



ENGINEERING & PUBLIC SERVICES



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TO: **Sewer Commission**  
Ed Reidman  
Joe Marden  
Kevin Price

FROM: Katherine Kelley, Wastewater Division Manager

DATE: March 4, 2021

SUBJECT: FY2022 Wastewater Division Proposed Budget

The 2022 Fiscal Year Municipal Sewer Budget has been prepared and is ready for review and approval by the Westbrook Sewer Commission. Approval will be sought for an increase of the sewer rate January of 2022, as discussed in previous years, by \$0.40 bringing the rate to \$5.00 monthly with \$7.73 per HCF. This increase is anticipated to be our last as a means to offset the increased debt services projected by the Portland Water District due to capital improvement projects such as a new aeration system for the Wastewater Treatment Plant. Supporting documentation can be found attached to this cover letter. In addition to the sewer budget, the 2022 vendor list is included.

If you have any questions or would like additional information, please feel free to call or email.

Thank you for your consideration.

Katherine S. Kelley  
Wastewater Division Manager

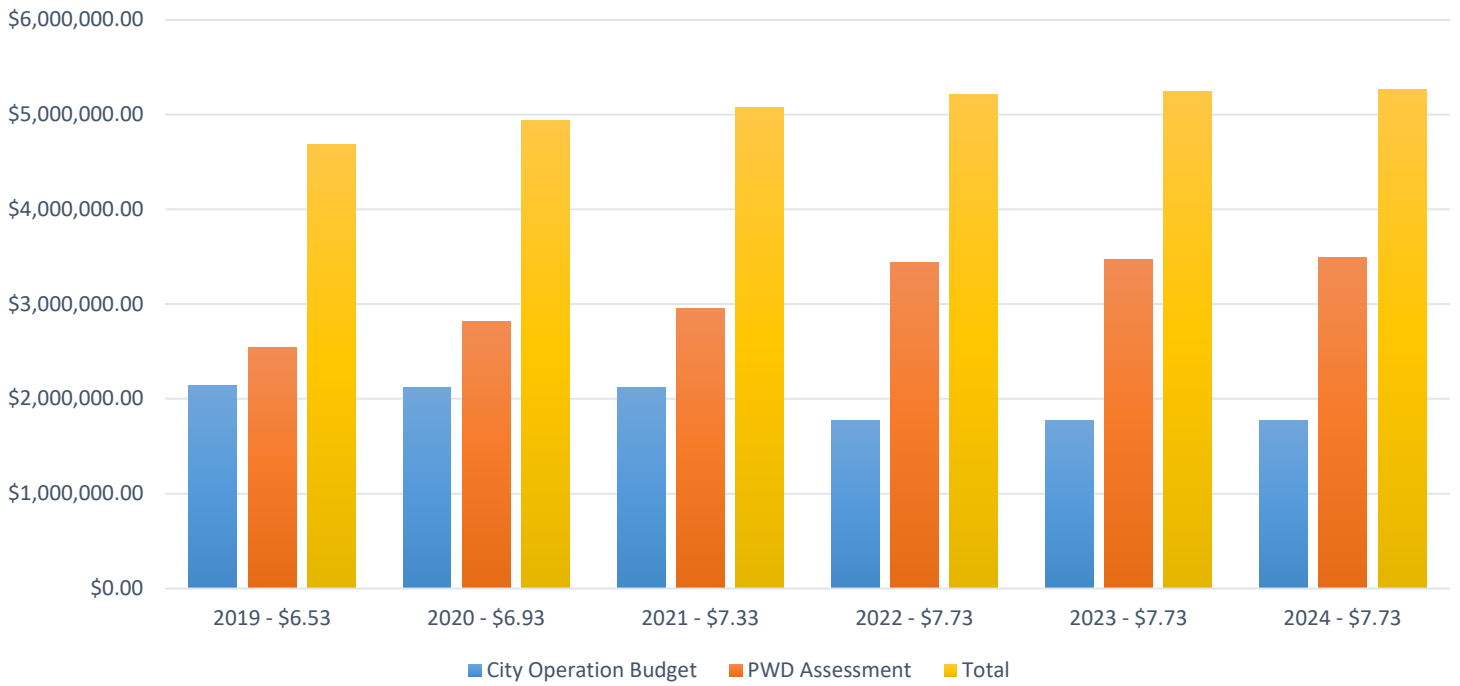
City of Westbrook

Sewer Fund

Budget Comparisons CY19, YTD CY20, & FY21

Account Description	Account Numbers 80003250	CY19 Budgeted	CY19 Actuals	-/+	CY20 Budgeted	CY20 YTD		FY22 Budgeted	% Bud Inc. CY20/FY22
						July 13, 2020	-/+		
Sewer Assessments	41200	(4,603,294)	(4,579,069)	24,225	(4,867,994)	(2,146,602)	2,721,392	(5,265,045)	145.3%
Interest/Penalties onTax	41900		(433)	(433)	-	(402)	(402)	(500)	0.0%
Investment Earnings	46000	(50,000)	(73,594)	(23,594)	(65,000)	(38,447)	26,553	(6,000)	-84.4%
Transfer from Sewer Fund Balance			-	-	-	-	-		0.0%
<b>Total Revenue</b>		<b>(4,653,294)</b>	<b>(4,653,097)</b>	<b>197</b>	<b>(4,932,994)</b>	<b>(2,185,451)</b>	<b>2,747,543</b>	<b>(5,271,545)</b>	<b>141.2%</b>
<b>Expenses:</b>									
Salaries - Regular	51100	363,236	321,907	41,329	369,572	191,159	178,413	395,249	6.9%
Salaries - Overtime	51300	22,500	25,473	(2,973)	23,175	11,819	11,356	24,143	4.2%
Cash In	51600	-	-	-	-	-	-	-	0.0%
Other Employee Benefits	52900	145,112	128,387	16,725	149,487	-	149,487	147,468	-1.4%
Uniforms	52901	5,400	4,423	977	5,400	2,260	3,140	5,500	1.9%
Medical Exams/Physicals	52902	1,000	1,394	(394)	2,000	392	1,608	2,000	0.0%
Training	53300	6,000	1,784	4,216	3,000	2,449	551	5,000	66.7%
Architect & Engineering	53420	75,000	62,609	12,391	50,000	94	49,906	57,500	15.0%
Prof Services - IT/Technology	53520	500	-	500	500	-	500	500	0.0%
GIS Project	53617	50,000	48,839	1,161	50,000	26,128	23,872	57,000	14.0%
Portland Water Assessment	53622	2,539,800	2,539,800	-	2,820,768	1,645,448	1,175,320	3,196,094	13.3%
Utility/Water & Sewer	54105	3,000	2,506	494	3,000	889	2,111	3,000	0.0%
Maint Building & Grounds	54312	8,000	17,201	(9,201)	8,000	6,079	1,921	19,850	148.1%
Tech Consult Maint	54330	5,000	1,053	3,947	4,000	-	4,000	-	-100.0%
Maint - Small Equip	54390	3,500	5,010	(1,510)	3,500	598	2,902	8,500	142.9%
Equipment & Vehicle Lease	54420	15,790	700	15,090	15,790	-	15,790	15,790	0.0%
Tel - Push Talk	55320	6,000	9,253	(3,253)	9,000	4,343	4,657	13,000	44.4%
General Supplies	56000	4,000	3,280	720	4,000	2,576	1,424	6,000	50.0%
Chemical Supplies	56044	-	-	-	-	-	-	-	0.0%
Natural Gas	56210	10,000	2,759	7,241	5,000	1,302	3,698	10,000	100.0%
Electricity	56220	50,000	46,244	3,756	47,000	25,212	21,788	47,000	0.0%
Fuel, Gas	56260	5,000	4,319	681	5,000	2,456	2,544	5,000	0.0%
Fuel, Diesel	56261	4,000	3,239	761	4,000	1,529	2,471	4,000	0.0%
Auto Parts	56700	7,000	2,129	4,871	5,000	694	4,306	6,500	30.0%
Vehicles, New	57320	-	-	-	-	-	-	-	0.0%
Furniture/Fixtures	57330	1,000	-	1,000	1,000	-	1,000	1,000	0.0%
Hardware/SCADA	57340	10,000	1,896	8,104	50,000	23,222	26,778	40,000	-20.0%
Small Equipment	57390	30,000	32,370	(2,370)	30,000	10,201	19,800	30,000	0.0%
Reline Work - Sewer Rehab.	57400	70,000	60,499	9,501	125,000	46,002	78,998	386,000	208.8%
Dues & Memberships	58100	400	35	365	400	205	195	400	0.0%
Debt Service -Principal & Interest	58310	1,025,064	-	1,025,064	1,003,504	-	1,003,504	348,429	-65.3%
Sludge Disposal	58981	4,000	2,875	1,125	4,000	100	3,900	4,500	12.5%
Inspection - TV	58982	20,000	18,116	1,884	23,000	4,701	18,299	30,000	30.4%
Casting/Brick/Pipe	58983	20,000	18,944	1,056	40,000	954	39,046	55,000	37.5%
NPDES	59000	50,000	44,248	5,752	50,000	29,129	20,871	50,000	0.0%
Transfer to Capital Project Fund	59400	92,992	-	92,992	18,898	-	18,898	297,122	1472.2%
<b>Total Expenses</b>		<b>4,653,294</b>	<b>3,411,293</b>	<b>1,242,001</b>	<b>4,932,994</b>	<b>2,039,939</b>	<b>2,893,055</b>	<b>5,271,545</b>	<b>158.4%</b>
<b>Total Sewer Surplus / (Deficit)</b>		<b>-</b>	<b>1,241,803</b>	<b>1,241,803</b>	<b>-</b>	<b>145,512</b>	<b>145,512</b>	<b>0</b>	

### Revenue & Assessment Projections



Calendar Year	2019	2020	2021	2022	2023	2024
Monthly	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00
Per 100 CF	\$6.53	\$6.93	\$7.33	\$7.73	\$7.73	\$7.73
# of Bills	4701	4701	4701	4701	4701	4701
Monthly Consumption	661751	661751	661751	661751	661751	661751
Increase in Rate	\$0.40	\$0.40	\$0.40	\$0.40	\$0.00	\$0.00
Projected Revenue	\$4,603,294.03	\$4,867,994.43	\$5,132,694.83	\$5,397,395.23	\$5,397,395.23	\$5,397,395.23

#### Assessment Projections (Graph)

Calendar Year	2019 - \$6.53	2020 - \$6.93	2021 - \$7.33	2022 - \$7.73	2023 - \$7.73	2024 - \$7.73
City Operation Budget	\$2,142,201.11	\$2,122,226.00	\$2,122,226.00	\$1,771,829.00	\$1,771,829.00	\$1,771,829.00
PWD Assessment	\$2,539,800.00	\$2,820,768.00	\$2,951,910.00	\$3,440,278.00	\$3,468,697.00	\$3,499,603.00
<b>Total</b>	\$4,682,001.11	\$4,942,994.00	\$5,074,136.00	\$5,212,107.00	\$5,240,526.00	\$5,271,432.00
<b>Difference</b>	-\$78,707.08	-\$74,999.57	\$58,558.83	\$185,288.23	\$156,869.23	\$125,963.23

#### FY2022 Projected Totals

Account #	Acct. Description	FY2022
80003250 41200	Sewer Assessments	\$5,265,045.03
80003250 53622	PWD Assessments	\$5,143,121.50

**SEWER DEPT 2022 BUDGET**  
**"VENDOR LIST"**  
Wastewater Division Vendors

<b>80003250 52901</b>		<b>Uniforms</b>		<b>\$5,500.00</b>
Cintas Corporation				

<b>80003250 53420</b>		<b>Engineering</b>		<b>\$57,500.00</b>
Gorrill-Palmer	Sebago Technics	St. Germain-Collins	RW Gillespie & Assoc.	
Lloyds Register Americas Inc	Stantec	SW Cole Engineering	Wright-Pierce	

<b>80003250 53617</b>		<b>GIS Projects</b>		<b>\$57,000.00</b>
Cartographic Associates Inc				

<b>80003250 54105</b>		<b>Utility/Water &amp; Sewer</b>		<b>\$3,000.00</b>
Portland Water District				

<b>80003250 54312</b>		<b>Maintenance - Building &amp; Grounds</b>		<b>\$19,850.00</b>
Carbtrol Corporation	Glidden Paving	K & S Doors	PowerProducts	Supplyworks
Corey Electric	Handyman Services	Lowe's	PTI Paving	Stultz Electric
EJ Prescott	Home Depot	Overhead Door	Shaw Brothers	Supplyworks
G & E Roofing	Honeywell	Patriot Mechanical	Stevens Electric	WW Grainger Inc

<b>80003250 54390</b>		<b>Maint. - Small Equipment</b>		<b>\$8,500.00</b>
Aubuchon Hardware	Hayes Pump	MB Tractor Equipment	Sportsman's Hardware	
Cummins Northeast	Home Depot	MSA Gas Meters	Stultz Electric	
CN Wood	Honeywell	Patriot Mechanical	Stevens Electric & Pump	
Fastenal	Jack Young Co.	Pine Tree Environmental		
Gorman Rupp Pump	K & S Doors	Portland North Truck Center		
Hall Implement	Lowe's Companies Inc	Southworth Milton		

<b>80003250 54420</b>		<b>Equipment &amp; Vehicle Lease</b>		<b>\$15,790.00</b>
Androscoggin Bank	MSA Gas Meters	Rowe Ford		
CN Wood	Portland North Truck Center	Stultz Electric		

<b>80003250 55320</b>		<b>Telephone - Push Talk</b>		<b>\$13,000.00</b>
AT&T Mobility II LLC	Corey Electric	Verizon Wireless Services		
Consolidated Communications	Otelco Telecommunications			

<b>80003250 56000</b>		<b>General Supplies</b>		<b>\$6,000.00</b>
Adobe Acropro	Horizon Solutions LLC	WB Mason Co Inc	Walsh Printing & Graphics	
DTL Inc	Lowe's Companies Inc	WW Grainger Inc		

<b>80003250 56210</b>		<b>Natural Gas</b>		<b>\$10,000.00</b>
Unitil Service Corporation				
Suburan Propane				

<b>80003250 56220</b>		<b>Electricity</b>		<b>\$47,000.00</b>
Central Maine Power				
Corey Electric				

<b>80003250 56700</b>		<b>Vehicle Supplies/Auto Parts</b>		<b>\$6,500.00</b>
Adams & Fogg	Eastern Electric	Jack Young Co.	Nortrax	Weirs Motor Sales, Inc.
Adams Emergency Vehicles	Genuine Parts Company (NAPA)	Jordan Equipment	O'Connor GMC	Westbrook Service Center
Advance Auto Parts	Gorham Tractor	KL Jack & Co	Portland North Truck	Wingfoot Commercial Tire
AEC Control System	Greg Buckley/MSA Meters	Lee Dodge	Roberts Auto Body	Yerxa's
Aqua Solutions Inc	Hayes Pump	McFarland Spring	Rowe Ford	Vactor
Atlantic Broom Service, Inc.	Hews Co.	Messer Truck Equipment	Stevens Electrical	CN Wood
Corey Electric	Howard P. Fairfield, Inc.	Morrison & Sylvester Inc	Stultz Electric	
Cummins Northeast, Inc.	Hydraulic Hose & Assembly	Northland Holder, Inc.	Tenco	

<b>80003250 57340</b>		<b>Computers/SCADA Maintenance</b>		<b>\$40,000.00</b>
AT&T Mobility II LLC	Maine Security			
Electrical Controls of Maine	Unified Communications (TPX)			
ESRI	Verizon Wireless Services			

<b>80003250 57390</b>		<b>Small Equipment</b>		<b>\$30,000.00</b>
CN Wood	Everett J Prescott Inc	Home Depot	Nortrax	Stultz Electric
Cummins Northeast	Faulkner Welding	Horizon Solutions LLC	Overhead Door	SupplyWorks
DTL Inc (Sportsman)	Genuine Parts Company	K & S Doors	Portland North	Vactor Corp
Eastern Electric	Greg Buckley/MSA Meters	K L Jack & Co	Pine Enviornmental Services	Tenco
Ed Willete Jr Inc (Eds Batteries)	Hayes Pump Inc	Lowes	Steven's Electric	WW Grainger Inc

<b>80003250 57400</b>		<b>Sewer Rehab &amp; Repair</b>		<b>\$386,000.00</b>
Advanced Auto Parts	EcoClean	Home Depot	RJ Grondin	Westbrook Service Center
American Concrete	Everett J Prescott Inc	Hydraulic Hose	Rowe Ford	Wright-Pierce
CN Wood	Faulkner Welding & Machine	Les Wilson & Sons	Sebago Technics	WW Grainger Inc
Coastal Road Repair	Gorham Sand & Gravel	Lowes	Shaw Brothers	
Corey Associates	Gorrill-Palmer	Messer Co	Sebago Technics	
Cummins Northeast	Handyman Services	MSA Gas Meters	Stevens Electrical	
DTL Inc (Sportsman)	Hayes Pump Inc	Overhead Door	Tenco	
<b>80003250 58981</b>		<b>Sludge Disposal</b>		<b>\$4,500.00</b>
Pine Tree Waste Inc				
<b>80003250 58982</b>		<b>Sewer Inspection - TV</b>		<b>\$30,000.00</b>
Eco Clean, LLC	Zoom Drain			
Ted Berry Co., Inc				
<b>80003250 58983</b>		<b>Castings, Brick, Pipe</b>		<b>\$55,000.00</b>
American Concrete	DTL Inc (Sportsman)	Glidden Construction	Les Wilson & Sons	Suburban Security
American Highway Products	EJ Prescott	Gorham Sand & Gravel	Pavement Treatments, Inc	Treasurer State of Maine
At Work Flaggers	Ferguson Waterworks	Handyman Rental	Pre-Cast of Maine	Windham Rental
Coastal Road Repair	Flow Assessments	Keenan Excavation	RJ Grondin	
Core & Main LP	Gagne & Son Concrete Blocks	Leavitt Earthworks	Shaw Brothers	
<b>80003250 59000</b>		<b>NPDES</b>		<b>\$50,000.00</b>
Cumberland County Soil & Water Conservation District		Long Creek Watershed Management District Restoration		
Garden State Highway Products Inc		Natures Design Landscaping		