



Allenstown Sewer Commission

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To: Allenstown Board of Selectmen

From: Allenstown Sewer Commission

Date: November 11, 2014

Re: 2015 Budget

Enclosed is the 2015 Sewer Department Budget.

The 2015 Sewer Budget has an overall increase of 1.23% above the 2014 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 2015 to apply for an individual National Pollutant Discharge Elimination (NPDES) permit. This may bring about new permit limits such as the removal of phosphorous ammonia, and copper. Modifications to the plant will need to be done, 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
2015 BUDGET WORKSHEET

ACCOUNT	Jan - Oct 14 GROSS ACTUALS	2014 GROSS BUDGET	PROJECTED BUDGET CLOSE OUT	2015 ALLENSTOWN BUDGET	2015 HAULED WASTE BUDGET	2015 INTER- MUNICIPAL PLANT BUDGET	2015 GROSS BUDGET	Notes
50-REVENUE								
051-Sewer Rents	335,973.16	455,843.09	335,973.16	23,300.29			438,702.00	Estimated revenue from sewer fees
051A-Allenstown	451,601.80	541,922.56	541,922.56				490,204.81	Revenue from PSC
051B-Pembroke	1,111,477.36	1,300,000.00	1,332,757.33		1,332,757.33		1,332,757.33	Estimated revenue from hauled waste
52-OTHER REVENUE								
052A-Inspection/Service Fees	26.20		26.20					
052B-Repair Permit	70.00		70.00					
052C-Connection Permit Fees	33,011.36		33,011.36					
052D-Returned Check Fee	175.00		175.00					
052E-Admin Fee	5,914.45		5,914.45					
052F-Interest Income	105.01		105.01					
052G-Disability								
052L-Misc Revenue	361.46		361.46					
052J-Sewer Rent Interest Transfers in	2,885.76		2,885.76					
GROSS REVENUE	1,941,601.56	2,297,765.65	2,253,202.29	23,300.29	1,332,757.33	905,606.52	2,261,664.14	
EXPENSE								
100-UTILITIES								
101-Electricity	102,717.58	116,404.87	123,261.10	3,200.00	54,810.00	66,990.00	125,000.00	Increased-PSNH January thru March @ \$0.096 April thru October contracted rate-\$0.07830
102-Heating Fuel	16,489.56	32,750.00	22,500.00	750.00	9,215.00	15,035.00	25,000.00	Converted from oil to gas (1st winter with gas)
103-Communications Svcs & Equip	906.72	1,230.00	1,230.00	750.00	500.00	2,250.00	3,500.00	Phone service at WWTF & Pump station Cell phones, internet, .gov emails
104-Water	6,560.38	11,350.00	7,872.46	350.00	4,360.50	3,289.50	8,000.00	Includes town water usage, fire hydrants, back flow and private line charge Savings of \$10,000 annually (since install of Plant Water)
150-ADMINISTRATION								
151-Advertising	403.00	750.00	403.00	250.00	150.00	350.00	750.00	Public notices & employment ads
152-Alarm Systems	1,400.00	1,400.00	1,400.00	250.00	350.00	800.00	1,400.00	Contractual agreement-Boettcher Electric
153-Bank Fees	744.22	335.00	744.22	100.00	350.00	250.00	700.00	Contractual agreement (accept C/C for haulers)
154- Information Svcs & Equip	3,641.56	4,500.00	4,369.87	1,000.00	3,100.00	5,900.00	10,000.00	Computer upgrades
155-Misc. Administration	2,654.75	2,000.00	2,654.75	1,000.00	1,200.00	1,200.00	2,400.00	Employment screening & testing
156-Office	8,893.75	7,650.00	10,672.50	1,000.00	3,000.00	3,000.00	7,000.00	Supplies
157-Postage	1,786.13	1,500.00	2,143.36	750.00	500.00	450.00	1,700.00	postage increase \$0.01 Sewer Billing, certified letters, hauler billing, pmts re-filing of liens and discharges
158-Debt Administration	2,217.37	500.00	2,660.84	100.00			100.00	
159-Subscriptions	19,513.88	21,900.00	23,416.66	1,750.00	5,000.00	13,250.00	20,000.00	Latham time systems, Intedata, IHMI, copier, Norton, VUEworks, checkmate, carbonite, rockwell software, advanced weighing systems, etc.
160-Lease Payments	16,938.16	35,875.00	35,875.00	124.00	35,000.00	750.00	35,874.00	Postage meter, sludge containers
161-Bad Debt								
200-PROFESSIONAL FEES								
201-Audit	4,370.00	6,500.00	4,370.00	300.00	1,000.00	1,700.00	3,000.00	Based on current costs
202-Engineering	10,270.05	61,500.00	12,324.06		10,000.00	15,000.00	25,000.00	Contractual agreements
203-Legal	9,275.50	10,500.00	11,130.60	5,000.00	2,500.00	5,000.00	12,500.00	Pending legal actions
250-EQUIPMENT								
251-Lubrication	1,269.79	6,000.00	1,523.75	250.00	1,500.00	3,250.00	5,000.00	Oils and grease for equipment

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252-New Equip	3,251.80	1.00	3,251.80		0.50	0.50	1.00	
253-Parts	30,888.77	26,000.00	37,066.52	1,000.00	10,000.00	26,500.00	37,500.00	Includes hoses, nuts/bolts, etc for equip repairs
254-Rentals	2,005.00	3,500.00	2,406.00		1,000.00	2,000.00	3,000.00	Rental fee for storage containers, portable toilet, other equipment rentals
255-Repair & Replace	88,708.46	50,000.00	106,450.15	500.00	30,000.00	48,000.00	78,500.00	Equipment failures & replacement
256-Safety	5,969.18	4,000.00	7,163.02	500.00	1,000.00	1,000.00	2,500.00	Includes PPE, SPCC equipment, other safety items
257-Tools	2,549.74	3,000.00	3,059.69	500.00	500.00	4,000.00	5,000.00	Small hand tools ex: wrenches, screwdrivers, etc.
258-Warrantees & Services	14,360.78	4,300.00	17,232.94	300.00	1,500.00	2,500.00	4,300.00	Includes fire extinguishers maintenance, air compressor maintenance, scale maintenance, generator maintenance, first aid supply service, computer technical support, etc.
300-INSURANCE								
301-Disability	3,457.44	4,320.00	4,148.93	350.00	750.00	3,220.00	4,320.00	Based on payroll-avg is \$330 per month
302-Liability	439.31	1,100.00	439.31	200.00	350.00	350.00	900.00	Per PLT
303-Life	951.30	975.00	1,141.56	80.00	160.00	735.00	975.00	Based on payroll-avg is \$100 per month
304-Property	8,057.80	15,000.00	8,057.80	2,000.00	4,000.00	9,306.02	15,306.02	Per PLT
305-Unemployment	2,526.00	2,600.00	2,526.00	420.00	850.00	1,330.00	2,600.00	Per Primex
306-Vehicle	1,675.92	2,000.00	1,675.92	500.00	500.00	1,000.00	2,000.00	Per PLT
307-Workers Compensation	1,825.11	2,000.00	1,825.11	160.00	320.00	1,520.00	2,000.00	Per Primex
350-LABORATORY								
351-Chemicals	1,418.11	2,750.00	1,701.73		350.00	1,650.00	2,000.00	Decreased- using contract labs
352-Contract	9,341.30	9,000.00	11,209.56		2,500.00	7,500.00	10,000.00	Increased-sending samples out for testing
353-Supplies	11,346.17	10,000.00	13,615.40		3,500.00	8,500.00	12,000.00	Increased for vendor price increases
400-OPERATIONS								
401-Buildings & Grounds	3,222.73	21,000.00	5,000.00	1,000.00	4,000.00	7,000.00	12,000.00	Paving, fence repairs, door replacement, painting, etc.
402-Contractors	28,527.50	35,000.00	34,233.00	2,000.00	12,000.00	21,000.00	35,000.00	Subcontractors for electrical repairs, cleaning of tanks, etc.
403-Diesel Fuel	1,355.29	1,850.00	1,626.35	250.00	850.00	1,400.00	2,500.00	Used for generator and loader
404-Gasoline	4,891.91	4,200.00	5,870.29	850.00	650.00	3,500.00	5,000.00	Increased due to fuel price increase
405-Digsate	139.00	160.00	160.00				160.00	Dig safe requests received
406-Freight	12,349.26	10,250.00	14,819.11	250.00	4,000.00	8,750.00	13,000.00	Shipping charges of equipment & products
407-Maintenance Supplies	6,960.98	10,420.00	8,353.18	250.00	1,000.00	7,750.00	9,000.00	gloves, cleaning rags, paper towels, de-icer, etc
408-Polymer	74,939.00	106,000.00	89,926.80		72,000.00	18,000.00	90,000.00	\$2.576 per tote, estimated 35 totes needed
409-Odor Control	13,356.76	25,000.00	16,028.11		11,250.00	3,750.00	15,000.00	Decreased-installing mixing system, less chemical needed
410-Sludge Disposal	230,069.33	274,725.85	276,083.20		225,000.00	51,000.00	276,000.00	Contractual obligation with Waste Mgmt
411-Sodium Hypochlorite	15,660.39	25,000.00	18,792.47		2,000.00	23,000.00	25,000.00	Required for disinfection per permit requirements
412-Magnettite	9,463.50	22,000.00	19,000.00		2,200.00	19,800.00	22,000.00	\$9,500 per truck load (21 tons) 42 tons per yr
413-Training	5,835.86	3,000.00	7,003.03	750.00		2,250.00	3,000.00	Annual license renewals
414-Unifoms	7,859.22	8,500.00	9,431.06	750.00	1,500.00	7,750.00	10,000.00	
415-Misc. Operating Costs	713.89	1,500.00	1,000.00	50.00	250.00	200.00	500.00	
416-Polvaluminum Chloride	12,931.62	27,000.00	15,517.94		18,000.00	4,500.00	22,500.00	Used in coagulation process
417-Sodium Hydroxide	1,904.00	5,200.00	2,284.80		500.00	4,500.00	5,000.00	Used in PH adjustment/plant process
418-Trash Removal	797.28	1,549.00	956.74		375.00	125.00	500.00	Decreased-contract with Town/Casella
419-Sodium Bisulfite	1,944.00	17,500.00	2,332.80		500.00	4,500.00	5,000.00	Used in dechlor-plant process
450-VEHICLES								
451-Vehicle #1-Escape	102.48	500.00	102.48	50.00	100.00	350.00	500.00	Contingency maintenance
452-Vehicle #2-Lawn Mower	249.14	300.00	249.14			300.00	300.00	Contingency maintenance
453-Vehicle #3-F350	1,072.41	300.00	1,072.41	250.00	50.00	200.00	500.00	Contingency maintenance
454-Vehicle #4-F250	1,890.71	1,200.00	1,890.71	500.00	500.00	2,000.00	3,000.00	Contingency maintenance
455-2005 Case Loader	249.22	2,000.00	249.22		500.00	500.00	1,000.00	Contingency maintenance
458-2014 John Deer Loader	2,067.65							

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457-Collection System Maint.	6,795.80	31,000.00	110,000.00	10,000.00			10,000.00	Point repairs
500-PAYROLL								
501-Allenstown	46,759.36	64,557.73	60,000.00	75,000.00			75,000.00	Based on payroll breakdown
502-Commissioners Stipend	3,625.00	4,250.00	4,250.00	1,062.50	1,062.50	2,125.00	4,250.00	Commissioners Stipend
503-Disability		1.00			0.50	0.50	1.00	
505-Hauled Waste	49,228.29	72,857.86	75,000.00		78,935.31		78,935.31	Based on payroll breakdown
506-Plant	225,633.09	275,702.96	292,000.00			295,469.73	295,469.73	Based on payroll breakdown
550-PAYROLL EXPENSE								
551-Dental	6,606.95	7,089.50	7,928.34	1,222.93	1,294.87	4,675.92	7,193.72	Contract
552-Health	80,307.38	78,911.83	96,388.86	16,771.14	17,757.68	64,124.94	98,653.76	Contract
553-NHRS	33,723.41	45,300.00	40,468.09	8,385.24	8,878.49	32,061.24	49,324.97	Based on payroll x 10.77%-Jan thru June Based on payroll x 11.17%-July thru Dec
554 Direct Deposit	252.75	219.25	303.30	100.00	100.00		300.00	\$1.60 per check deposit
555-556 FICA & Medicare	30,812.19	35,600.00	36,974.63	5,844.51	6,188.31	22,346.67	34,379.49	6.2% & 1.45%-Based on payroll
600-PLANT PROJECTS								
Tank mixing-2014-04-120	34,100.88		115,250.00		185,227.00		185,227.00	Installing mixing system (tanks 4, 5, 6- odor control)
Phosphorous		137,245.70	135,000.00		0.50	0.50	1.00	Probable new NPDES pollutant limit
Blowers		185,808.45	185,000.00		0.50	0.50	1.00	Energy efficiency
Odor Control		1.00			0.50	0.50	1.00	To be improved after mixing and blowers
Clarifier Modif-2013-01-100		1.00			10,000.00	20,000.00	30,000.00	New cleaning equipment
DechlorBldg/Instail-2013-03-100	2,154.37		2,154.37		2,000.00	3,000.00	5,000.00	To finish existing project
PH/Chemical Modif-2013-03-110					1,500.00	3,500.00	5,000.00	To finish existing project
PH Transfer Pump-2013-12-110					1,500.00	3,500.00	5,000.00	To finish existing project
Paving			10,000.00				5,000.00	Repetative annual repairs
Plant Security-2013-12-140	4,930.40		4,930.40					
Yard Piping-2014-06-100	15,980.38		15,980.38		5,000.00		10,000.00	Repetative annual repairs
700-COLL SYS PROJECTS								
CCTV2014-04-110	12,264.62	13,000.00	12,264.62					
MH Repairs	30,361.00	10,000.00	30,361.00	30,000.00			30,000.00	10 MH Repairs/purchase covers & frames
West St/Private Line2014-02-100	14,506.55		14,506.55	45,000.00			45,000.00	Ridge Road main replacement
Pump Station Repairs	10,564.00	10,000.00	10,564.00	70,000.00			70,000.00	Seal pot, sump pumps, ww pumps, windows
RR Flow Meter-2013-12-100	5,406.00	6,000.00	5,406.00					
GROSS EXPENSE	1,451,390.14	2,044,892.00	2,044,643.23	292,930.32	866,487.16	905,606.52	2,070,024.00	
EST. GROSS SURPLUS/DEFICIT	490,211.42	252,873.65	208,559.06	(292,930.32)	466,270.17		173,339.85	
INTERMUNICIPAL PLANT COSTS								
							Based on Actual 2014 Flows	
				Allenstown share of gross plant budget	415,401.71		43.49%	
				Pembroke share of gross plant budget	490,204.81		56.51%	
				Allenstown Monthly Cost	34,616.81			
				Pembroke Monthly Cost	40,850.40			

ALLENSTOWN SEWER RENTS, RATE CALCULATIONS 2015

Estimated Warrant Revenue: 2015

Quarter	Warrant amt.	Rate	1000 gal. Billing Units
1st 2014	98,870.52	7.59	13,026
2nd 2014	124,927.70	7.59	16,460
3rd 2014	112,174.94	7.59	14,779
4th 2013	102,867.07	7.60	13,535
Gross Annual Billing Units:			57,800

Previous Year Usage Data (Per Unit):

	Daily	Quarterly	Annual
Gallons:	116	10,602	42,406

Minimum rate Required:

Allenstown Collection System Budget	\$292,930.32
Allenstown Portion of Treatment Facility Budget	\$415,401.71
Gross Allenstown Budget	\$708,332.03
Minimum Rate Required To Fund Allenstown Budget:	\$12.25

RATE :

OLD RATE

ESTIMATED REVENUE FROM ALLENSTOWN USER FEES	\$438,702.00
GROSS ALLENSTOWN BUDGET	\$708,332.03
ESTIMATED FUNDING SURPLUS/DEFICIT FROM ALLENSTOWN USER FEES	(\$269,630.03)
HAULED WASTE SUBSIDY REQUIRED FOR ALLENSTOWN	\$269,630.03
ESTIMATED SURPLUS FROM HAULED WASTE BEFORE ALLENSTOWN SUBSIDY	\$466,270.17
RESIDUAL REVENUE LEFT TO FUND CAPITAL RESERVE PROJECTS AFTER ALLENSTOWN SUBSIDY	\$196,640.14

NEW RATE: % Change

ESTIMATED REVENUE FROM ALLENSTOWN USER FEES	\$438,702.00
GROSS ALLENSTOWN BUDGET	\$708,332.03
ESTIMATED FUNDING SURPLUS/DEFICIT FROM ALLENSTOWN USER FEES	(\$269,630.03)
HAULED WASTE SUBSIDY REQUIRED FOR ALLENSTOWN	\$269,630.03
ESTIMATED SURPLUS FROM HAULED WASTE BEFORE ALLENSTOWN SUBSIDY	\$466,270.17
RESIDUAL REVENUE LEFT TO FUND CAPITAL RESERVE PROJECTS AFTER ALLENSTOWN SUBSIDY	\$196,640.14

Rate change average impact:

	Quaterly Avg Cost	Annual Avg Cost
Old Rate:	\$7.59	\$80.47
New Rate:	\$7.59	\$80.47

Annual Rate Impact (Average Per Unit):

\$0.00

ALLENSTOWN SEWER COMMISSION PAYROLL INFORMATION

Employees Name	Position	Status	2014		July-Dec 26 Weeks	Y/E Est.	2015		2015 July-Dec 5%
			Jan-June Hourly	July-Dec Hourly			Jan-June 26 Weeks	Jan-June	
Backman, Jeffrey	Chief Operator Assistant Superintendent	FT	27.00	28.21	29,338.40	57,418.40	29,338.40	30,805.32	
Smock, Russell	Maintenance Manager	FT	23.50	24.55	25,532.00	49,972.00	25,532.00	26,808.60	
Clement, Dana	Superintendent	FT	34.23	44.71	58,123.00	102,622.00	58,123.00	61,029.15	
Bruce, Michael	O & M Assistant	FT	13.00	13.00	13,520.00	27,040.00	13,520.00	14,196.00	
Martel, Andrea	Admin. Assistant Collection System Mgr	FT	22.50	23.17	24,096.80	47,496.80	24,096.80	25,301.64	
Slager, Richard	Operator II	FT	22.25	23.00	23,920.00	47,060.00	23,920.00	25,116.00	
Wadleigh, Roger	Operator II	FT	18.25	19.00	19,760.00	38,740.00	19,760.00	20,748.00	
King, Alyson	Office Assistant	FT	14.95	16.00	16,640.00	32,188.00	16,640.00	17,472.00	
Carbonneau, Aria	Custodial	PT	11.00	11.25	1,462.50	2,892.50	1,462.50	1,535.63	
		FT							
	Combined Overtime				8,000.00	13,508.45	6,000.00	8,000.00	
	TOTALS				220,392.70	418,938.15	218,392.70	231,012.34	

TOTAL	449,405.04
16.69%	Allenstown
17.56%	Septage
65.75%	Plant
	75,000.00
	78,935.31
	295,469.73