TOWN OF WATERFORD
GENERAL FUND
2022-2023 PROPOSED BUDGET

DEPT/AGENCY: 10130 PUBLIC WORKS

LINE ITEM	DESCRIPTION	2020/2021 ACTUAL EXPENDED	2021/2022 RTM APPROP.	2021/2022 ADDITIONAL/ TRANSFERS	ACTUAL EXPEND & ENCUMB AS OF 1/1/22	2022/2023 DEPT/ AGENCY REQUEST	Department Request $ Increase	Department Request % Increase
PERSONNEL COSTS								
51110	ADMINISTRATION	323,954	320,501		168,543	338,287	17,786	5.55%
51130	ENGINEERING	669	5,558		0	5,558	0	0.00%
51210	CLERICAL/TECHNICAL	140,465	149,076		76,141	150,880	1,804	1.21%
51510	EQUIPMENT MAINTENANCE	268,826	358,379		175,192	363,810	5,431	1.52%
51520	HIGHWAY MAINTENANCE	812,243	1,038,247	(37,000)	413,708	871,476	(166,771)	-16.06%
51530	REFUSE COLLECTION & MAINT.	434,885	309,828	37,000	248,185	453,567	143,739	46.39%
51540	SNOW REMOVAL	76,057	70,000		8,802	56,000	(14,000)	-20.00%
51810	OVERTIME	61,473	52,000		47,913	52,000	0	0.00%
51910	FRINGE BENEFITS	10,580	12,355		7,555	12,525	170	1.38%
51920	FICA	151,923	177,171		81,307	176,263	(908)	-0.51%
	SUBTOTAL	**2,281,075**	**2,493,115**	**0**	**1,227,346**	**2,480,366**	**(12,749)**	**-0.51%**
SERVICES								
52010	ADVERTISING	6,100	0			0	0	#DIV/0!
52020	POSTAGE	314	440		139	400	(40)	-9.09%
52030	PROFESSIONAL FEES	92,388	90,000		49,602	113,000	23,000	25.56%
52040	SERVICE CONT & REPAIRS	60,556	60,000		15,263	65,000	5,000	8.33%
52050	DUES, CONF. & EDUCATION	2,983	1,657		2,978	2,000	343	20.70%
52060	PRINTING	50	100			100	0	0.00%
52070	REIMBURSABLE EXPENSE	40	50			50	0	0.00%
52090	FUEL OIL	19,348	0			0	0	#DIV/0!
52100	ELECTRICITY	44,398	0			0	0	#DIV/0!
52110	WATER & SEWER	7,866	0			0	0	#DIV/0!
52400	MEAL ALLOWANCE	2,371	2,223		343	2,300	77	3.46%
52410	STREET TREE MAINTENANCE	557	330			5,550	5,220	1581.82%
52450	SITE WORK	28	1,210		572	800	(410)	-33.88%
52460	STREET LIGHTING	82,478	110,000		37,030	95,500	(14,500)	-13.18%
52470	SOLID WASTE DISPOSAL	876,159	870,000		410,771	875,000	5,000	0.57%
52475	RECYCLING PROGRAM		250			150	(100)	-40.00%
52500	OPTIONS & RIGHTS OF WAY		1,000			0	(1,000)	-100.00%
52510	RENTAL OF EQUIPMENT	24,765	24,000		23,023	5,000	(19,000)	-79.17%
52531	LANDFILL CAP MAINTENANCE	19,450	23,800		4,650	21,000	(2,800)	-11.76%
	SUBTOTAL	**1,239,851**	**1,185,060**	**0**	**544,371**	**1,185,850**	**790**	**0.07%**

TOWN OF WATERFORD
GENERAL FUND
2022-2023 PROPOSED BUDGET

DEPT/AGENCY: 10130 PUBLIC WORKS

LINE ITEM	DESCRIPTION	2020/2021 ACTUAL EXPENDED	2021/2022 RTM APPROP.	2021/2022 ADDITIONAL/ TRANSFERS	ACTUAL EXPEND & ENCUMB AS OF 1/1/22	2022/2023 DEPT/ AGENCY REQUEST	Department Request $ Increase	Department Request % Increase
MATERIALS & SUPPLIES								
53010	OFFICE SUPPLIES	503	325		112	325	0	0.00%
53030	OPERATIONAL SUPPLIES	18,965	17,000		10,605	18,000	1,000	5.88%
53050	ENGINEER EQUIP & SUPPLIES	4	300		206	300	0	0.00%
53070	AUTOMOTIVE REPAIRS	194,378	150,000		94,885	201,000	51,000	34.00%
53090	FUELS & LUBRICANTS	116,293	180,000		63,093	200,000	20,000	11.11%
53100	TIRES	30,253	35,000		13,721	35,000	0	0.00%
53250	TRAFFIC CONTROL MATERIALS	23,307	30,000		513	25,000	(5,000)	-16.67%
53300	HIGHWAY MATERIALS	140,648	225,000		24,368	176,500	(48,500)	-21.56%
	SUBTOTAL	524,351	637,625	0	207,503	656,125	18,500	2.90%
EQUIPMENT								
54050	AUTOMOTIVE EQUIPMENT	17,386	71,656		18,566	69,145	(2,511)	-3.50%
54060	OFFICE FURNITURE	190	1,500		929	800	(700)	-46.67%
	SUBTOTAL	17,576	73,156	0	19,495	69,945	(3,211)	-4.39%
IMPROVEMENTS								
55010	TOWN AID ROADS-IMPROVED	304,884	320,698		20,914	317,277	(3,421)	-1.07%
	SUBTOTAL	304,884	320,698	0	20,914	317,277	(3,421)	-1.07%
DEPARTMENT TOTAL		4,367,737	4,709,654	0	2,019,629	4,709,563	(91)	0.00%

PUBLIC WORKS
FISCAL YEAR 2023 BUDGET

Town of Waterford

Opening Statement

Building new is easy, to maintain is difficult, but not impossible

The focus for Public Works is to maintain our roads, our Fleet and Mobile Equipment, manage the collection and disposal of solid waste and equally important focusing on

- Achieving a high level of customer service
- Excellent information management
- Compliance with enviromental operating permits
- Ability to respond to emergency management incidents

The four Divisions of Public Works are:

Administration
Briefly, the division manages and accounts for our assets, manages personnel, prepares the Captial Improvement Plan, plans for emergency management and diaster mitigation and incorporates sustainable practices into public works practices.

Highway Operations (…it is not just the asphalt…)
It is important for the residents to have well-maintained roads to ensure that traffic flows as smoothly and safely as possible. In order to accomplish this, the Department mixes in-house with contracted work to provide a cost effective delivery of services.

Solid Waste
The collection and transportation of waste and recyclables to disposal sites and the operaton of the Transfer Station and the closed landfill all fall under this division.

Equipment Maintenance
This division's skilled mechanics perform services and reparis from the simple $125 weed wacker to the $390,000 automated collection truck.

Budget Function

The budget is what is required to maintain the infrastructure. It is an operations budget with little flexibility. The Department is obliged to pay bills for water, waste disposal, environmental permitting and repairs. The roads must get plowed, diseased trees removed and our drainage systems kept clear.

New this year:

- You will see this year a change in the Public Works budget format in the personnel area. The number of personnel has not increased, it is just how we account for where our personnel are tasked to work. Previous budgets lumped all personnel wages, FCIA, etc. under 51520 Highway operations. It did not separate out the personnel needed for the collection routes (5 Drivers) or for the operation of the transfer station (3 Maintainers). This year, Refuse Collection and Maintenance 51530 will not only identity all the effort for collection, it will include the effort for the curbside collection of bulky waste and leaves by assigning a personnel cost to this effort.
- The services that the Southeastern Connecticut Regional Resources Recovery Authority (SCRRRA or the Authority) provides to its members will remain the same for FY 23. The one service fee charged by the Authority, the tipping fee for municipal solid waste (garbage) will increase by $1.25/ton from $58 to $59.25/ton, the first increase since 2004. The fee to handle the recyclables will continue to be absorbed by the Authority. All other services are provided at no cost to the Town.
- This year the accepted road network increased by 1,600 linear feet. The Town last accepted roads into our network in 2011. Sea View Terrace and Kathryn Court will be added to our snow removal, waste collection and sweeping routes. Impact to the maintenance effort will be minimal as these are new roads.
- We clean out catch basins by using the services of a contractor who supplies the employees and equipment. We have moved this effort to 52030 Professional Fees to better reflect the process. Previously it was under 52510 Rental of Equipment.

New Equipment:

- $9,272 for a vehicle air conditioning service unit that supports the newest refrigerant (R-1234YF) that is found in all 2019 to present vehicles in the Town's fleet.
- $820 for a new set of 60" forks for H1. Currently that machine has a pair of 48" forks, but limits the machine's ability to adequately load and unload vehicles.
- $12,041 for the department to purchase a zero turn mower. This would allow the department to maintain the grounds here at the complex and to assist in roadside mowing of certain areas in town.
- $12,000 for Production Equipment Co., to extend the maintenance shop's overhead bridge crane. Per the building print, the bridge crane is listed as a 40' X 40' overhead bridge crane, only allowing 28' X 32' of usage. This impacts our ability to fully utilize the entire space for bay 1 $ 2. Many of our tasks require use of the crane in which creates tying up bay 1 & 2 for extended periods of time creating backups. Extending the bridge crane would increase our working abilities to 38' X 32'.

Replacements:

- Cart replacements run in cycles and we are in the middle of one. The older carts after years of being grabbed and squeezed are failing. We run the carts to failure instead of a planned replacement. Typically, the Department had budgeted for 300 recycling and garbage carts to be purchased each year. That would cover some being sold to new residents or residents who need additional carts and the remainder to replace carts that were damaged by the "grabber". The grabber must tightly hold the cart has it is lifted and turned upside down. Years of the squeeze and sunlight causes the walls of the cart to become bridle and crack. These carts are replaced at no charge. We are experiencing an uptick in cart replacements due to the age. The carts were first placed into the system 25 years ago. These initial carts are beyond the end of their service life. Currently we have over 8,430 recycling and 11,570 garbage carts in the system. While we make repairs to lids and wheels, when the body breaks, we must replace the entire cart.

Stressors on the Budget:

- Facilities Department has placed an additional burden on the resources in the Public Works Department. Back office operations such as work orders, invoices, contracts and projects were transferred to Public Works without additional office support.
- Prices for products and services are not stable. Projecting costs that cover the next 12 months is difficult.
- Environmental permitting with its 14 permits in 5 major areas require reporting and inspections. We will not be compliant with the General Permit for Stormwater (MS4) by July 1, 2022. It is estimated that to finish the work would be in the neighborhood of $110,000. The budget request will only support ½ of that amount. It is unknown how the DEEP will react to Town not meeting the deadline, but it is anticipated that Towns that have made a good faith effort will not be actively pursued.
- Capital Improvement Program with its backlog of approved funded projects and the need of staff to project manage the contracts.
- The last two years we have grossly under budgeted the vehicle repair line. Years of vehicle replacement deferments on key public works equipment is driving the repair costs up. The pieces of equipment that this affects most are the large pieces used in waste collection, trucks used for snow removal and street sweeping. The increase in cost of repair parts also has affected this line item.
- Issues that can't be resolved with simple actions are becoming the norm. The easy issues has been completed. Civil engineering services are often needed to solve these concerns generated by the citizens.
- Over the next several years, the tree work will far exceed our current resources. Contracting out this service when there is a high demand from the private sector is not an option during this time period.
- Street lighting – Now that we are out of the warranty period, repairs now must be budgeted. This includes the cost of Eversource to disconnect/connect the fixture to their power lines.

Utilities: (Street Lights, Traffic Signals)
The Finance Department has entered into a 5 year fixed price for the purchase of electricity. Our current rate was $.0781/kwh. The new rate is $.0919/kwh, a 16% increase. This is for generation only. Transmission rate (Eversource) will be set in early 2022, so any impact to the budget is unknown.

Waste:

Solid Waste/Recyclables: The Public Works Department provides the containers and collection services. The tipping fees increased 2.1%.

FY2023 BUDGET

PERSONNEL COSTS

The personnel costs are based on actual costs, from current contracts, see attached Personnel Worksheet, pages 6-8

51110	**Administration**	**$ 338,287**
51130	**Engineering**	**$ 5,558**
51210	**Clerical/Technical**	**$ 150,880**
51510	**Equipment Maintenance**	**$ 363,810**
51520	**Highway Maintenance**	**$ 871,476**
51530	**Refuse Collection & Maintenance**	**$ 453,622**
51540	**Snow Removal (Overtime)**	**$ 56,000**
51810	**Overtime Based on 3-yr average**	**$ 52,000**
51910	**Fringe Benefits**	**$ 12,525**
51920	**FICA** This is calculated on the attached Personnel Worksheet	**$ 176,263**

DEPARTMENT PERSONNEL TOTAL = $ 2,480,366

TOWN OF WATERFORD
PERSONNEL WORKSHEET - PUBLIC WORKS DEPARTMENT
2022/2023

DATE OF HIRE	POSITION	HOURS WORKED/ WEEK	HOURLY RATE	SALARY 2021/2022	SALARY 2022/2023	LONGEVITY	TOTAL EMPLOYEE SALARY	LINE 51920 PAYROLL TAXES (F.IC.A)
51110 - ADMINISTRATION								
11/4/2019	Director	40	N/A	$117,097	$119,732		$119,732	$9,159
4/22/2013	Assistant Director	40	N/A	$108,587	$111,030	$1,110	$112,140	$8,579
8/1/1983	General Foreman	40	N/A	$101,783	$104,073	$2,342	$106,415	$8,141
Sub Totals							**$338,287**	**$25,879**
51130 - ENGINEERING								
	WUC STAFF AS NEEDED	130	42.75/avg	$5,558	$5,558		$5,558	$425
Sub Totals							**$5,558**	**$425**
51210 - CLERICAL								
8/27/2001	Office Coordinator	35	34.2234	$62,787	$62,287	$500	$62,787	$4,803
11/16/1998	Clerk Typist III	35	26.8149	$49,303	$48,803	$500	$49,303	$3,772
3/9/2020	Clerk Typist III	35	21.0102 / 22.0607	$36,986	$38,790		$38,790	$2,967
Sub Totals							**$150,880**	**$11,542**
51510 EQUIPMENT MAINT								
9/12/2011	Lead Mechanic	40	39.6485 / 41.6310	$82,190	$84,055	$250	$84,305	$6,449
8/10/1993	Mechanic	40	37.7605	$79,142	$78,542	$600	$79,142	$6,054
10/24/2011	Mechanic	40	37.7605	$78,792	$78,542	$250	$78,792	$6,028
1/30/2012	Mechanic	40	32.6190 / 34.2499	$67,290	$68,696	$250	$68,946	$5,274
3/15/2021	Assistant Mechanic	40	24.3407/25.5578	$50,629	$52,625		$52,625	$4,026
Sub Totals							**$363,810**	**$27,831**
51520 HIGHWAY								
7/1/1998	Highway Maintainer IV	40	34.2499	$72,263	$71,240	$500	$71,740	$5,488
3/20/2006	Highway Maintainer IV	40	34.2499	$72,113	$71,240	$350	$71,590	$5,477
3/20/2006	Highway Maintainer IV	40	34.2499	$72,113	$71,240	$350	$71,590	$5,477
2/1/2016	Highway Maintainer III	40	25.5578	$65,217	$53,160		$53,160	$4,067
12/14/1998	Highway Maintainer III	40	31.0656	$65,117	$64,617	$500	$65,117	$4,981
11/13/2006	Highway Maintainer III	40	31.0656	$64,967	$64,617	$350	$64,967	$4,970
11/13/2006	Highway Maintainer III	40	31.0656	$64,967	$64,617	$350	$64,967	$4,970
6/11/2007	Highway Maintainer III	40	31.0656	$64,967	$64,617	$350	$64,967	$4,970

2/3/2014	Highway Maintainer III	40	29.5864 / 31.0656	$61,145	$62,723		$62,723	$4,798
4/23/2012	Highway Maintainer III	40	29.5864 / 31-0656	$60,381	$61,658	$250	$61,908	$4,736
8/17/2020	Highway Maintainer II	40	23.1817	$46,717	$48,218		$48,218	$3,689
6/17/2019	Highway Maintainer II	40	24.3407	$48,311	$50,629		$50,629	$3,873
9/8/2020	Highway Maintainer II	40	23.1817	$46,584	$48,217		$48,217	$3,689
vacancy	Highway Maintainer II	40	22.0777	$48,218	$45,922		$45,922	$3,513
vacancy	Highway Maintainer II	40	22.0777	$46,584	$45,922		$45,922	$3,513
4/6/1998	Toolkeeper	40	31.0656	$65,117	$64,617	$500	$65,117	$4,981
9/29/1989	Traffic Control Device Tech	40	32.619	$68,447	$67,847	$600	$68,447	$5,236
	Seasonal Staff (2)	800	16.44		$13,152		$13,152	$1,006
Sub Totals							**$1,025,201**	**$78,428**
	15% will be moved to Sanitation line to ver time off						$871,476	
51530 SANITATION								
10/1/1990	Refuse Truck Driver	40	31.0656	$65,217	$64,617	$600	$65,217	$4,989
10/21/2019	Refuse Truck Driver	40	24.3407 / 25.5578	$65,217	$50,872		$50,872	$3,892
9/23/2002	Refuse Truck Driver	40	31.0656	$64,967	$64,617	$350	$64,967	$4,970
2/24/2014	Recycling Route Operator	40	28.1774	$56,600	$57,697		$57,697	$4,414
8/11/2014	Recycling Route Operator	40	28.1774 / 29.5864	$56,956	$61,089		$61,089	$4,673
Sub Totals							**$299,842**	**$22,938**
	15% will be added to the Sanitation line to cover time off						$453,622	
51540 - SNOW OVERTIME							**$56,000**	**$4,284**
51810 - OVERTIME							**$52,000**	**$3,978**
51910 - FRINGE BENEFITS							**$12,525**	**$958**
51920 - FICA								**$176,263.00**
TOTALS - DEPARTMENT - Including FICA							**$2,480,366.00**	

TOWN OF WATERFORD
FRINGE BENEFIT WORKSHEET / PUBLIC WORKS
2022-2023 FISCAL YEAR

POSITION	CLOTHING / SHOE ALLOWANCE	HRA FUNDING	LINE 51910 TOTAL FRINGE BENEFITS	LINE 51920 PAYROLL TAXES (F.IC.A)
Director	75		75.00	5.74
Assistant Director	75		75.00	5.74
General Foreman	75		75.00	5.74
Senior Mechanic	700.00		700.00	53.55
Mechanic	700.00		700.00	53.55
Mechanic	700.00		700.00	53.55
Mechanic	700.00		700.00	53.55
Assistant Mechanic	700.00		700.00	53.55
Highway Maintainer IV	400.00		400.00	30.60
Highway Maintainer IV	400.00		400.00	30.60
Highway Maintainer IV	400.00		400.00	30.60
Highway Maintainer III	400.00		400.00	30.60
Highway Maintainer III	400.00		400.00	30.60
Highway Maintainer III	400.00		400.00	30.60
Highway Maintainer III	400.00		400.00	30.60
Highway Maintainer III	400.00		400.00	30.60
Highway Maintainer III	400.00		400.00	30.60
Highway Maintainer III	400.00		400.00	30.60
Highway Maintainer II	400.00		400.00	30.60
Highway Maintainer II	400.00		400.00	30.60
Highway Maintainer II	400.00		400.00	30.60
Highway Maintainer II	400.00		400.00	30.60
Highway Maintainer II	400.00		400.00	30.60
Toolkeeper	400.00		400.00	30.60
Traffic Control Device Tech	400.00		400.00	30.60
Refuse Truck Driver	400.00		400.00	30.60
Refuse Truck Driver	400.00		400.00	30.60
Refuse Truck Driver	400.00		400.00	30.60
Recycling Route Operator	400.00		400.00	30.60
Recycling Route Operator	400.00		400.00	30.60
TOTAL - FRINGE BENEFITS	**12,525.00**	**0.00**	**12,525.00**	**958.17**

NOTE
This amount should be added to the amount of FICA calculated on your salary worksheet

52020 Postage:

The postage requirements of Public Works have typically been for daily correspondence, mailing of equipment bid packages and bid correspondence and confirmation of Bulky Waste appointments. We also mail notices of projects to all residents adjacent to a construction site. This allows for greater awareness of project schedules and potential impacts to residents.

FY17	$381
FY18	$552
FY19	$378
FY20	$389
FY21	$314

5 year average $402

FY 23 Request $400

52030 Professional Fees:

This appropriation as requested is to provide professional support to the Public Works function. In all projects, certain specific technical review is required to be provided from this appropriation as follows:

We are requesting a **$1,000** appropriation for appraisals of easements. These have not been called for often in recent years, but this request is to budget for the possible expense that may be incurred. Also, as we continue to investigate and locate our stormwater system, older locations may require the Town to secure a drainage easement. **$ 1,000**

Employment Physicals & Random Drug/Alcohol testing- New employees and seasonal employees are provided a physical prior to starting work with the Town. Random drug and alcohol testing is performed on a quarterly basis for employees that hold a Commercial Drivers License (CDL). (Federal Requirement) $ **5,800**

Engineering/Architectural Fees and general on-call services - The Town has in place several on-call consultants that departments use for multiple services. **$ 40,000**

Catch Basin Cleaning: For several years, we have been supplementing our catch basin cleaning with a contractor supplied crew and rental vacuum truck. This has proven to be an invaluable and effective method in meeting the MS4 permit requirements. There are approximately 3200 catch basins, of which, 3,000 are under this mandate. The plan is to contract the cleaning of approximately 1,000 catch basins each year. Violation of the General permit may result in penalties of up to $25,000 per violation, per day. In FY22 the cost per basin increased to $23.00/each. **$23,000**

MS4 Permit Compliance – Since 2004, the Town has been in compliance with general permit for Municipal Separate Storm Sewer Systems (MS4). We have cleaned out basins, swept streets, and have completed yearly storm water quality testing of discharge points. As part of the 2004 permit, we had inspected and mapped the majority of the stormwater system, which consists of miles of pipe, catch basins, and hydrodynamic separators, conducted employee training on best management practices for maintenance operations and held quarterly stormwater committee meetings to review compliance to the permit. The Town now falls under the new general permit (effective July 2017) with expanded requirements.

The MS4 General permit mandates the Town to develop, implement and enforce best management practices (BMP's) for the six Minimum Control Measures. BMP's are defined for each Minimum Control Measure. For the six minimum control measures, the Town has identified 38 BMP's. One of the largest impacts is that the permit requires the Town to implement a screening and monitoring program for all outfalls that discharge to impaired waters as defined in the most recent Connecticut Integrated Water Quality Report. The Town must also meet certain criteria for discharges to impaired waters, or waters which nitrogen, phosphorus, bacteria or mercury are Stormwater Pollutants of Concern, or waters which have pollution load reductions specified within the Total Maximum Daily Load(TMDL is the water quality implementation plan established pursuant to Section 303 of the Clean Water Act). There are now requirements for any new discharges to both impaired and high quality waters.

The Town will continue with the services of a consultant, Barton & Loguidice, to assist the Town in remaining compliant with the MS4 General Permit. Although Town staff will perform tasks whenever possible, many of the activities are technical or time sensitive.

Activities associated with mandated requirements in general are:

- Water Quality Sampling
- Review of Waterford's Stormwater Management Plan for compliance with the new General Permit
- Ongoing inspections of catch basins and stormwater facilities
- Complete mapping of 15" diameter piping or less of the storm drainage system

MS4 IMPLEMENTATION COSTS
TOWN OF WATERFORD, CONNECTICUT
PREPARED BY
BARTON & LOGUIDICE, LLC
November 24, 2021

SECTION	TASK	Yr 6 FY 2022-23
All	MS4 Program Progress Tracking	$2,500
All	Meetings	$8,000
All	Stormwater Management Plan Review	$1,800
All	Stormwater Website Review	$1,500
All	DPW Implementation Assistance	$4,000
6(a)(3)	Written IDDE Program **[COMPLETE]**	$0
6(a)(3)(B)(i)	Legal Authority to Eliminate Illicit Discharges **[COMPLETE]**	$0
6(a)(3)(C)	List and Maps of All MS4 Outfalls in Priority Areas (incl. interconnections)	$2,000
6(a)(3)(D)	Address IDDE in Areas with Pollutants of Concern	$2,000
6(a)(4)(A)(i)	Update Land Use Regs/Legal Authority **[SUBSTANTIALLY COMPLETE]**	$400
6(a)(5)(A)(i)	New Development or Redevelopment Legal Authority **[SUBSTANTIALLY COMPLETE]**	$400
6(a)(5)(B)	Runoff Reduction/Low Impact Development ("LID") Measures **[SUBSTANTIALLY COMPLETE**	$400
6(a)(5)(C)	Calculate DCIA Contributing to Each MS4 Outfall (sub-basin) **[SUBSTANTIALLY COMPLETE]**	$500
6(a)(5)(D)	Long-Term Maintenance Plan for Town-Owned Stormwater Structures	$2,500
6(a)(6)(A)	Annual MS4 Training	$1,400
6(a)(6)(B)(i)(a)	Infrastructure Repair and Rehab Program	$3,000
6(a)(6)(B)(ii)(a)	DCIA Disconnection Tracking	$1,000
6(a)(6)(B)(ii)(b)	Develop Plan to Retrofit/Disconnect DCIA	$5,000
6(a)(6)(B)(ii)(c)	DCIA Retrofit Projects	$5,000
6(a)(6)(C)	MS4 Property & Operations Maintenance Program (incl. annual field audits)	$3,000
6(a)(6)(D)(ii)(a)	Inspection of Catch Basins Outside Priority Areas **[DPW TO COMPLETE]**	$0
6(a)(6)(F)	Coordination with MS4 Interconnections	$1,000
6(a)(6)(G)	Establish Program to Control Other Sources of Pollutants	$1,500
6(a)(6)(H)	Evaluate Additional Measures for Dischargers to Impaired Waters	$3,500
6(i)(1)	Impaired Waters Wet Weather Outfall Sampling & Reporting	$2,500
6(i)(1)(D)(iii)	Prioritized Outfall Monitoring (6 outfalls annually)	$2,300
6(i)(1)(E)(i)	Inventory and Mapping of Discharges to Impaired Waters	$1,500
6(j)(2)	Annual Report	$2,750
App B - (A)(4)(b)	SSO Inventory (list and mapping)	$1,000
App B - (A)(6)	Complete Detailed MS4 Infrastructure Mapping (Catchment Delineations)	$20,000
App B - (A)(7)(c)	Illicit Discharge Assessments and Priority Rankings	$1,500
App B - (A)(7)(d)	Dry Weather Outfall Screening in High and Low Priority Areas	$3,500
App B - (A)(8)(b)	Catchment Investigations	$20,000
App B - (A)(9)	Record Keeping System for IDDE Tracking	$2,750
	Total	**$108,200**

Environmental Compliance:
In addition to the MS4 permit, the Department is responsible for numerous environmental permits and regulatory obligations.

General Permits for the Discharge of Stormwater Associated with the Industrial Activity Permits (2), one at the Municipal Complex and another at the closed Miner Lane Landfill. In order for the Town to be in compliance with the regulations put forth by the DEEP, the following is required:

Miner Lane Landfill		
Water Quality Monitoring – Fall	$ 3,100	
Water Quality Monitoring – Spring	$ 4,400	
Post Closure Annual Report	$ 1,800	
Two Semi-Annual Samples	$ 1,350	
Two Quarterly Visual Assessments	$ 500	
Two Semi-Annual CSCE's	$ 1,700	
	$12,850	
Municipal Complex		
Four Quarterly Visual Assessments	$1,000	
Two Semi-Annual CSCE's	$1,700	
	$2,700	
Total		$15,550

Transfer Station General Permit

Update plan for permit to operate	$1,500
On-Call Requested Services Budget	$2,000

Summary of Professional Fees:

Appraisals	$ 1,000
Employment Physicals & Random Drug Testing	5,800
Engineering/Architectural Fees	40,000
Catch Basin Cleaning	23,000
DEEP MS4 Compliance	108,200
Environmental Compliance	15,550
Transfer Station General Permit	1,500
On-Call Services	2,000
	$ 197,050

FY17	$60,454
FY18	$33,231
FY19	$98,657
FY20	$99,858
FY21	$89,784

5 year average $76,397

FY 23 Request $ 113,000

52040 Service Contracts and Building Repairs:

Service contracts are maintained for specific services which are specialized, infrequent and cannot be performed by staff. These contracts or services are listed below.

Traffic Signal Service – The Town has the responsibility of maintenance for the signals at the intersections of Cross Road with Parkway North and South, as well as recently added the light at the Millstone Nuclear Power Station. Periodically the signals malfunction and a service call has to be made to the repair company by the Police Department Dispatch Center. **$10,000**

The Town of Waterford invested in new streetlights over the past 2 fiscal years. Those lights will need maintenance for upkeep and repairs. **$10,000**

Office and Maintenance Equipment (leased and maintenance agreements) Public Works leases our photo copier, through a contract set up by the Purchasing Agent. It is a three year lease that was new in FY20. The cost is approximately $163.00 a month, plus a charge for extra copies. The time clock also has yearly charges. The Vehicle Maintenance tank leases are for bottled industrial gases. **$3,025**

Annual Services – There are 3 oil/water separators that need to be cleaned out annually. The scale also must be inspected yearly to meet requirements set forth by the State. **$12,000**

Life Safety / Safety – Each truck has a fire extinguisher and inspections, maintenance and repairs is needed yearly. Mandated inspection of the mobile and stationary lift equipment. **$3,000**

Monthly Service – The department pays for phones for 5 staff members. This charge includes the charges for 3 I-Pads that the departments uses in the field. This also covers the cost of the cable connection at the municipal complex. **$5,000**

On-Call Service Fixed Equipment - Based on previous discussions, the Board of Education will continue to perform emergency work, The "Building Maintenance Budget" is now under the Public Works Department. Each Department will keep a portion of Building Service costs within their budget. This is not for equipment permanently affixed to the building. (i.e. hot water heater in the wash bay) **$15,000**

Our requests for Service Contracts & Repairs are as follows:

	Cost/year
Traffic Signals	$ 10,000
Street Light Repairs	$ 10,000
Leased Office and Maintenance Equipment	$ 3,025
Annual Services	$ 12,000
Life Safety / Safety	$ 3,000
Monthly Service	$ 5,000
On-Call Service Fixed Equipment	$ 15,000
Building Repairs	$ 7,500
	$ 65,525

The five year average for this line item is as follows:

FY17	$56,611
FY18	$57,595
FY19	$64,464
FY20	$64,103
FY21	$59,993

5 year average $60,553

FY 23 Request $ 65,000

52050 Association Dues & Conferences:

Dues and Professional Fees:

NICET Cert. Ass't. Director		$ 185
Training/Certs.for Ass't. Director (ACI, NETTCP)		1,800
American Public Works Assoc.(APWA)		205
CT.Assoc.Street & Hwy.Officials	(CASHO)	50
Tree Warden Assoc.		60
		$ 2,300

Conferences / Training Seminars:

APWA/CASHO/Tree Wardens Conferences &
Staff Attendance to conferences, Equipment Shows & Safety training

This item includes professional licenses, training, conferences and association membership fees. All workshops and training selected for office and operational personnel are related to job functions and are intended to introduce new concepts in equipment, procedures and policies that Public Works operations can provide more effectively. Workshops for the staff are provided through the Connecticut Transportation Institute Technology Transfer Center (T2), American Public Works Association (APWA) and CIRMA. Also, we receive training through the Human Resources Department, as they have purchased training modules to share with the crews. Some of the training that our Department has completed is on a separate sheet.

FY17	$1,333
FY18	$2,583
FY19	$1,952
FY20	$ 435
FY21	$2,983

5 yr. average $1,857

FY 23 Request $ 2,000

52060 Printing

The Town printing staff has been able to accommodate most of the Public Works printing requirements, at a reduced rate. The cost for the printing of the recycling calendars is .07 cents per color copy. Also, occasionally we have to go to an outside vendor for printing.

FY17	$131
FY18	$78
FY19	$57
FY20	$94
FY21	$50

5 yr. average $82

FY 23 Request $ 100

52070 Reimbursable Town Expenses:

Includes unexpected out-of-pocket expenses and is estimated at $50.

FY 23 Request $ 50

52400 Meal Allowances:

Meals are provided for all Local #1303 members required to work for emergencies such as snow removal. Expenditures are dependent upon the severity of the winter and the number of emergency responses.

FY17	$2,481
FY18	$3,595
FY19	$1,730
FY20	$1,343
FY21	$2,352

5 Year average $2,300 **FY 23 Request $2,300**

52410 Street Tree Maintenance:

The Town of Waterford has approximately 8,200 street trees along its 120 miles of roadways. At times there is a need to hire a Contractor to perform some of the trimming or tree removals. This is mostly due to excessive tree size, trees too close to structures or electrical lines. Eversource has assisted in the past with many removals, particularly around the power lines. This request is made for an appropriation for pest control and outside tree services, when required.

. The average of the last three years is:

FY17	$1,182
FY18	$ 412
FY19	$ 396
FY20	$ 180
FY21	$ 558

5 year average $546 **FY23 Request $5,500**

52450 Site Work:

This appropriation is requested for site improvements at the Municipal Complex such as miscellaneous landscaping or site related improvements.

FY17	$ 28
FY18	$1,600
FY19	$1,500
FY20	$ 530
FY21	$ 113

5 year average $754 **FY 23 Request $800**

52460 Street Lighting:

This line item provides for all non-metered street lighting and Town owned traffic signals in Waterford. The Town purchased the streetlights from Eversource and converted them to LED fixtures. The result was a substantial annual savings for the Town.

Additionally, the town is responsible for the power to traffic signals at intersection with Town and State roads. There are twenty-nine traffic signals. In most cases, the Town pays only the electrical usage and the State of Connecticut performs maintenance on them. Any signals at State road intersections are paid by the State and any private entrances to State or Town roads such as Stop & Shop and the Regal Cinema are paid by the abutting property owner.

FY17	$ 294,737
FY18	$ 287,346
FY19	$ 234,576
FY20	$ 101,391
FY21	$ 83,329

5 year average $ 200,275* **FY 23 Request $ 95,500**
*includes years prior to LED lights
Expecting 16% Increase in electricity for streetlights & traffic signals

52470 Solid Waste Disposal:

This Line Item is divided into two primary categories, services supported through a Municial Services Agreement with the Southeastern Connecticut Regional Resources Recovery Authority (SCRRRA or the Authority) which the Town is a member of, and Town supported services. Both have costs and in some cases revenues associated with them. Waste generation tonnages may fluctuate significantly, making expenditures and revenues difficult to project.

The Schedule of Fees for the Transfer Station were last revised in November 2011. The Department is using this fee schedule for the estimate of revenues.

<u>A.</u> <u>Municipal Solid Waste</u>
The Town brings all municipal solid waste to the Waste to Energy Facility located in Lisbon, CT in accordance with the Municipal Services Agreement with the Authority signed in October of 2019. The tipping fee or cost per ton has been established by the Authority at $59.25/Ton for FY 23.

Listed below are the tonnages of record for the last five fiscal years.

FY	Curbside Collection Tons	Commercial Tons	Total Tons
17	6,591	5,089	11,680
18	7,285	4,426	11,711
19	7,326	5,267	12,593
20	7,510	4,745	12,255
21	7,776	4,834	12,610

5 year average tons 12,170

The proposed budget is for 12,750 tons @ $59.25/ton: **$ 755,438**

B. Single Stream Recycling

Our Single Stream Recycling Program continues to be a success. During FY21 we collected 1,658 tons of recyclables curbside. Due to market changes, the Town will no longer see revenues from recyclables. That agreement expired in November 2019. The Authority has taken on this issue by including the disposal of recyclable material in the Municipal Service Agreement. The Authority for FY23 will be assuming the disposal cost for each of its member towns. It is unknown at this time whether the Authority, starting in FY 24, can continue with subsidizing this disposal in the outlying years.

We continue to operate a recycling compactor at the Bulky Waste Transfer Station and transport the recyclables collected on our routes to Willimantic Waste for processing.

Currently the compactor is rented from Willimantic Waste for $400/month. The contract is renewed in July and it is unknown if an increase will be proposed by Willimantic at this time. **$ 4,800**

C. Bulky Waste (Transfer Station and Curbside Collection)

- Transfer Station: The Bulky Waste Transfer Station is located at the Municipal Complex. This facility serves only the Town of Waterford residents and businesses. A fee of $110/ton is charged for the disposal of the bulky waste.

  This resulted in a revenue of $79,720 for FY 21.

  We have a three year contract with a vendor to remove 1,000 tons of bulky waste a year at $100/ton. This contract also includes a price per pull (estimated at 67 pulls in one fiscal year) @ $415/each. This contract is up June 30, 2022 and is expected to increase. **$ 128,000**

- Curbside Collection: We provide curbside bulky waste pickup and charge per the approved Fee Schedule.

  This resulted in a revenue of $6,070 in FY21.

D. Bulky Steel & Freon Removal

Bulky Steel such as appliances, bicycles, siding, etc. are accepted at the Transfer Station. The value of scrap steel fluctuates greatly. Prior to processing appliance, all Freon refrigerants must be removed from the

refrigerator, dehumidifies, air conditioners, etc. and certified. SCRRRA includes Freon removal as part of services provided by the Authority to the member Towns at no cost.
We received approximately $48,622 in revenues from scrap steel. Our 3 year contract is in place with the Town receiving 71% of the auto bodies export price published in the New York American Metal market (1st issue of the month) but not less than $120/ton. This contract is also up June 30, 2022 and the market for metal is very unsteady.

E. Yard Waste (Brush and Leaves)

Leaves in biodegradable paper bags or loose may be deposited at the Transfer Station. Brush is also accepted. The Authority grinds the brush, at no cost to the Town. This allows the Town to provide the wood mulch for free to our residents. As the Authority provides this service to its 11 member town, at times, when a large quantity of debris accumulates, it is removed from the site to reduce the risk of fire. We will need to dispose of any large, new accumulations. Leaves are transported by the Department to an out of town location.

Revenues: We collected $13,300 for brush at the Transfer Station during FY21 and another $600 for curbside collection of brush totaling $13,900.

The appropriation requested for disposal is **$2,500**

F. Roll-Out Trash & Recycling Containers (Carts)

These 96 gallon units are the roll out containers that the residents put their trash and recyclables in for their curbside pickup. We stock approximately 350 roll out containers as replacements and for new residents. Each household is able to have up to 3 blue & 3 green containers. The cost to the residents are $50 each and the Town delivers to the homeowner, if needed. We also stock parts to repair the carts, when possible. The original carts are beginning to break and the Town is having to replace these more often than ever before.

The revenue from FY21 for these containers was $9,880.

The appropriation requested is **$ 60,000**

G. Street Sweepings / Catch Basin Cleaning

The MS4 Stormwater permit requires monitoring and cleaning all catch basins and sweeping all streets once per year. We are responsible for 3200 catch basins and 240 lane miles of roads. This results in the disposal of approximately 375 tons of waste from the sweeping of roads and cleaning of catch basins.

The estimated cost of disposal is $50/load x 500 loads = ***$25,000***

H. Other costs associated with the operation of the Transfer Station

These are related to the scale used for weighing vehicles in and out of the facility and the DEEP Permit to operate a Transfer Station. Those are:

DEEP Permit Annual Fee	$ 800
Annual Scale Calibration	$1,375
State scale registration fee	$ 250
Weigh Master Licenses for staff	$ 350
	$ 2,775

In summary, the appropriation requested for Solid Waste Disposal is as follows:

ITEM	L.I.	COSTS	FY-21 REVENUES
MSW (Tipping Fees)	42007	$ 755,438	$ 329,218
Single Stream Recycling	44212	$ 4,800	$
Bulky Waste (Transfer Station)	42005	$ 128,000	$ 107,939
Bulky Waste (Curbside Pickup)	42003		$ 6,070
Bulky Steel (Scrap Metal)	44204		$ 48,622
Yard Waste/Brush	44213	$ 2,500	$ 13,300
Roll Out Containers & replacement parts	44209	$ 60,000	$ 9,880
Street Sweeping & Catch Basin Cleaning	44206	$ 25,000	
Scale Expenses/DEEP operating Permit		$ 2,775	
TOTAL		$ 978,513	$ 515,029
APPROPRIATION		$ 978,513	

FY17	$854,303
FY18	$807,371
FY19	$841,915
FY20	$852,829
FY21	$876,159

5 year average $846,515 **FY 23 Request** **$ 875,000**

52475 Recycling Program

The Town purchases promotional items to inform and motivate residents to recycle.

FY17	$0
FY18	$250
FY19	$250
FY20	$300
FY21	$0

5 year average $160 **FY 23 Request** **$ 150**

52510 Rental of Equipment:

There is at times the need to rent Public Works equipment such as paving machine for some larger road patching, or a rental unit to replace a large piece of equipment if it is down for an extended period of time for repairs.

FY17	$22,224
FY18	$20,119
FY19	$19,990
FY20	$20,465
FY21	$24,765

5 year Average $21,513 **FY 23 Request $ 5,000**

52531 Landfill Cap Maintenance

This line item includes all cost involving the closed, capped Waterford Landfill. The landfill (18 acres) has been officially closed since December 31, 2001. The DEEP permit requires the landfill to be maintained and monitored for 30 years after closure.

Landfill Well Monitoring – involves a monitoring program for testing, monitoring wells, domestic wells and surface water sites.

Currently, monitoring is performed twice a year, in November and May. The monitoring program consists of groundwater and surface water monitoring, plus the collection and sampling of the water supply well at the nearby pig farm. Decomposition gas monitoring is also required, at the two on-site gas ports. VOC testing is required during the May monitoring event. DEEP requires that a semi-annual report for each monitoring event be submitted, and also the submittal of an annual report in February.

$12,500

Landfill Mowing – The closure Permit requires the landfill be mowed twice a year to prevent large vegetation growth and trees. The current bid for this work is $ 4,650 per mowing, and this mowing is done twice a year. **$ 9,300**

Landfill Maintenance There is a need for calcium chloride for dust control and bank run gravel for the approved processing pad and roadway access maintenance to a portion of the top of the closed landfill where we will continue to process brush and general yard waste. An allocation of $2,000 is requested for these items. **$2,000**

Summary	Landfill Monitoring	$ 12,500
	Landfill Mowing	9,300
	Landfill Maintenance	2,000
		$ 23,800

FY17	$16,308
FY18	$23,232
FY19	$20,159
FY20	$21,800
FY21	$19,450

5 year Average $20,190 **FY 23 Request** **$ 21,000**

MATERIALS & SUPPLIES

53010 Office Supplies:

This includes all office supplies not purchased by the Purchasing Agent, which are particular to departmental operations. These items include printing cartridges, diaries and other supplies.

FY17 $436
FY18 $156
FY19 $332
FY20 $484
FY21 $303

5 year average $342 **FY 23 Request $ 325**

53030 Operational Supplies:

This line includes operational and custodial supplies. Operational supplies required are hand tools, rain gear, safety equipment, chains, tarpaulins, paint, wiping rags, gloves, etc. used by highway maintenance personnel. Supplies include paper goods, trash bags, etc. as materials required for maintaining the Public Works Complex in an orderly manner. Equipment Maintenance supplies include specialized tools, safety gear, cleaners, oxygen, acetylene, the organic herbicide and welding accessories. Refuse Collection & Disposal supplies include gloves, wiping rags and other personal protective equipment.

FY17 $ 18,488
FY18 $ 15,800
FY19 $ 18,032
FY20 $ 16,408
FY21 $ 18,965

5 year average $17,539 **FY 23 Request $18,000**

53050 Engineering Equipment and Supplies:

This appropriation provides all expendable supplies used in the field by the staff, such as wooden stakes, paint, survey tape, etc. Also engineering equipment, engineering references, supplies such as plotting cartridges, paper and other appurtenances for software programs specific to engineering applications are purchased from this line item.

FY17 $375
FY18 $403
FY19 $373
FY20 $116
FY21 $200

5 year average $293 **FY 23 Request $ 300**

53070 Automotive Repairs:

Includes all parts and sublet services required to maintain approximately 190 pieces of equipment and vehicles. Public Works is required to pay to maintain the DPW fleet, as well as the administration vehicles. The repairs that are done for other town departments require DPW to perform the repairs, but the invoices for those parts are sent to the respective department to pay for them. The 5 mechanics performed 1,378 repairs in FY19.

FY17	$ 115,022
FY18	$ 166,456
FY19	$ 166,025
FY20	$ 140,371
FY21	$ 194,378

5 year average $ 156,450

The 5 year average doesn't take into account the added repairs costs of deferring vehicle replacements nor pricing increases, thus, we are using projected end of FY22 as the basis for the FY 23 request.

FY 23 Request $201,000

53090 Fuels and Lubricants:

This includes gasoline, diesel fuel, oils, grease and anti-freeze used on all Public Works equipment. Quantities shown below are the average usage for calendar years FY17 through FY21.

	FY17	FY18	FY19	FY 20	FY21
Unleaded (gal)	4,690	4,730	4,701	5,077	6,064
Diesel (gal)	62,486	66,646	64,462	59,995	62,516

5 year gallon averages
Unleaded – 5,052
Diesel – 63,221

Unleaded Fuel	5,052	**@2.38/gallon**	=	$ 12,024
Diesel	63,221	**@2.47/gallon**	=	$156,156
Lubricants, DEF & Antifreeze			=	$ 50,000
		Total		$218,180

FY17	$116,975
FY18	$137,222
FY19	$200,564
FY20	$132,996
FY21	$116,293

5 year average $140,810

Due to pricing fluctuations, we are using 5 year averages for product used instead of costs.

FY 23 Request $ 200,000

53100 Tires:

This appropriation is established for purchases of new tires, recaps and tubes. These prices are typically found in the State bid for new tires.

FY17	$ 28.602
FY 18	$ 37,652
FY 19	$ 39,037
FY 20	$ 36,833
FY21	$ 30,253

5 year average $ 34,475 **FY 23 Request** **$ 35,000**

53250 Traffic Control Materials:

All traffic control and street name signs are purchased, installed and inventoried by Public Works staff, in consultation with the Police Department. Currently we maintain 1944 Regulatory signs, 642 Warning signs, 12 Directional signs and 715 Street Name signs. Street sign sizes, lettering and symbols and reflectivity have been upgraded per the Federal Highway Administration (FHWA), as described in the Manual of Uniform Control Devices (MUTCD).

We maintain 521 Stop Bars, 44 Crosswalks, 4 Rail Road Crossing, 66 Turn Lane Arrows, and 30 Lane Dividers throughout the Town, using material purchased from this account.

All lane markings (center and edge markings) are contracted on an in-place basis. Water based centerlines are being replaced with epoxy paint on newly rehabilitated roads. Epoxy lasts approximately 5 years, while water based paint is replaced annually.

FY17	$ 36,797
FY18	$ 30,572
FY19	$ 34,972
FY20	$ 33,858
FY21	$ 23,307

5 year average $ 31,901 **FY 23 Request** **$ 25,000**

53300 Highway Materials:

All materials utilized for highway maintenance, snow & ice control and small drainage projects are purchased from this line item as required to supplement State Town Aid appropriations presented in line item 10130-55010. Highway Maintenance includes:

- Guide rail repairs
- Repairs to the storm drainage system consisting of outfalls, pipe and catch basins.
- Crack seal, patching and surface treatments of asphalt surfaces

- Street Trees

FY17	$ 292,776
FY18	$ 146,738
FY19	$ 206,386
FY20	$ 261,720
FY21	$ 140,648

5 year average	$ 209,654	**FY 23 Request**	**$ 176,500**

EQUIPMENT

54050 Automotive Equipment:

The fleet is replaced through the Fleet Management Program funded individually outside the Public Works budget. Funds are necessary, however, for non-rolling stock items.

Non Rolling Stock: Many smaller or specialized pieces of motorized equipment not registered to be on the road also must be considered, such as chain saws, pumps, tampers and attachments which are essential to this department's operation. It also includes equipment for the Equipment Maintenance Division. The requests for non-rolling stock are broken down by divisions below.

Highway Division

H-9 Repurposing	$6,000
GEM Grapple Bucket	$21,514

Equipment Maintenance Division

Mechanics Tool Allowance
A tool allowance in the amount of $500 per mechanic as recommended by the Fleet Utilization Plan

5 Mechanics @ $500/each	$ 2,500
Air Conditioning Service Unit	$9,272
New Set of Forks 60"	$ 820
Zero Turn Mower	$12,041
Production Equipment	$12,000
Tool repair, Replacement line (misc.)	$5,000

Total Highway Division =	$ 27,514
Total Equipment Maintenance Division =	$ 41,631
	$ 69,145

FY17	$12,486
FY18	$ 5,891
FY19	$22,194
FY20	$23,963
FY21	$17,386

5 year average $16,384 **FY23 Request: $69,145**

54020 Office Equipment:

Public Works needs to purchase 2 new cash registers to replace existing ones. One to be used in the office, the other at the Transfer Station trailer. The cost for cash registers are approximately $400/each. **FY23 Request: $ 800**

TOWN AID

55010 Town Aid - Improved Roads:

Town Aid funds are provided through a State of Connecticut allocation system to all municipalities for maintenance of Town roads. The 2021/2022 allocation to Waterford is estimated to be $317,277. We typically use these funds for salt and roadway maintenance.

The total allocation requested is **$ 317,277**

TOWN OF WATERFORD
GENERAL FUND
2022-2023 PROPOSED BUDGET

DEPT/AGENCY: 10130 PUBLIC WORKS

LINE ITEM	DESCRIPTION	2020/2021 ACTUAL EXPENDED	2021/2022 RTM APPROP.	2022/2023 DEPT/ AGENCY REQUEST	Department Request $ Increase	Department Request % Increaxe
PERSONNEL COSTS						
51110	ADMINISTRATION	323,954	320,501	338,287	17,786	5.55%
51130	ENGINEERING	669	5,558	5,558	0	0.00%
51210	CLERICAL/TECHNICAL	140,465	149,076	150,880	1,804	1.21%
51510	EQUIPMENT MAINTENANCE	268,826	358,379	363,810	5,431	1.52%
51520	HIGHWAY MAINTENANCE	812,243	1,038,247	871,476	(166,771)	-16.06%
51530	REFUSE COLLECTION & MAINT.	434,885	309,828	453,567	143,739	46.39%
51540	SNOW REMOVAL	76,057	70,000	56,000	(14,000)	-20.00%
51810	OVERTIME	61,473	52,000	52,000	0	0.00%
51910	FRINGE BENEFITS	10,580	12,355	12,525	170	1.38%
51920	FICA	151,923	177,171	176,263	(908)	-0.51%
	SUBTOTAL	**2,281,075**	**2,493,115**	**2,480,366**	**(12,749)**	**-0.51%**
SERVICES						
52020	POSTAGE	314	440	400	(40)	-9.09%
52030	PROFESSIONAL FEES	92,388	90,000	113,000	23,000	25.56%
52040	SERVICE CONT & REPAIRS	60,556	60,000	65,000	5,000	8.33%
52050	DUES, CONF. & EDUCATION	2,983	1,657	2,000	343	20.70%
52060	PRINTING	50	100	100	0	0.00%
52070	REIMBURSABLE EXPENSE	40	50	50	0	0.00%
52400	MEAL ALLOWANCE	2,371	2,223	2,300	77	3.46%
52410	STREET TREE MAINTENANCE	557	330	5,550	5,220	1581.82%
52450	SITE WORK	28	1,210	800	(410)	-33.88%
52460	STREET LIGHTING	82,478	110,000	95,500	(14,500)	-13.18%
52470	SOLID WASTE DISPOSAL	876,159	870,000	875,000	5,000	0.57%
52475	RECYCLING PROGRAM		250	150	(100)	-40.00%
52500	OPTIONS & RIGHTS OF WAY		1,000	0	(1,000)	-100.00%
52510	RENTAL OF EQUIPMENT	24,765	24,000	5,000	(19,000)	-79.17%
52531	LANDFILL CAP MAINTENANCE	19,450	23,800	21,000	(2,800)	-11.76%
	SUBTOTAL	**1,239,851**	**1,185,060**	**1,185,850**	**790**	**0.07%**
MATERIALS & SUPPLIES						
53010	OFFICE SUPPLIES	503	325	325	0	0.00%
53030	OPERATIONAL SUPPLIES	18,965	17,000	18,000	1,000	5.88%
53050	ENGINEER EQUIP & SUPPLIES	4	300	300	0	0.00%
53070	AUTOMOTIVE REPAIRS	194,378	150,000	201,000	51,000	34.00%
53090	FUELS & LUBRICANTS	116,293	180,000	200,000	20,000	11.11%
53100	TIRES	30,253	35,000	35,000	0	0.00%

53250	TRAFFIC CONTROL MATERIALS	23,307	30,000	25,000	(5,000)	-16.67%
53300	HIGHWAY MATERIALS	140,648	225,000	176,500	(48,500)	-21.56%
	SUBTOTAL	**524,351**	**637,625**	**656,125**	**18,500**	**2.90%**
EQUIPMENT						
54050	AUTOMOTIVE EQUIPMENT	17,386	71,656	69,145	(2,511)	-3.50%
54060	OFFICE FURNITURE	190	1,500	800	(700)	-46.67%
	SUBTOTAL	**17,576**	**73,156**	**69,945**	**(3,211)**	**-4.39%**
IMPROVEMENTS						
55010	TOWN AID ROADS-IMPROVED	304,884	320,698	317,277	(3,421)	-1.07%
	SUBTOTAL	**304,884**	**320,698**	**317,277**	**(3,421)**	**-1.07%**
DEPARTMENT TOTAL		**4,367,737**	**4,709,654**	**4,709,563**	**(91)**	**0.00%**

PROPOSED REVENUE BY DEPARTMENT
GENERAL FUND
2022-2023 FISCAL YEAR

All revenues from each department must be listed in the following categories. Please add any revenue lines that are not listed below.

DEPARTMENT: Public Works

LINE ITEM	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 YTD	2022-2023 PROPOSED	VARIANCE
Bulky Waste Fees (42003,42005)	94,363	114,009	53,054	**105,000**	**51,946**
Interest/Lien Fees (40301)	111	456	65	**50**	**(15)**
Rentals (42023)	59,140	59,390	25,941	**0**	**(25,941)**
Sale of Recyclables (44204,,44212)	39,649	48,621	17,354	**45,000**	**27,646**
Tipping Fees (42007)	267,846	329,218	79,128	**300,000**	**220,872**
Versa Kart/Blue Box Purchases (44209)	5,370	9,880	5,620	**10,000**	**4,380**
Curbside Brush Pickup (44213)	700	600	380	**600**	**220**
Town Aid (44252)	317,588	317,276	158,216	**317,277**	**159,061**
Excavation Permits (41052)	1,820	2,580	3,960	**2,000**	**(1,960)**
					0
					0
TOTALS	**786,587**	**882,030**	**343,718**	**779,927**	**436,209**

The Board of Selectmen voted on 11/15/11 to make the following adjustment to the Transfer Station Fees effective July 1, 2012. Fees will be in effect all of FY 23.

IV. FEE SCHEDULE

A. The Board of Selectmen shall adopt a fee schedule, which will be effective for a minimum of one year from date of adoption unless circumstances warrant interim review.

B. SCHEDULE OF FEES

1. The Transfer Station **DOES NOT** Accept:
   1. Regular household trash, bottles & cans. These items are collected curbside during our normal weekly curbside collection.
   2. Household Hazardous Waste - Collection sites are provided Spring through Fall. Check newspapers or call Public Works for details.
   3. Grass Clippings: Compost or mulch on lawn.
   4. Rubble, stone, concrete, asphalt, dirt, stumps, rocks.

2. **COLLECTOR LICENSE FEE** - Annual — $25 per truck

3. **TIRES**

Passenger Tires	$ 2/ea
Truck Tires 7:50 x 16 & up	$ 5/ea
Earth Moving Equipment Tires	$50/ea

4. **STUMPS**

Tree Stump (small) < 8”	No Longer Accepted
Tree Stump (large) > 8”	No Longer Accepted

5. **LOGS** — $110/Ton

6. **BRUSH**

Pickup Truck	$ 5/load
Small Dump Truck/Small Dump Trailer(1-2 axle)	$10/load
Large Dump Truck	$15/load

Automobiles - Covered by passenger

Load sizes for fee purposes are:

Pickup Truck	1 CY
Small Dump Truck/Small Dump Trailer (1-2 axle)	3 CY
Large Dump Truck	6 CY

Attendant will use judgment in setting fees for odd-size loads.

7. **DEMOLITION/CONSTRUCTION DEBRIS**

Demolition Debris/Shingles — ***$110/Ton***

$5.00 minimum Charge

8. **APPLIANCES**

Refrigerators, Freezers, Air Conditioners, Dehumidifiers — $15/ea

9. **OVERSIZED MSW (Curbside Pick Up Only)**

Sofas, Stuffed Chairs, Mattresses	$10/ea
Box springs, Carpets	

10. **ROLL OUT REFUSE CONTAINERS**

96 Gallon	$50
Rental	$10/month
Additional Containers 96 gallon	$50

11. **RECYCLING CONTAINERS**

Additional Containers	$8.00

Refuse Tipping Fee $62/Ton for Municipal Solid Waste
Delivered to SCRRRA in Preston by Contractors

Bulky Waste Curbside Collection

Call 444-5864 for information on how to get an appointment
$20/appt. for regular residential units. Plus applicable fees as shown above.

Brush Curbside Collection
Call 860-444-5864 for information on how to get an appointment
$20/appt. for regular residential units

Accounts over 30 days past due will accrue interest at 1.5% per month.

Accounts with a balance over 90 days will be suspended and access to the Facility will be denied until the balance is paid in full.

C. All fees shall be due and payable upon invoicing or may be paid immediately upon usage. Anyone with a balance due over sixty (60) days will be denied access to the disposal facility.

D. No charge will be made for:

1. Demolition material from a structure burned as Fire Department training
2. Used Motor Oil
3. Anti-freeze
4. Leaves (no plastic bags or grass clippings)
5. Batteries
6. Propane Tanks
7. Metal
8. Fluorescent Bulbs
9. Electronics Recycling

Computers; monitors, TV, Fax Machines, adding machines, printers, scanners, Stereos, speakers

E. Mixed loads of metal and oversized MSW shall be charged at the rate of *$110/Ton*

10130-52050 – Dues, Conferences & Education

CASHO –Yearly Membership
APWA – Yearly Membership
Tree Wardens Assoc – Yearly Membership
Assistant Director – Continuing Certifications (allows him to inspect State projects for the Town)
Some of these are every other year certifications or every third year

<u>Annual Requirements for DPW Personnel:</u>

- Confined Space
- Lockout/Tag out
- Blood borne Pathogens
- Hazmat
- Protective Personnel Equipment

Bucket Truck / Forklift Certification – Every 3 years
Flagger Certifications – Every 4 years
DEEP - Class A & Class B certifications for Fuel Storage – Every 2 years (4 employees)

<u>Other Classes taken by DPW Staff:</u>
ATSSA Traffic Safety Signs
Principals of Drainage
Managing Effective Teams
Mechanics Seminars for changing automotive techniques – 2 classes a year / 5 Mechanics
Transfer Station Volume Operator – DEEP required
Snow Plow Safety
Defensive Driving
Leadership & Management Skills
Microsoft Excel
Sexual Harassment Prevention Procedure
Commercial Brake System
Air System Brake
ABS Brake Training
AED Training

TOWN OF WATERFORD
PROPOSED REVENUE BY DEPARTMENT
GENERAL FUND
2022-2023 FISCAL YEAR

All revenues from each department must be listed in the following categories. Please add any revenue lines *that are not listed below.*

DEPARTMENT: Building Maintenance

LINE ITEM	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 YTD	2022-2023 PROPOSED	VARIANCE
Waterford Board of Education					**0**
Shared Use of Town Hall	71,671	71,671	63,836.61	**$67,794.69**	**3,958.08**
					0
					0
					0
					0
					0
TOTALS	**71,671**	**71,671**	**63,837**	**67,795**	**3,958**