sunapee
Londonderry
Goffstown
Salem
Tilton
Hanover
Henniker
Marlborough
Derry
Epping
Manchester
Concord
Exeter
Charlestown
Rollinsford
Milford
Laconia
Gorham
Gilford
Hooksett
Lancaster
Allenstown
Durham
Somersworth
Pembroke
Rochester
Keene
Berlin
Winchester
Franklin
Conway Village Fire District
Peterborough
Dover
North Conway Water Precinct
Newport
Claremont
Troy
Farmington
Lebanon
Meredith
Plymouth
Newmarket
Pittsfield
Ossipee
Enfield
Allenstown (without trucks)
Portsmouth
Wolfeboro
Jaffrey
Greenville
Yearly Bill 2012 ($)
Yearly Bill 2013 ($)


Allenstown Sewer Rate Comparison
$16.00
$14.00
$12.00
$10.00
$8.00
$6.00
$4.00
$2.00
$0.00
$11.63
$11.92
$12.36
$12.81
$13.05
$13.17
$13.80
$13.42
$6.50
$6.83
$6.83
$7.05
$7.60
$7.60
$7.60
$7.59
2007
2008
2009
2010
2011
2012
2013
2014
Actual Sewer Rate
Rate with no hauled waste revenue