



TOWN OF ROCKPORT

Wastewater Budget -and- Capital Improvement Plan Fiscal Year 2023-2024

Photo Credit: Ryan Gates

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Wastewater Commissioners

Five Members - Three Year Terms

Denise Munder

Chair

2 Harbor View Drive
303-668-7528

Term Expires: June 2024

Eric Boucher

Vice-Chair

400 Park Street
702-241-4274

Term Expires: June 2024

James Annis

Select Board Member

3 Ledgewood Drive
542-7371

Term Expires: June 2025

Kimberly Graffam

Select Board Member

148 Main Street

Term Expires: June 2026

Michael Thompson

Select Board Member

24 Spear Street

Term Expires: June 2026

Town Officials

Town Offices: 236-9648 - 101 Main Street, Rockport

Jonathan R. Duke

Town Manager
236-0806

Michael Young

Public Works Director
236-6245

Megan A. Brackett

Finance Director
230-0180

Scott Bickford

Code Enforcement Officer
236-0989

Contracted Engineering Firm

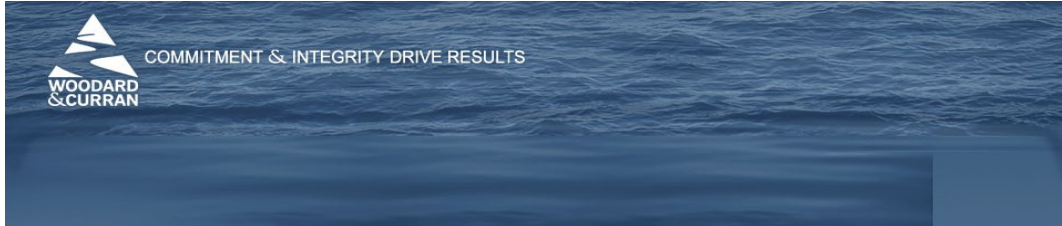
WOODARD & CURRAN

Engineering-Science-Operations

www.woodardcurran.com

Andrew Field

Plant Manager



Wastewater Commissioners

Town Manager

Finance
Director

Public Works
Director

Code
Enforcement
Officer

Woodard
& Curran
(O&M Contract)

Maine Water
Company
(Billing)

Executive Summary

Introduction

The fiscal year 2023-2024 Wastewater budget for the Town of Rockport, Maine is presented to the Wastewater Commissioners at a special meeting in June. The budget establishes the operational goals of the Wastewater department for the upcoming year. The budget is developed based on recommendations of the municipal officials and is reviewed and amended by the Town Manager before presenting the budget to the Wastewater Commissioners for review. Final approval of the budget is granted by the Wastewater Commissioners.

Town Departments - Functions

The Town Manager oversees the operations of the Wastewater facilities, with the assistance of the Finance Director, Public Works Director, Code Enforcement Officer, and the personnel of Woodard & Curran. Woodard & Curran is the engineering company hired by the town to annually maintain the wastewater system.

Administration: The Administration Department provides the necessary funding for the municipal personnel required to provide support to the Wastewater department, as well as minimal office expenses to perform and maintain financial responsibilities. Insurances, billing costs and other miscellaneous expenses also are paid through the Administration budget. Billing for Wastewater charges is provided by the Maine Water Company; financial records are then forwarded to the Finance Director for review and financial records are updated and maintained by the Town. The Finance Director, along with the Town Manager, is responsible for tracking accounts and implementing the lien process whenever necessary, for unpaid sewer fees.

Operations: The Operations budget provides funding for contractual obligations, including funding to hire Woodard & Curran to maintain the Wastewater facilities; funding to pay both Camden and Rockland for use of their Wastewater treatment facilities and payment for the treatment of wastewater from the Samoset. This budget also provides funds for any capital item requirements dealing with building upgrades and/or improvements, as well as equipment needs.

Long-Term Debt/Capital Maintenance: The long-term debt and capital maintenance budget includes the Town's bonded indebtedness for past Wastewater bonded debts. Also included are funds for Rockport's share of Camden's debt for the upgrade to their Treatment Plant. Fees are also collected in anticipation of necessary repairs and/or upgrades to the current system. These fees are classified as "capital maintenance". Woodard & Curran develops a capital improvement plan, which looks at the needs of the system projected for a five period. The system is ageing and requires maintenance. This budget continues with the capital improvement plan and extends the plan out an additional year in keeping with a five year projection for capital improvements.

Demographics

The Town of Rockport, Maine was incorporated in February of 1891. It is located in the Penobscot Bay along the mid-coast of the state. Rockport has a land area of 22.58 square miles and a population of approximately **3,373** (U. S. Census 2010). The Town is empowered by the state to levy a property tax on both real and personal property within its boundaries. The Town of Rockport is a municipal government, non-profit organization.

Rockport's census population indicates that the town grew by 121 from year 2000 to year 2010 (3.8% increase). 1,604 of the population in 2010 consisted of males and 1,726 of the population was made up of females.

In year 2000 the average household size was 2.3. The State of Maine average is 2.4, whereas the US average is 2.61. Rockport's household size estimated for 2009 is 2.61.

The average family size is 3.11; State average family size is 2.82; and the average family size in the US is 3.19.

The median family income in Rockport is \$59,267 (in 2012 - inflation adjusted dollars); the US median family income is \$46,709, both of which are lower that reported for 2009.

The per capita income in Rockport in year 2012 was \$27,141; State per capita income was \$26,824; and the US per capita income was \$28,155. Rockport's per capita income (in 2009 inflation-adjusted dollars) is estimated at \$32,727; US per capital income is estimated at \$27,041.

Owner Occupied Homes in Rockport averaged \$171,900 in value in year 2000; the average owner occupied home in the State was \$170,500; owner occupied homes in the US averaged \$185,200. Estimated median value on owner-occupied homes in 2009 was \$317,908 (in US \$185,400; \$177,500 Maine).

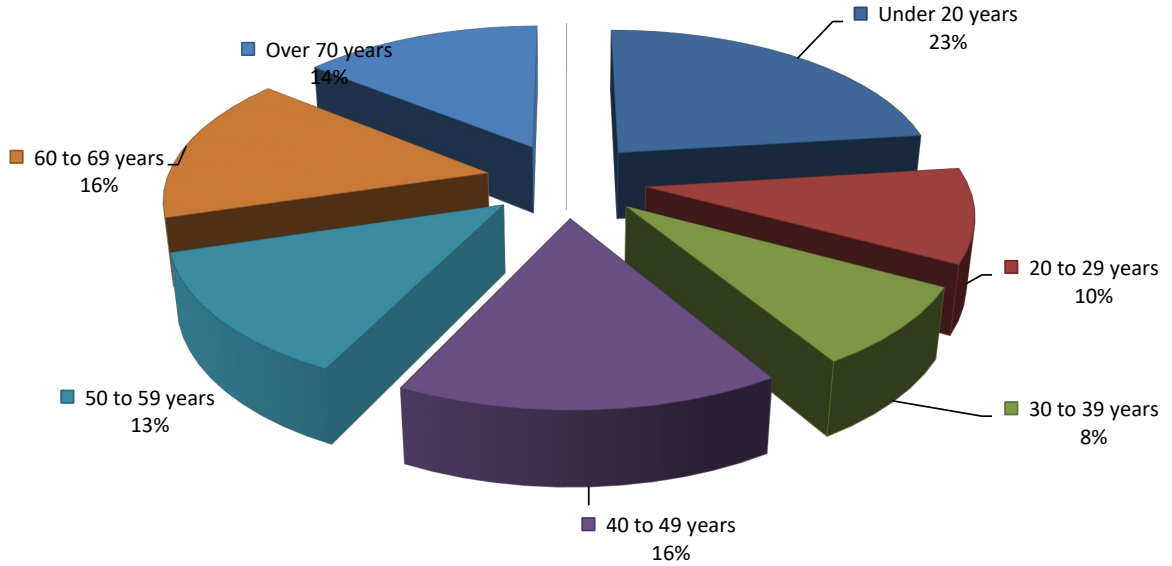
The median age of Rockport residents in 2010 was 48.8. 4.53% of the population was under the age of 5 years; 73.81% was 18 years and over and 2.61% of the population was 85 years and older.

Wastewater Residential Units		Wastewater Commercial Units		
Single units:	586	Single	70	Public Authority: 3
Multi units:	57	Multi	10	
Seasonal Units:	12	Seasonal	2	
TOTAL	655	TOTAL	82	TOTAL CUSTOMER COUNT 740

Following are charts depicting the demographic age and gender breakdowns, as well as the breakdown of household income.

Note: Not all census data available for 2012.

Town of Rockport - Age Analysis



Population dynamics:		
	Number	Percent
Under 20 years	776	22.00%
20 to 29 years	334	6.90%
30 to 39 years	283	7.30%
40 to 49 years	536	11.30%
50 to 59 years	442	15.40%
60 to 69 years	523	19.80%
Over 70 years	479	17.40%
Total	3,373	100.10%

Median Resident Age Estimates
 48.8 Years Rockport
 42.4 Years Maine

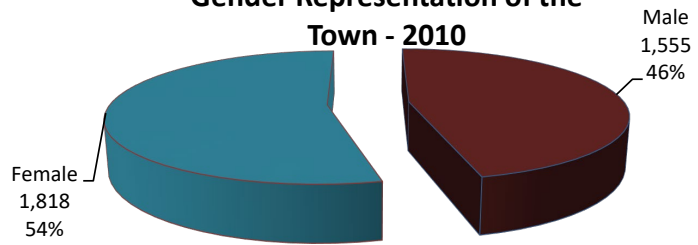
Source: US Census 2012 Estimates

Population 2010 Census:

Male	1,555	46.10%
Female	1,818	53.90%
Total	3,373	100.00%

USCensus

Gender Representation of the Town - 2010



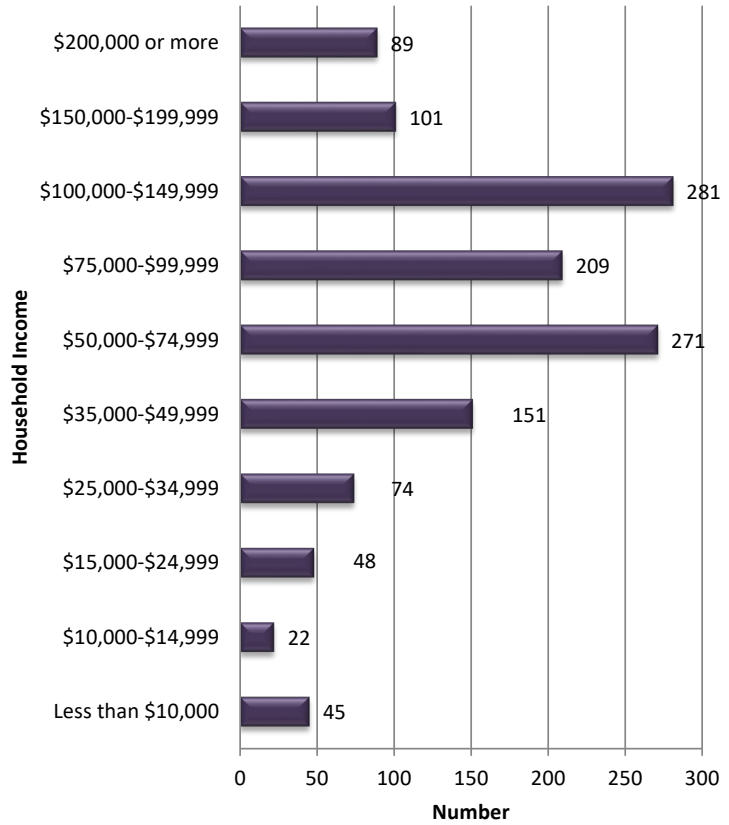
2019 - City-Data.com

Median Household Income: \$59,267 Rockport
Estimated \$46,709 Maine

2019 Household

Income:	Number	Percent
Less than \$10,000	45	3.49%
\$10,000-\$14,999	22	1.70%
\$15,000-\$24,999	48	3.72%
\$25,000-\$34,999	74	5.73%
\$35,000-\$49,999	151	11.70%
\$50,000-\$74,999	271	20.99%
\$75,000-\$99,999	209	16.19%
\$100,000-\$149,999	281	21.77%
\$150,000-\$199,999	101	7.82%
\$200,000 or more	89	6.89%
Total	1,291	100%

Town of Rockport-Household Income 2019



Per Capita Income
 Knox County \$37,698
 Median Household Income
 Knox County \$50,266

*2012 Estimates

Source: City-Data.com

Wastewater Management

Town Government

The Town operates under the Select Board - Town Manager form of municipal government. Policy making and legislative authority are vested in the five member Select Board, which is elected. The Select Board members are elected to serve staggered three-year terms. The Select Board represents the executive branch of the municipal government, of which the Select Board members are the chief executive officers. The duty of the Select Board is to execute the will of the people, to manage Town affairs and to provide leadership and oversight on issues of importance to the Town. The Select Board is charged under the Town Charter to serve as the Wastewater Commissioners and are empowered to perform all duties and functions authorized and established by state statute or municipal ordinance to operate and maintain the wastewater facility and sewer system within the town limits.

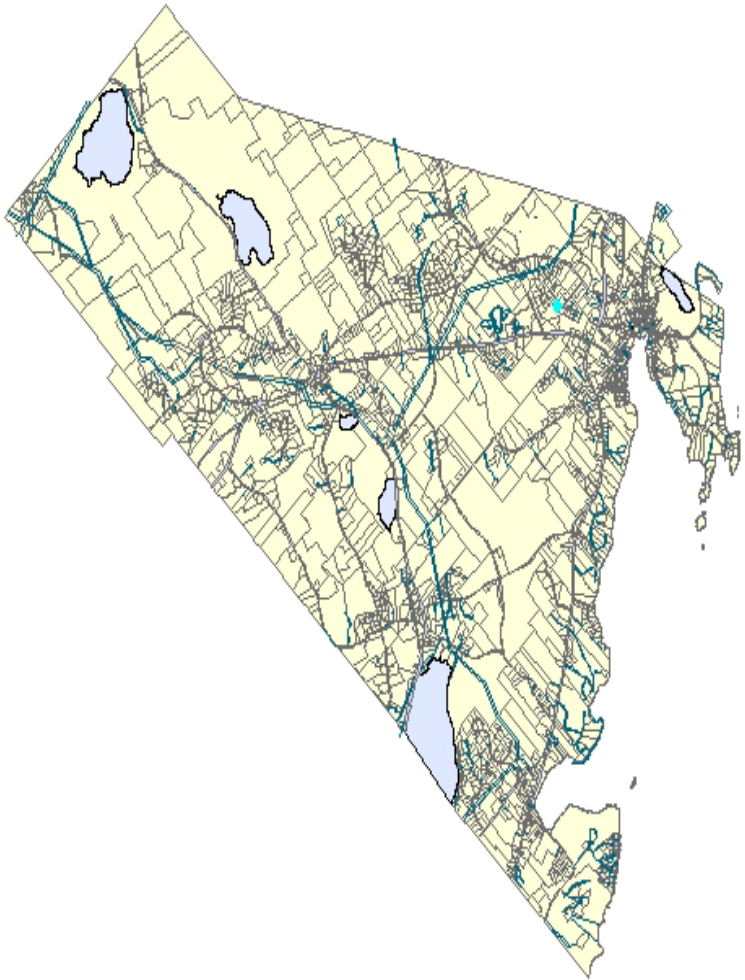
Administrative: The Administrative Department provides the municipal staffing support and office expenses to maintain the office operations required to maintain the wastewater financial operations and staff support for the infrastructure.

Operations: Operations provides funding for the Town to hire an engineering firm to provide staff to maintain the wastewater system; the Public Works Director provides assistance and back up whenever necessary. Operations also includes funding to help maintain the treatment systems for both Rockland and Camden for which the town's wastewater is collected and treated.

Debt/Capital Maintenance: The Wastewater debt includes Rockport's share of debt related to the Camden Treatment Plant upgrade. The bonds issued in November 1992 and May 1993 culminated a sewer construction project, which included installation of sewer lines and upgrading the Town's sewer system. The final payment on these bonds was made in 2012. Future debt has been procured to extend the U S Route 1 sewer line and additional fees may be collected in preparation of anticipated repairs and upgrades to the current sewer lines.

The town also has a TIF (Tax Incrementing Financing) bond related to the sewer line that was extended along Commercial Street. Payment of this bond is through the town's general fund budget annually. Said bond runs through November 2020.

Geographically, Rockport is situated in mid-coast Maine, in the County of Knox. It is approximately 40 miles from the state capitol of Augusta. It is approximately 57 miles from Bangor, and 79 miles from Portland, two of the largest cities in the State of Maine. The closest airport is the Knox County Regional Airport in Owls Head, which is 10 miles away.



2010 US Census Population:	3,330
Land area (square miles)	21.7
Miles of streets/roads	64.4
Water area (square miles)	12.4

Population per square mile of land area:	142.9
Housing units per square mile of land area:	74.6

Town of Rockport, Maine

Glen Cove Wastewater Collection System



Legend

- Flow Meter
- Pump Station
- Force Main
- 8" Sewer
- 10" Sewer
- Municipal Boundary

1 inch = 1,000 feet

0 500 1,000 2,000 3,000 4,000 Feet



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Town of Rockport, Maine

Village Wastewater Collection System



An Overview of How to Read the Budget Document

The budget notebook is broken out into a number of different sections. The first sections leading up to the actual "numbers" is informational about the community, including demographics and statistical information about the Town.

Organizational Chart

The organization chart depicts the town manager form of government, and designates the municipal officials involved in maintaining and supporting the Wastewater department.

Financial Policies

The town has a number of **Financial policies** that are a matter of practice. The financial policies include the use of the lien process for unpaid wastewater fees.

Budget Summary

The Summary of the proposed expenses and revenues, as well as previous budgets - both budgeted and actual costs.

Budget Process

The Wastewater budget is separate from the town's general fund budget, as it operates as an Enterprise Fund. In governmental accounting, an Enterprise Fund provides goods or services to the public for a fee that makes the entity self-supporting.

User Rates and Fees

This is the calculation of the user rates and fees based on the budgeted expenses and revenues, as well as the number of customers and the cubic foot usage of the system.

Budget Comparisons (Budget v. Actual)

Budget requests of the Town Manager and Wastewater Commissioners are compared to previous year's budgets.

Expenditures Summary

The **Expenditures Summary** includes totals from all departments, comparing proposed expenses to previous year's budgets.

Expenditures Chart

A chart of proposed expenses.

Revenues Summary

The **Revenues Summary** includes totals from all departments, comparing proposed revenues to previous year's estimated revenues.

Revenues Chart

A chart of proposed revenues.

Departmental Budgets

Each budget includes both appropriations (also known as expenses) and revenues applicable to a particular department.

Each department page header includes the department name and number. The department number represents the first set of numbers used in accounting reports and becomes the entire "line item number". The second set of numbers represents the second set of numbers in the line item number.

Expenditures are named next to their corresponding line item number. Across the page are columns representing the budget requests for the coming year (Manager and Commission.), as well as budget v. actual for the current budget year and two previous years, and actual expenses and revenues for the fiscal year of three years previous.

Following is an example of the header of a budget page:

General Government
Administration - Dept. 0200

	FY 19-20 Actual	FY 20-21 Actual	FY 21-21 Actual	FY 22-23 Budget	YTD	Manager	FY 23-24 Commission
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At the beginning of each departmental budget there is a summary page. The summary page summarizes the requests for Personnel Services, Employee Benefits, Purchased and Contractual Services, Other Contractual Services, Supplies, and Capital Outlay, as applicable, noted in the left-hand corner of the summary document. The summary page also includes graphs depicting the expenses and revenues pertaining to each department over time.

In the detailed pages of the departmental budget that follow the summary page the appropriation number column indicates both the line number and the description of the account. As an example: 0200-2115 Finance Director's Salary. This appropriation number would indicate the department (0200), followed by the account number (2115) which represents the municipal officer.

Account Name

Each account is assigned a name. Account descriptions are universal so comparisons between departments are easily made. For example, computer supplies would be the same account name and number in each department.

FY 19-20 Actual

Actual Expenses and Revenues during the fiscal year July 2018 through June 2019.

FY 20-21 Actual

Actual Expenses and Revenues during the fiscal year July 2019 through June 2020.

FY 21-22 Actual

Actual Expenses and Revenues during the fiscal year July 2020 through June 2021.

FY 22-23 Budget/Y-T-D

Budget v Year-To-Date Expenses and Revenues for the fiscal year July 2021 through June 2022.

FY 23-24 Budget

After review and consideration of the Town Manager's recommendations the Wastewater Commission adopts a final budget. The last column will form the basis for the next fiscal year budget.

Glossary

A glossary of budgetary and financial terms is included in the budget document, providing definitions and a better understanding.

Putting it all Together

The budget is a series of spreadsheets whereby budget requests are presented by department. Recommendations are considered at various stages and carefully reviewed. The design of the budget is methodical in nature, in an order and format that helps the user to easily access information.

Financial Plan

The Town's financial plan is based on minimal increases in spending while attempting to maintain and plan for future upgrades and maintenance of the sewer system.

Overall Goals

The overall goals for the Town include the following:

Fiscal Conservatism to ensure that the Town is financially sound. This will include balancing the budget, paying bills in a timely manner, while being ever mindful of future financial needs of the Town.

Flexibility to ensure that the Town is in a position to respond to changes in the economy or new service challenges without an undue amount of financial stress.

Adherence to Accounting and Management Practices as established by the Government Finance Officers' Association (GFOA) standards for financial reporting and budgeting, the GFOA Standards Board, and other professional standards.

Operating Budget Policies

The operating budget establishes the allocation of resources that enables the Town to deliver services on an annual basis. Services are delivered to the residents at a level that meets the real needs of the public as efficiently and effectively as possible.

Balanced Budget

Appropriations are limited to the total estimated revenues, including the amount to be billed to customers using the wastewater system. Financial reports are frequently issued and reviewed in order to track spending. Through the warrant process, all expenditures are reviewed to ensure appropriate use of Town funds. The result is a financially well-managed organization that operates within its budget authority.

Lien Process

The Wastewater Commissioners commit monthly the fees and charges related to the debt and usage of the sewer system. Once the commitment has been made, the Treasurer then has the authority to collect any outstanding balances.

Once the wastewater charges have been committed, then at the end of the fourth quarter billing for the fiscal year (June each year) and 30 days have passed on the fourth quarter billing date, a "Notice of Commitment" is sent to customers with outstanding balances.

After 90 days from the date the "Notice of Commitment" was mailed, the "Notice of Lien" can be sent by certified mail, with certified mailing costs added to the charges. On the 30th day from the date of the "Notice of Lien" a lien must then be recorded in the Registry of Deeds, including mailing costs for each certified mailing associated with the property and also the filing and discharge of the lien. A copy of the lien must be sent to the customer and any lien holders of the property by certified mail on the day the lien is recorded at the Registry.

Eighteen (18) months from the date of the liens is the foreclosure date. A "Notice of Foreclosure" can be sent out no earlier than 45 days before the actual Foreclosure date. A "Notice of Foreclosure" gets sent certified mail to property owners and any lien or mortgage holders recorded at the Registry.

If the lien is not paid before the date of foreclosure, then the town becomes the owner of the property.

This process is similar to the process utilized by the town for unpaid property taxes, and carries the same consequences.

Capital Improvement Budget

During FYE 2014 town officials worked on developing a Capital Improvement Plan for the Wastewater department.

The capital budget plan included looking at immediate capital needs of the Wastewater department, as well as the capital needs over the next five years. Each year the CIP is updated; one year drops off and another year is added.

The capital improvement plan includes capital requirements for the proposed budget as well as the most likely requirements for an additional four year period.

Capital Items for "above ground" and "below ground" are listed separately, and are shown in the overall budget under different appropriation numbers.

Above Ground Capital Items can be found in the Operations Budget: E 0300-7355
Below Ground Capital Items can be found in the Debt Service/Capital Maintenance Budget: E 0400-7355

The Wastewater Commissioners can vote annually to place unspent capital items in a reserve account for the purpose of helping pay for future capital costs. The replacement cost of the Maine Sport Pump Station may require funding appropriations over several years to help pay for the entire cost of this capital item. In anticipation of that replacement, funds have been budgeted to begin gathering money to hold in reserve for the replacement of the pump station known as "the Maine Sport Pump Station". The CIP helps the Town monitor capital needs, both current and future, and alleviates significant budget swings.

Funding Proposed for FY 16-17 includes the following:

Above Ground Capital	E 0300-7355	503,800
Below Ground Capital	E 0400-7355	100,000
TOTAL CAPITAL BUDGET FY 15-16		603,800
Change to Capital Reserve		-553,800
NET CAPITAL		50,000

See "Funding the CIP" for estimated Capital Reserve funds at FYE June 30, 2023. Budgeting for the capital needs for the FY 22-23 and adding funds to the Capital Reserve, can help maintain a NET capital budget (Expenses plus or minus Reserve funds) to \$250,000. This helps to level the budget funding for capital expenses on an annual basis.

Capital Improvement Projects Estimates
 - provided by Woodard & Curran

Rockport Maine Wastewater Collection System

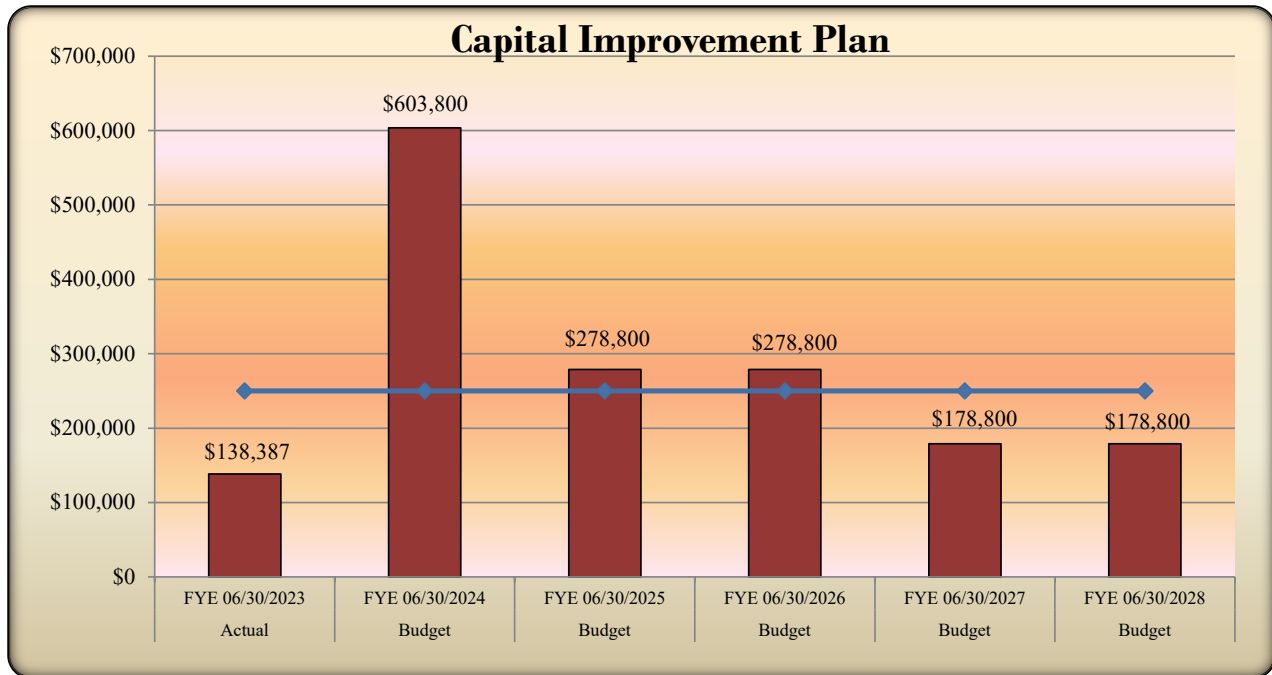
Item #	Equipment/System/Structure		FYE 6/30/2023	FYE 6/30/2024	FYE 6/30/2025	NEW 6/30/2026	NEW 6/30/2027	NEW 6/30/2028
			Completed	Year 1	Year 2	Year 3	Year 4	Year 5
ABOVE GROUND CAPITAL ITEMS			Capital Items					
1	Beauchamp	New pump.			\$ 100,000			
2	Brook	New pump.						
3	Camden St. Flow Metering Station	Replace flow meter and control panel / SCADA						
4	Clam Cove	New station in 2011 & low residential use.						
5	Country Inn	New SCADA/control panel and flow meter (and eliminate Seacoast Security oversight).		\$ 160,000				
6	CSD (high School)	New pump						
7	Eastward	New SCADA/control panel (eliminate Seacoast Security oversight)		\$ 120,000				
8	Fox Ridge	New pump.						
9	Goose River	New SCADA/control panel to replace softstarts and bubbler level system.						
10	Harbor View	New generator completed in 2015						
11	Health, Safety & Compliance	Arc flash assessment (FYE 2016), arc flash mitigation subsequent years	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
12	Main St Extension	New pump.		\$ 120,000				
13	Marine Park	New in 2002. Minimal winter season flow.						
14	Mechanic	New pump.				\$ 100,000		
15	Miscellaneous Controls/Electrical	Unexpected electrical failures such as motors, panels, main disconnects, transfer switches.	\$ 10,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
16	Operations Building	Replace roof (FYE 2018) and replace furnace (2020).	\$ 5,000					
17	Pines	New pump possibly with station reaching 15 yrs old.						
18	Pump Station Miscellaneous Repairs	Piping repairs for the stations.	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
19	Romaha	New control panel & new pump						
20	SCADA- Services	Comprehensive review of existing system & maintenance contract	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
21	SCADA System	To upgrade and replace the current SCADA computer system.						
22	Sea Street	New pump (10 hp)						
23	Ship	Very low flow.						
24	Spruces	New pump.						
25	Teledesign Radio	New radio system for all pumpstations - current company is going out of business.	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
26	Treatment Plant Upgrades Reserve	Upcoming treatment plant upgrades in Rockland and Camden.		\$ -	\$ -	\$ -		
27	Vehicle Lease Payment	Wastewater Truck Investment	\$ 18,787	\$ 18,800	\$ 18,800	\$ 18,800	\$ 18,800	\$ 18,800
28	Warrenton	New SCADA/control panel with expansion of Rt 1 sewer and addition of hospital flow into station.						
Total Above Ground Capital Items (Operations Budget-0300)			\$ 63,787	\$ 503,800	\$ 203,800	\$ 203,800	\$ 103,800	\$ 103,800
BELOW GROUND CAPITAL ITEMS			Capital Items					
24	Fiscal Sustainability Plan	create plan for evaluation and long term maintenance of system (DEP match 50% total)	\$ 64,600	\$ 25,000				
25	~15 miles gravity sewer	Jet and camera the entire system (Village and Glen Cove).	\$ -	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
26	~15 miles gravity sewer	Repair/replace areas targeted for improvement following analysis of camera survey	\$ 10,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
27	249 Manhole structures	Thorough inspection of each structure and repair as necessary.		\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
		Contingency		\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
Total Below Ground Capital Items (Debt/Capital Maintenance Budget-0400)			\$ 74,600	\$ 100,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000
TOTAL ANNUAL CAPITAL IMPROVEMENTS			\$ 138,387	\$ 603,800	\$ 278,800	\$ 278,800	\$ 178,800	\$ 178,800

By using and maintaining a reserve fund, the net effect on the budget each year is the same even though the CIP might require more funding in a particular year of the plan.

At this point in time the needs for the FYE 06/30/2028 are unknown.

	Budget FYE 06/30/2023	Actual FYE 06/30/2023	1 Budget FYE 06/30/2024	2 Budget FYE 06/30/2025	3 Budget FYE 06/30/2026	4 Budget FYE 06/30/2027	5 Budget FYE 06/30/2028
CIP and BUDGET							
Level Budget Funding	\$ 250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000
CIP Expenditures to Budget:							
Above Ground Capital	\$ 271,000	\$ 63,787	\$ 503,800	\$ 203,800	\$ 203,800	\$ 103,800	\$ 103,800
Below Ground Capital	\$ 75,000	\$ 74,600	\$ 100,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000
Total Annual CIP	\$ 346,000	\$ 138,387	\$ 603,800	\$ 278,800	\$ 278,800	\$ 178,800	\$ 178,800
Difference between Budget and Level Funding	\$ (122,000)	\$111,613	(\$553,800)	\$ (28,800)	\$ (28,800)	\$ 71,200	\$ 71,200
	Use Reserve	Add to Reserve	Use Reserve	Use Reserve	Use Reserve	Add to Reserve	Add to Reserve
NET (Expenditures +/- Reserve)	\$ 224,000	\$ 250,000	\$ 50,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000

RESERVE ACCOUNT	FYE 06/30/2023	FYE 06/30/2023	FYE 06/30/2024	FYE 06/30/2025	FYE 06/30/2026	FYE 06/30/2027	FYE 06/30/2028
Reserve Account Estimates							
Beginning Balance estimate	\$ 383,590	\$ 383,590	\$ 557,990	\$ 49,190	\$ 65,390	\$ 81,590	\$ 197,790
Add to Reserve	\$ 40,000	\$174,400	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000
Use from Reserve	\$ (104,000)	\$ -	\$ (553,800)	\$ (28,800)	\$ (28,800)	\$ 71,200	\$ 71,200
Balance Fiscal Year End	\$ 319,590	\$ 557,990	\$ 49,190	\$ 65,390	\$ 81,590	\$ 197,790	\$ 313,990



Budget Summary from FY 19-20 thru Proposed FY 23-24

Expenditures Less Revenues	FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Actual	FY 22-23		FY 23-24		
				Budget	YTD	Manager	Commission	
EXPENDITURES	1,053,536	983,022	1,145,981	1,719,190	808,325	2,229,230	29.7%	2,229,229
REVENUES	(1,025,968)	(1,350,531)	(1,300,710)	(1,544,300)	(1,139,006)	(2,252,665)	45.9%	(2,252,665)
Net Budget	\$ 27,568	\$ (367,509)	\$ (154,729)	\$ 174,890	\$ (330,681)	\$ (23,435)		\$ (23,436)

Budget Process

The Wastewater budget is separate from the town's general fund budget, as it operates as an Enterprise Fund. In governmental accounting, an Enterprise Fund provides goods or services to the public for a fee that makes the entity self-supporting.

How many gallons in a cubic foot?

7.48052

Rate History		
Month/Year	Usage Rate per 100 cubic feet	Debt Fee
October, 2006	\$6.60	\$48.00
January, 2008	\$8.38 26.97%	\$51.00 6.25%
July, 2008	\$8.27 -1.31%	\$47.00 -7.84%
July, 2009	\$8.80 6.41%	\$45.00 -4.26%
July, 2010	\$9.38 6.59%	\$46.00 2.22%
July, 2011	\$9.38 0.00%	\$45.00 -2.17%
July, 2012	\$9.38 0.00%	\$41.00 -8.89%
July, 2013	\$9.15 -2.45%	\$41.00 0.00%
July, 2014	\$9.20 0.55%	\$42.00 2.44%
July, 2015	\$9.85 7.07%	\$48.00 14.29%
July, 2016	\$10.00 1.52%	\$48.00 0.00%
July, 2017	\$10.10 1.00%	\$49.00 2.08%
July, 2018	\$11.05 9.41%	\$49.00 0.00%
July, 2019	\$11.91 7.78%	\$53.00 8.16%
July, 2020	\$13.50 13.35%	\$61.79 16.58%
July, 2021	\$15.00 11.11%	\$59.06 -4.42%
July, 2022	\$15.50 3.33%	\$65.22 10.43%
July, 2023	\$20.00 29.03%	\$73.00 11.93%

Rates are proposed based on expenditures and revenues.

DEBT and Capital Maintenance		
Bonds	Principal & Interest	Total
Bond Anticipation Interest	\$0	\$0
Bond-Sewer Expansion \$0.55 million	25,341	25,341
Bond-Sewer Expansion \$4.5 million	194,250	194,250
Use of TIF for Bond	(194,250)	(194,250)
Other	Principal & Interest	
Camden Treatment Plant and Pump Station		
Rockport's Share	\$5,351	\$5,351
Reserve for Capital Maintenance		
Below Ground Upgrades	\$100,000	\$100,000
Above Ground Upgrades	\$503,800	\$503,800
Add to Capital Reserve	\$45,000	\$45,000
Use of Capital Reserve	\$ (553,800)	\$ (553,800)
TOTAL Debt and Capital Maintenance		
	\$125,692	\$125,692

USAGE		
	Cubic Feet Estimate (cf 100's)	Rate Proposed
Quarterly	42,767	\$20.00
Monthly	10,093	
Less Adjustments	(4,070)	
Total Annual Estimate	48,790	49,000
		\$ 980,000

USAGE CALCULATION		
Appropriations	2,229,229	
Less Debt	(224,942)	
Less Above Ground Capital Maintenance	(503,800)	
Less Below Ground Capital Maintenance	(100,000)	
Less Capital Reserve	(45,000)	1,355,487
Entrance Fees	(6,000)	
Interest (Checking)	(15,000)	
TIF Proceeds	(194,250)	
Late Fees	(2,000)	
Samoset Fees	(90,000)	(307,250)
Total to be Raised	1,048,237	1,048,237

DEBT and Capital Maintenance CALCULATION		
Number of Equivalent Users	1,355	Annual
Fee for each User (Annual)	\$292	Calculation
Fee for each User (Quarter)	\$73.00	\$395,660

Proposed Debt/Capital Maintenance Rate Change		
July 2014-June 2015	\$48.00	
July 2015-June 2016	\$48.00	0.00%
July 2016-June 2017	\$49.00	2.08%
July 2017-June 2018	\$49.00	0.00%
July 2018-June 2019	\$53.00	8.16%
July 2019-June 2020	\$61.79	26.10%
July 2020-June 2021	\$59.06	20.53%
July 2021-June 2022	\$73.00	26.30%

Example for Cost of Usage and Debt/Capital Maintenance for One Quarter:				Total Usage and Debt/Capital Maintenance estimated each Quarter.	
John and Jane Smith					
Usage in Cubic Feet (100's)	Usage for one Quarter		Debt/Capital Maintenance (1 Equivalent User)		
7 gallons = 1 cubic foot	7	x rate =			
July 16-June 17	\$10.10	x rate =	\$70.70	\$49.00	\$119.70
July 17-June 18	\$11.05	x rate =	\$77.35	\$49.00	\$126.35 5.56%
July 18-June 19	\$11.91	x rate =	\$83.37	\$53.00	\$136.37 7.93%
July 19-June 20	\$13.50	x rate =	\$94.50	\$61.79	\$156.29 14.61%
July 20-June 21	\$18.10	x rate =	\$126.70	\$68.58	\$118.70 -24.05%
July 22-June 22	\$15.00	x rate =	\$105.00	\$59.06	\$164.06 38.21%
July 22-June 23	\$15.50	x rate =	\$108.50	\$65.55	\$174.05 6.39%
July 23-June 24	\$20.00	x rate =	\$140.00	\$73.00	\$213.00 22.38%

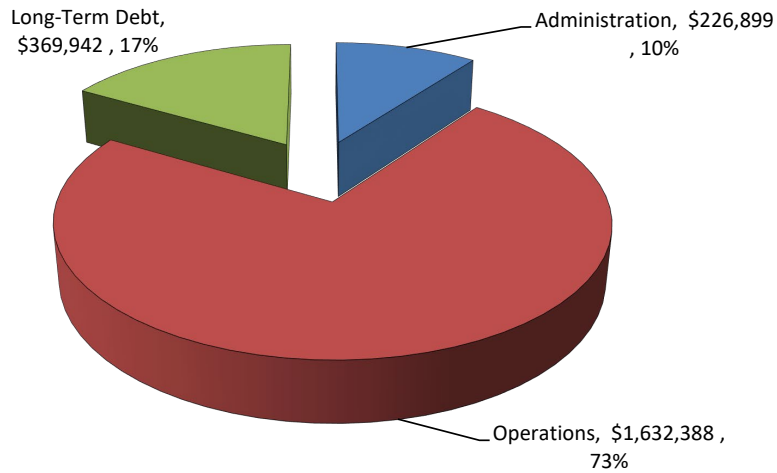
DEBT and MAINTENANCE SERVICE FEE BREAKDOWN

	Quarterly	Annual
Bond (Sewer Expansion)	\$14.72	\$58.87
Camden Bonds	\$3.11	\$12.43
Below Ground Cap. Maint.	\$58.08	\$232.31
Above Ground Cap. Maint.	\$292.60	\$1,170.40
Added to Reserve	\$26.14	\$104.54
Used from Reserve	(\$321.64)	(\$1,286.55)
	\$73.00	\$292.00

EXPENDITURES SUMMARY

	FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Actual	FY 22-23 Budget	YTD	FY 23-24 Manager	Commission
ADMINISTRATION					05/31/22		
0200 Administration	83,329	92,998	244,670	267,196	130,427	226,899	-15.1%
Administration	83,329	92,998	244,670	267,196	130,427	226,899	-15.1%
OPERATIONS							
0300 Operations	927,013	846,883	866,316	1,077,644	632,888	1,632,388	51.5%
Operations	927,013	846,883	866,316	1,077,644	632,888	1,632,388	51.5%
DEBT							
0400 Debt/Capital Maintenance	43,194	43,142	34,994	374,350	45,010	369,942	-1.2%
Debt/Capital Maintenance	43,194	43,142	34,994	374,350	45,010	369,942	-1.2%
Gross Town Expenditures	\$ 1,053,536	\$ 983,022	\$ 1,145,981	\$ 1,719,190	808,325	2,229,229	29.7%
		-6.69%	16.58%	50.02%	47.02%	29.67%	29.67%

Expenses



EXPENDITURES SUMMARY

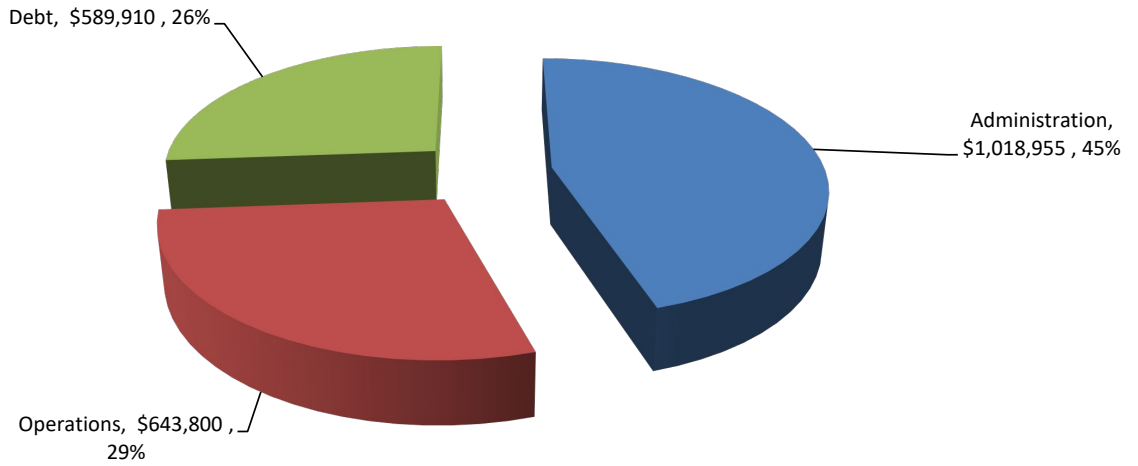
Manager's Proposal

Department	Personnel Services	Employees Benefits	Purchased and Contractual Services	Other Contractual Services	Supplies	Debt	Capital Items	TOTAL
General Government								
0200 Administration	75,272	44,642	38,985	65,100	2,900	-	-	226,899
Total General Government	\$ 75,272	\$ 44,642	\$ 38,985	\$ 65,100	\$ 2,900	\$ -	\$ -	\$ 226,899
Operations								
0300 Operations			1,094,588		34,000		503,800	1,632,388
Total Operations	\$ -	\$ -	\$ 1,094,588	\$ -	\$ 34,000	\$ -	\$ 503,800	\$ 1,632,388
Debt								
0400 Debt/Cap. Maint.						369,942		369,942
Total Debt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 369,942	\$ -	\$ 369,942
TOTALS	\$ 75,272	\$ 44,642	\$ 1,133,573	\$ 65,100	\$ 36,900	\$ 369,942	\$ 503,800	\$ 2,229,229
								\$ 2,229,229

REVENUES SUMMARY

	FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Actual	FY 22-23 Budget YTD		FY 23-24 Manager Commission	
GENERAL GOVERNMENT					5/31/2022		
0200 Administration	584,939	929,823	924,257	672,850	747,121	1,018,955	51.4%
General Government	\$ 584,939	\$ 929,823	\$ 924,257	\$ 672,850	\$ 747,121	\$ 1,018,955	51.4%
Operations							
0300 Operations	146,018	88,679	94,249	347,100	88,652	643,800	85.5%
Operations	\$ 146,018	\$ 88,679	\$ 94,249	\$ 347,100	\$ 88,652	\$ 643,800	85.5%
Debt							
0400 Debt/Capital Maintenance	295,011	332,030	282,204	524,350	303,233	589,910	589,910
Debt/Capital Maintenance	\$ 295,011	\$ 332,030	\$ 282,204	\$ 524,350	\$ 303,233	\$ 589,910	\$ 589,910
GROSS REVENUES	\$ 1,025,968	\$ 1,350,531	\$ 1,300,710	\$ 1,544,300	\$ 1,139,006	\$ 2,252,665	45.9%

Revenues

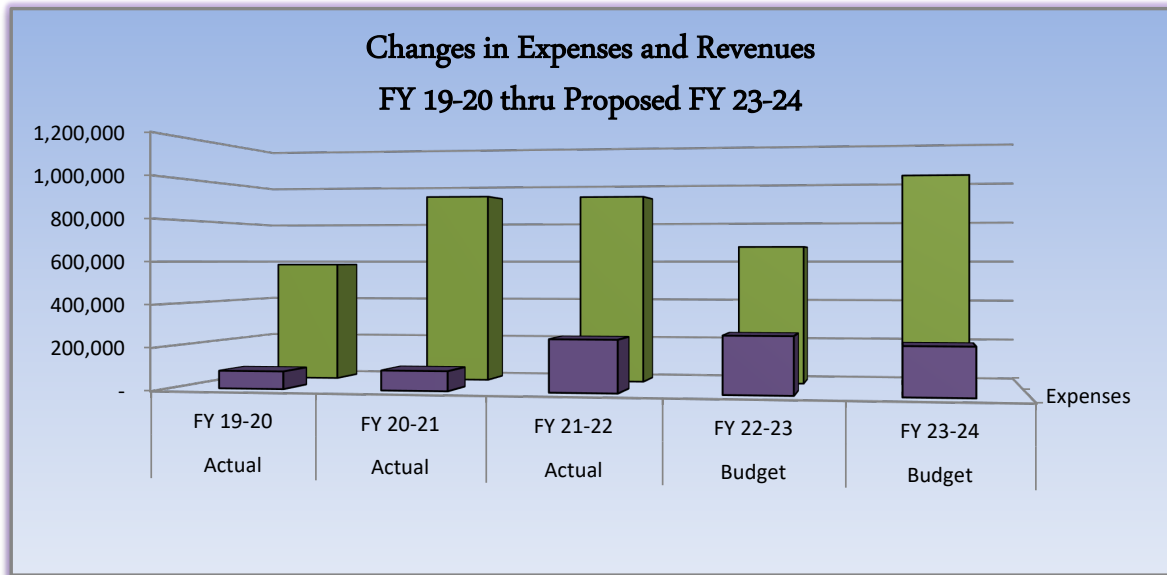


**General Government
Administration - Dept. 6000**

Purpose:

The Administration budget provides funding for management, financial reporting and tracking, and staff required to provide support to wastewater operations.

	FY 19-20	FY 20-21	FY 21-22	FY 22-23		FY 23-24			
	Actual	Actual	Actual	Budget	YTD	Manager	Commission		
EXPENDITURES					5/31/2022				
2000 Personnel Services	43,324	51,562	47,283	62,872	62,269	75,272	19.7%	75,272	19.7%
2500 Employee Benefits	20,039	21,133	21,768	28,389	26,592	44,642	57.3%	44,642	57.3%
3000 Purchased and Contractual Services	7,388	7,552	106,759	52,935	28,856	38,985	-26.4%	38,985	-26.4%
4000 Contractual Services	10,541	11,250	61,188	115,100	12,322	65,100	-43.4%	65,100	-43.4%
5000 Supplies	1,200	1,500	1,673	2,900	388	2,900	0.0%	2,900	0.0%
7000 Capital Outlay	837	-	6,000	5,000	-	-	-100.0%	-	-
TOTAL -Administration Expenses	\$ 83,329	\$ 92,998	\$ 244,670	\$ 267,196	\$ 130,427	\$ 226,899	-15.1%	\$ 226,899	-15.1%
		11.60%	163.09%	9.2%	48.81%	-15.1%		-15.1%	
TOTAL -Revenues	\$ 584,939	\$ 929,823	\$ 924,257	\$ 672,850	\$ 747,121	\$ 1,018,955	51.4%	\$ 1,018,955	51.4%
		58.96%	-0.60%	-27.2%	111.04%	51.4%		51.4%	
NET Administration Budget	\$ (501,610)	\$ (836,825)	\$ (679,586)	\$ (405,654)	\$ (616,695)	\$ (792,056)	95.3%	\$ (792,056)	95.3%
		66.83%	-18.79%	-40.3%	152.02%	95.3%		95.3%	



**General Government
Administration - Dept.6000**

		FY 19-20	FY 20-21	FY 21-22	FY 22-23		FY 23-24	
		Actual	Actual	Actual	Budget	YTD	Manager	Commission
EXPENDITURES								
Personnel Services								
5/31/2022								
2105	Commissioners' Stipends (5%)	-	1,100	1,100	1,100	3,300	1,712 55.6%	1,712 55.6%
2110	Manager's Salary (18%)	11,159	9,804	11,683	16,536	15,255	22,307 34.9%	22,307 34.9%
2111	Finance Director's Salary (25%)	15,958	18,216	17,219	19,695	18,503	25,603 30.0%	25,603 30.0%
2112	Public Works Director & Asst Drctr's Salary (0%)	11,130	11,884	8,007	8,328	7,723	- -100.0%	- -100.0%
2125	Code Enforcement Officer(10%)/Planner (15%)	4,539	2,423	6,767	15,400	14,459	21,922 42.4%	21,922 42.4%
2120	Finance Assistant (6%)	538	8,135	2,507	1,813	3,028	3,728 105.6%	3,728 105.6%
2220	Intern	-	-	-	-	-	0.0%	- 0.0%
		\$ 43,324	\$ 51,562	\$ 47,283	\$ 62,872	\$ 62,269	\$ 75,272 19.7%	\$ 75,272 19.7%
Employee Benefits								
2505	Unemployment Compensation	1,560	1,567	1,437	450	1,887	1,938 330.7%	1,938 330.7%
2510	Workers Compensation insurance	-	-	-	329	-	7,466 2169.3%	7,466 2169.3%
2520	Income Protection	452	383	424	750	507	609 -18.7%	609 -18.8%
2530	Deferred compensation	1,950	2,653	288	2,060	3,088	5,090 147.1%	5,090 147.1%
2540	Health Insurance	12,763	12,885	16,001	20,750	16,360	24,312 17.2%	24,312 17.2%
2550	FICA and Medicare Taxes	3,314	3,645	3,617	4,050	4,750	5,226 29.0%	5,226 29.0%
2555	Other Employee Benefits	-	-	-	-	-	- 0.0%	- 0.0%
		\$ 20,039	\$ 21,133	\$ 21,768	\$ 28,389	\$ 26,592	\$ 44,642 57.3%	\$ 44,642 57.3%
Purchased and Contractual Services								
3005	Accounting and Auditing Services	2,750	2,750	2,750	2,750	-	2,750 0.0%	2,750 0.0%
3015	Software Maintenance	-	-	-	-	-	- 0.0%	- 0.0%
3040	Legal Fees	-	-	100,000	30,000	17,545	15,000 -50.0%	15,000 -50.0%
3060	Consulting Fees	-	-	-	15,000	9,696	15,000 0.0%	15,000 -100.0%
3720	Insurance-Bldgs/Liability/Vehicles	3,135	3,135	3,135	3,135	-	3,135 0.0%	3,135 0.0%
3805	Advertising	-	-	-	250	-	1,000 0.0%	1,000 100.0%
3825	Liens and Discharges	1,463	1,667	874	1,500	1,102	1,800 20.0%	1,800 20.0%
3910	Miscellaneous Expenses	40	-	-	300	512	300 0.0%	300 0.0%
		\$ 7,388	\$ 7,552	\$ 106,759	\$ 52,935	\$ 28,856	\$ 38,985 -26.4%	\$ 38,985 -26.4%
Other Contractual Services								
4126	Fire Ext Inspection	-	74	44	100	-	100 0.0%	100 0.0%
4325	Maine Water Co. Billing Charges	10,541	11,177	11,144	15,000	9,586	15,000 0.0%	15,000 0.0%
4450	Contingency	-	-	50,000	100,000	2,736	50,000 -50.0%	50,000 -50.0%
		\$ 10,541	\$ 11,250	\$ 61,188	\$ 115,100	\$ 12,322	\$ 65,100 -43.4%	\$ 65,100 -43.4%
Supplies								
5405	Computer Supplies	-	-	173	700	388	700 0.0%	700 0.0%
5420	Office Supplies	-	-	-	700	-	700 0.0%	700 0.0%
5425	Postage	1,200	1,500	1,500	1,500	-	1,500 0.0%	1,500 0.0%
		\$ 1,200	\$ 1,500	\$ 1,673	\$ 2,900	\$ 388	\$ 2,900 0.0%	\$ 2,900 0.0%
Capital Items								
7315	Computer Equipment-Finance (18% share)	-	-	-	-	-	- 0.0%	- 0.0%
7316	Accounting Software (18% share)	-	-	-	-	-	- 0.0%	- 0.0%
7335	Equipment-Bookcases	-	-	-	5,000	-	- 0.0%	- 0.0%
7355	Maintenance	837	-	6,000	-	-	- 0.0%	- 0.0%
7401	Engineering Study	-	-	-	-	-	- 0.0%	- 0.0%
		\$ 837	\$ -	\$ 6,000	\$ 5,000	\$ -	\$ - 0.0%	\$ - 0.0%
TOTAL -Administration Expenses		\$ 83,329	\$ 92,998	\$ 244,670	\$ 267,196	\$ 130,427	\$ 226,899 -15.1%	\$ 226,899 -15.1%
		11.8%	11.60%	163.09%	9.2%	48.8%	-15.1%	-15.1%

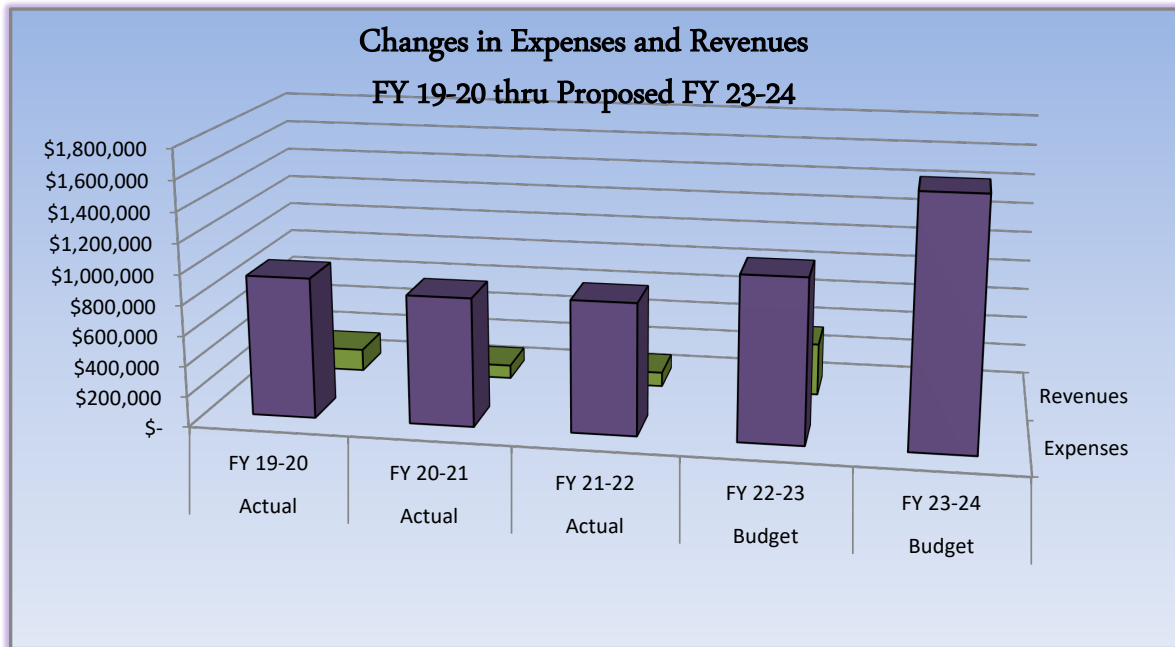
	FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Actual	FY 22-23 Budget YTD		FY 23-24 Manager Commission			
REVENUES									
R6015 Entrance Fees	2,000	-	1,000	1,000	7,000	6,000	500.0%	6,000	500.0%
R6020 Billing Variance (Usage)	573,943	922,863	911,300	666,500	715,123	980,000	47.0%	980,000	47.0%
R6030 Interest Earned	999	957	1,737	1,000	17,343	15,000	1400.0%	15,000	1400.0%
R6036 Interest Earned-Investment	368	139	111	150	607	500	233.3%	500	
TIF Proceeds for TIF work	-	-	-	-	-	-	0.0%	-	
Legal Fees Carry Over Funds						12,455		12,455	
R6040 Late Fees	4,146	1,164	2,390	1,200	3,229	2,000	66.7%	2,000	
R6041 Lien Fees	3,482	3,642	1,884	2,500	3,088	2,500	0.0%	2,500	
R6050 Surcharges	-	-	-	-	-	-	0.0%	-	
R6065 Miscellaneous	-	1,058	5,834	500	730	500	0.0%	500	
R5080 Transfer from General Fund	-	-	-	-	-	-	0.0%	-	
TOTAL -Revenues	\$ 584,939	\$ 929,823	\$ 924,257	\$ 672,850	\$ 747,121	\$1,018,955	51.4%	\$ 1,018,955	51.4%
		58.96%	-0.60%	-27.20%	111.04%	51.4%		51.4%	
NET Administration Budget	\$ (501,609)	\$ (836,825)	\$ (679,586)	\$ (405,654)	\$ (616,695)	\$ (792,056)	-5.3%	\$ (792,056)	95.3%
		66.83%	-18.79%	-40.31%	152.02%	95.3%		95.3%	

**General Government
Operations- Dept. 6001**

Purpose:

The Operations budget includes funding to contract with Woodward & Curran to operate the town's Wastewater system, and also provides funds to pay both Camden and Rockland for the use of their sewer treatment facilities.

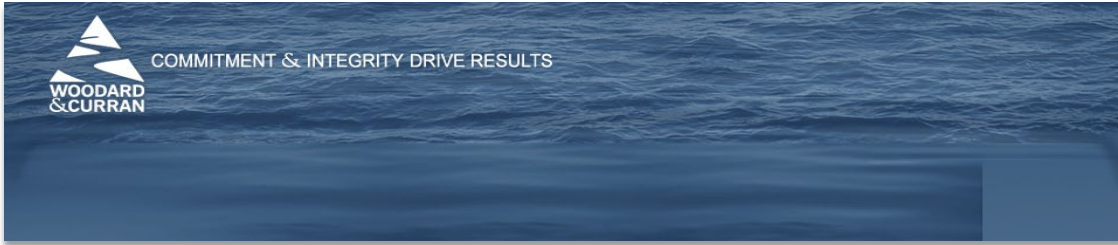
	FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Actual	FY 22-23 Budget	FY 22-23 YTD	Manager	FY 23-24 Commission		
EXPENDITURES						5/31/2022			
3000 Purchased and Contractual Services	743,038	714,546	622,549	629,844	547,160	1,094,588	73.8%	1,094,588	73.8%
5000 Supplies	32,000	32,000	34,000	34,000	35,355	34,000	0.0%	34,000	0.0%
5000 Capital Outlay	151,975	100,337	209,767	413,800	50,373	503,800	21.7%	503,800	21.7%
TOTAL -Operations Expenses	\$ 927,013	\$ 846,883	\$ 866,316	\$ 1,077,644	\$ 632,888	\$ 1,632,388	51.5%	\$ 1,632,388	51.5%
		-8.64%	2.29%	24.39%	58.73%				
TOTAL -Revenues	\$ 146,018	\$ 88,679	\$ 94,249	\$ 347,100	\$ 88,652	\$ 643,800	85.5%	\$ 643,800	85.5%
		-39.27%	6.28%	268.28%	25.54%				
NET Operations Budget	\$ 780,995	\$ 758,204	\$ 772,067	\$ 730,544	\$ 544,236	\$ 988,588	35.3%	\$ 988,588	35.3%
		-2.92%	1.83%	-5.38%	74.50%				



**General Government
Operations- Dept. 6001**

		FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Actual	FY 22-23 Budget YTD		FY 23-24 Manager Commission		
EXPENDITURES									
Purchased and Contractual Services						5/31/2022			
3060	Misc. Professional Fees	7,487	8,439	9,528	10,000	360	10,000	0.0%	10,000 0.0%
3090	Woodard & Curran Contract	259,103	259,103	259,103	278,544	278,544	290,399	4.3%	290,399 4.3%
3092	Camden Treatment	251,768	211,091	34,930	43,000	56,769	436,565	915.3%	436,565 915.3%
3093	Rockland Treatment	148,205	151,860	224,660	215,000	131,066	267,625	24.5%	267,625 24.5%
3094	Samoset Treatment	76,475	84,053	94,328	83,300	80,421	90,000	8.0%	90,000 8.0%
		\$ 743,038	\$ 714,546	\$ 622,549	\$ 629,844	\$ 547,160	\$ 1,094,588	73.8%	\$ 1,094,588 73.8%
Supplies									
5340	W&C Maintenance (cap)	32,000	32,000	34,000	34,000	35,355	34,000	0.0%	34,000 0.0%
		\$ 32,000	\$ 32,000	\$ 34,000	\$ 34,000	\$ 35,355	\$ 34,000	0.0%	\$ 34,000 0.0%
Capital Items									
7110	Landscaping	-	-	-	-	-	-	0.0%	- 0.0%
7205	Bldg Improvements (W&C)	-	-	-	-	-	-	0.0%	- 0.0%
7206	Truck Payment/Equipment (W&C)	-	-	-	-	-	-	0.0%	- 0.0%
7355	Capital Maint. (Above Ground)	151,975	100,337	209,767	413,800	50,373	503,800	21.7%	503,800 21.7%
		\$ 151,975	\$ 100,337	\$ 209,767	\$ 413,800	\$ 50,373	\$ 503,800	21.7%	\$ 503,800 21.7%
TOTAL -Operations Expenses		\$ 927,013	\$ 846,883	\$ 866,316	\$ 1,077,644	\$ 632,888	\$ 1,632,388	51.5%	\$ 1,632,388 51.5%
			-8.64%	2.29%	24.39%	58.73%	51.5%		51.5%

		FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Actual	FY 22-23 Budget YTD		FY 23-24 Manager Commission		
REVENUES									
R6800	Debt Service & Maintenance Billing	-	-	-	-	-	-	-	-
R6805	Use of Capital Reserve	52,154	-	-	263,800	-	553,800	109.9%	553,800 109.9%
R6860	Samoset Fees	83,728	83,728	94,249	83,300	88,652	90,000	8.0%	90,000 8.0%
R5075	W&C Contract Savings Payback	10,136	4,951	-	-	-	-	0.0%	- 0.0%
TOTAL -Revenues		\$ 146,018	\$ 88,679	\$ 94,249	\$ 347,100	\$ 88,652	\$ 643,800	85.5%	\$ 643,800 85.5%
			-39.27%	6.28%	268.28%	25.54%	85.5%		85.5%
NET Operations Budget		\$ 780,995	\$ 758,204	\$ 772,067	\$ 730,544	\$ 544,236	\$ 988,588	35.3%	\$ 988,588 35.3%
			-2.92%	1.83%	-5.38%	74.50%	35.3%		35.3%



Contract period July 2023 through June 2024

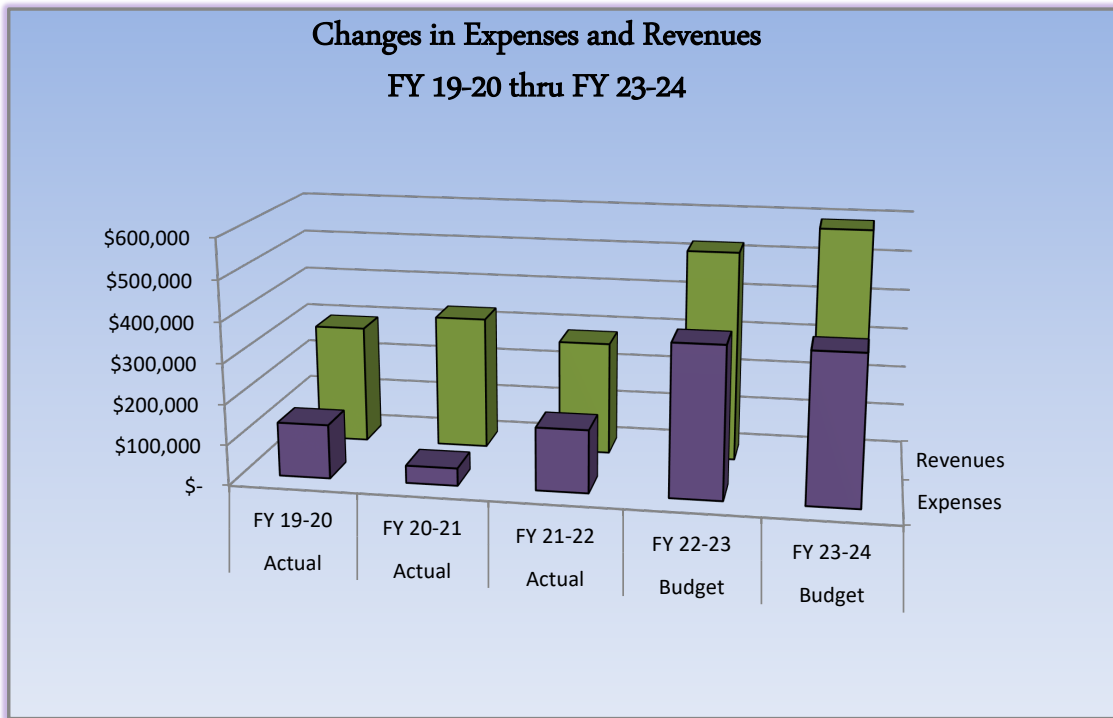
Personnel Services	209,510
Technical & Management Support	4,746
Utilities	58,528
Fixed Fee Cost	-
Chemicals	1,000
Equipment	1,050
Supplies	6,465
Outside Services	9,100
Sub-Total	<u>290,399</u>
Preventive and Corrective Maintenance	
Capital Items (now part of CIP)	-
Maintenance Cap	<u>34,000</u>
Total Cost	<u>324,399</u>

**General Government
Debt/Capital Maintenance - Dept 6002**

Purpose:

The Debt includes funding for two bonds as well as Rockport's share of Camden's bond to upgrade their sewer treatment system. Maintenance fees collected will be reserved for future repairs/replacement of sewer lines, pumps, etc.

	FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Actual	FY 22-23 Budget YTD		Manager	FY 23-24 Commission	
EXPENDITURES						5/31/2022		
3000 Purchased and Contractual Services	-	-	-	-	-	-	-	-
6000 Debt	43,194	43,142	34,994	229,350	45,010	224,942	-1.9%	224,942 -1.9%
7000 Capital Maintenance	90,382	-	120,000	145,000	-	145,000	0.0%	145,000 0.0%
TOTAL -Debt/Capital Maintenance	\$ 133,576	\$ 43,142	\$ 154,994	\$ 374,350	\$ 45,010	\$ 369,942	-1.2%	\$ 369,942 -1.2%
		-67.70%	259.27%	141.53%	12.02%	-1.2%		-1.2%
Revenues	\$ 295,011	\$ 332,030	\$ 282,204	\$ 524,350	\$ 303,233	\$ 589,910	12.5%	\$ 589,910 12.5%
		12.55%	-15.01%	85.81%	57.83%	12.5%		12.5%
NET Debt/Capital Maintenance Budget	\$ (161,435)	\$ (288,888)	\$ (127,210)	\$ (150,000)	\$ (258,223)	\$ (219,968)	46.6%	\$ (219,968) 46.6%
		78.95%	-55.97%	17.92%		46.6%		46.6%



**General Government
Debt/Capital Maintenance- Dept 6002**

	FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Actual	FY 22-23 Budget YTD		Manager	FY 23-24 Commission	
EXPENDITURES								
Purchased and Contractual Services						5/31/2022		
3505 Interest on Bond Anticipation	-	-	-	-	-	-	-	-
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Debt								
6105 Bonds Payable (\$1.7 million)	-	-	-	-	-	-	-	-
6106 Bonds Payable (\$.5 million)	-	-	-	-	-	-	-	-
6105 Bonds Payable (\$0.55million)	26,402	26,521	26,640	26,760	26,760	26,881	0.45%	26,881 0.45%
6107 Bonds Payable (\$4.5 million)	-	-	-	150,000	-	150,000	0.00%	150,000 0.00%
6106 Upgrades (Camden)	13,603	12,942	4,972	5,500	13,420	5,351	-2.71%	5,351 -2.71%
6205 Interest & Fees on Bonds	3,189	3,678	3,382	47,090	4,830	42,710	-9.30%	42,710 -9.30%
6305 Use of TIF for Sewer	-	-	-	-	-	-	-	-
TOTAL -Debt	\$ 43,194	\$ 43,142	\$ 34,994	\$ 229,350	\$ 45,010	224,942	-1.92%	224,942 -1.92%
Capital Maintenance								
7355 Below Ground CapitalMaintenance	90,382	-	75,000	100,000	-	100,000	0.0%	100,000 0.0%
7500 Capital Reserve	-	-	45,000	45,000	-	45,000	0.0%	45,000 0.0%
	\$ 90,382	\$ -	\$ 120,000	\$ 145,000	\$ -	\$ 145,000		\$ 145,000
TOTAL -Debt Expenses	\$ 133,576	\$ 43,142	\$ 154,994	\$ 374,350	\$ 45,010	\$ 369,942	-1.2%	\$ 369,942 -1.2%
			-67.70%	259.27%	141.53%	12.02%	-1.2%	-1.2%

	FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Actual	FY 22-23 Budget YTD		Manager	FY 23-24 Commission	
REVENUES								
						5/31/2022		
R6900 Use of TIF (for Bond Payment)	-	-	-	194,250	-	194,250	0.0%	194,250 0.0%
R6910 Debt Service Billing	295,011	332,030	282,204	330,100	303,233	395,660	19.9%	395,660 19.9%
R5100 Bond Interest Refund	-	-	-	-	-	-	-	-
TOTAL -Revenues	\$ 295,011	\$ 332,030	\$ 282,204	\$ 524,350	\$ 303,233	589,910	12.5%	589,910 12.5%
			-15.01%	85.81%	57.83%			

NET Debt/Capital Maintenance

Budget	\$ (161,435)	\$ (288,888)	\$ (127,210)	\$ (150,000)	\$ (258,223)	\$ (219,968)	46.6%	\$ (219,968) 46.6%
		78.95%	-55.97%	17.92%				

Wastewater Outstanding Debt

FY 23-24

Camden Treatment Plant Upgrade (Rockport's Share: 11.7%)									
Date of Issue	Due Date	Rockport's Share	Rate	Payment Due	Total	FY Total	Beginning Balance Share	Balance Year End	Final Payment Due
10/1/2007	PAID OFF								
0400-6110									
Camden Rawson Avenue Pump Station Upgrade (Rockport's Share: 11.7%)									
Date of Issue	Due Date	Rockport's Share	Rate	Payment Due	Total	FY Total	Beginning Balance Share	Balance Year End	Final Payment Due
1/15/2011	07/15/23	\$ 5,298.91		\$ 5,298.91	\$ 5,298.91				
	01/15/24	\$ 52.21	1.000%	\$ 52.21	\$ 52.21	\$ 5,351.12	\$ 236,775.00	\$ 188,034.00	15-Jul-25
0400-6110									
						\$ 5,351.12			
Wastewater Sewer Expansion - US Route 1 - Jul-Sept 2014									
					0.45%				
Date of Issue	Due Date	Principal	Interest & Fees	Payment Due	Total	FY Total	Beginning Balance	Balance Year End	Final Payment Due
11/1/2014	11/01/23	\$ 26,881.00	2,058.53	\$ 28,939.53	\$ 28,939.53		325,474.97		
	05/01/24		650.98	\$ 650.98	\$ 650.98	\$ 29,590.51		\$ 295,884.46	1-Nov-33
New	unknown	\$ 150,000.00	83,000.00	\$ 233,000	\$ 233,000.00	\$ 233,000.00			
						\$ 262,590.51			
Wastewater F350 with Equipment									
					2.35%				
Date of Issue	Due Date	Principal	Interest & Fees	Payment Due	Total	FY Total	Beginning Balance	Balance Year End	Final Payment Due
1/11/2022	05/30/23	\$ 17,522.59	1,264.60	\$ 18,787.19	\$ 18,787.19	\$ 18,787.19	75,148.78	\$ 37,574.39	17-May-24
						\$ 286,728.82			

TOWN OF ROCKPORT

GLOSSARY

ACCOUNTING SYSTEM:

The total set of records and procedures that are used to record, classify, and report information on the financial status and operations of town government.

ACCRUAL BASIS:

The basis of accounting under which transactions are recognized when they occur, regardless of timing of related cash receipts and disbursements.

ADOPTED BUDGET:

Refers to the budget amounts as originally approved by the Wastewater Commissioners, applicable to a single fiscal year.

APPROPRIATION:

An authorization granted by the Select Board that permits officials to incur obligations against and to make expenditures of town resources.

ASSESSED VALUATION:

The total value of all real and personal property in the Town that is used as a basis for levying taxes. Tax exempt property is excluded from the assessable base.

BOND:

A written promise to pay a specified sum of money (called principal or face value) at a specified future date, plus periodic interest paid at a specified percentage of the principal (interest rate) In the budget document these payments are identified as "Long-Term Debt".

BUDGET:

The financial plan for the operations of the Town for the year.

CAPITAL BUDGET:

The capital budget includes projects that exceed \$5,000 and may be budgeted, leased, mortgaged, or bonded for a period of three to five years or more. A capital budget is separate from the annual budget, but may be included in the annual budget for informational purposes and as a means of tracking the long term project expenses.

CAPITAL ITEMS (Capital Outlay):

A category of account codes that identify major expenditures of public funds beyond maintenance and operating costs. Items may include vehicles, computer equipment, office furniture, and the acquisition or construction of a needed physical facility or improvements to land and/or buildings. Capital items have a value of \$3,000 or more and have a useful economic lifetime of more than one year.

CARRY-OVER FUNDS:

Carry-over funds are the result of unspent appropriations in the prior year, new growth, the expansion of the tax base beyond what was projected, and increased revenues over estimated amounts. These funds are brought forward from the preceding fiscal year reserves. Appropriated carry-over funds are known as unreserved fund balance.

CASH MANAGEMENT:

Management of cash flows in such a way that interest and penalties paid are minimized and interest earned is maximized. Checks received are deposited in a timely manner, and bills are paid no later than the due date unless discounts can be obtained by paying early. Future cash needs are determined, and cash on hand invested in interest-bearing secure accounts.

COMPARATIVE DATA:

Information from prior fiscal periods provided to enhance the analysis of financial data of the current fiscal period.

COST:

The amount of money or value exchanged for property or services.

DEBT:

An obligation resulting from the borrowing of money.

DEBT SERVICE:

The accounting for payments of principal and interest on long-term debt.

DEFICIT:

- (1) The excess of the liabilities of a fund over its assets.
- (2) The excess of expenditures over revenues during an accounting period.

DEPARTMENTAL BUDGET:

The financial plan for the operations of an individual department within the municipal government for the year.

EFFECTIVENESS:

Term used in connection with the evaluation of internal controls and performance measurement. The degree to which an entity, program, or procedure is successful at achieving its goals and objectives.

ENTERPRISE FUND:

In governmental accounting, an enterprise fund provides goods or services to the public for a fee that makes the entity self-supporting.

ENCUMBRANCE:

A reservation of funds for an anticipated expenditure prior to actual payment for an item. Funds usually are reserved or encumbered once a contracted obligation has been signed for an item, but prior to the cash payment actually being dispersed. Funds are often encumbered from one year to another, based on an anticipated expense.

EXPENDITURE:

Payment in cash for current operating expenses, debt, and capital outlays.

Employee benefit expenditures in the budget are the Town's share of employees' fringe benefits, including FICA, health insurance, life insurance, retirement, deferred compensation, unemployment, disability insurance, workers' compensation.

EXPENSES:

Charges incurred, whether paid or unpaid, for operations, maintenance, interest and other charges which are presumed to benefit the current fiscal year.

FAIR LABOR STANDARDS ACT (FLSA):

The FLSA sets minimum wage, overtime pay, recordkeeping, and youth employment standards for employment subject to its provisions. Non-exempt, covered employees must be paid at least the minimum wage and not less than one and one-half times their regular rates of pay for overtime hours worked.

FEES

A general term used for any charges levied by the Town associated with providing a service permitting an activity, or imposing a fine or penalty. Major types of fees include business and non-business licenses, fines, and user charges.

FISCAL POLICY:

The Town government's policies with respect to taxes, spending and debt management as these relate to government services, programs, and capital investment. Fiscal policy provides an agreed upon set of principles for the planning and programming of government budgets and their funding.

FISCAL YEAR:

In the Town of Rockport, the twelve months beginning July 1 and ending the following June 30.

FUND:

A fiscal and accounting entity with a self-balancing set of accounts which is segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations.

FUND BALANCE:

The excess of a fund's assets over its liabilities and reserves. The excess balance is often referred to as "surplus". A negative fund balance is sometimes called a "deficit".

GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP):

Government accounting and financial reporting is guided by what are referred to as "generally accepted accounting principles" (GAAP) applicable to governmental units. These standards were formulated through the voluntary action of several professional groups and are evaluated and updated by the Government Accounting Standards

GENERAL FUND:

Accounts for the general operations of the Town. This fund accounts for all financial transactions and resources not required to be accounted for in an enterprise fund.

GOAL:

A long-range desirable development attained by time-phased objectives designed to implement a strategy.

GOVERNMENTAL ACCOUNTING STANDARDS BOARD (GASB):

The ultimate authoritative accounting and financial reporting standard-setting body for state and local governments.

GOVERNMENT FINANCE OFFICERS ASSOCIATION (GFOA):

An association of public finance professionals founded in 1906 as the Municipal Finance Officers Association. The GFOA has played a major role in the development and promotion of GAAP for state and local government since its inception and has sponsored the Certificate of Achievement for Excellence in Financial Reporting

GOVERNMENTAL FUNDS:

Funds generally used to account for tax-supported activities. There are five types of governmental funds: the general fund, special revenue funds, debt service funds, capital project funds, and permanent funds.

GRANT:

A contribution of assets (usually cash) by one governmental unit or other organization to another. Typically, these contributions are made to local governments from the state and federal governments.

INTERGOVERNMENTAL REVENUES:

Revenue from other governments primarily Federal and State grants, but also payments from other local governments.

INVESTMENT:

Securities and real estate purchased and held for the production of income in the form of interest, dividends, rentals or base payments.

LIABILITY:

Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed or refunded at some future date, not including encumbrances.

LINE ITEM:

A specific expenditure category within a departmental budget, i.e. rent, travel, telephone, postage, printing, or office supplies. Defined by an appropriation number.

OTHER CONTRACTUAL SERVICES:

A category of account codes which includes items such as alarm/security monitoring, street lights, public agency funding, government and school assessments, and miscellaneous grants.

PERSONNEL SERVICES:

A category of account codes which identifies various classification of wages, salaries, and overtime expenses.

POSITION:

Placement of position within town government, describing duties and responsibilities to be performed by a person on a full-time, part-time, seasonal, temporary, or stipend basis. For the purpose of the Town's budget, the following definitions are used solely in describing the status and funding of positions:

Full-time Employee: Appointment of a budgeted position to work a standard work week of no less than 40 hours on a continuing and indefinite basis. All benefits apply in conformity with established personnel policy.

Part-time Employee: Appointment of a budgeted position to work less than a standard work week on a continuing basis. Part-time employees are paid only for hours actually worked, and are not eligible for any other benefits except those mandated by federal and state laws.

Temporary Employee: Appointment to work a standard work week, or less, on a regular basis but for a definite limited period of time, usually not to exceed six (6) months. Temporary employees are paid for hours worked and overtime is paid where applicable, but they receive no other benefits except those mandated by federal and state laws.

Seasonal Employee: Appointment to a temporary position on a seasonal basis. The employee is terminated at the end of the applicable season, and such employees are paid only for hours actually worked, and are not eligible for any other benefits except those mandated by federal and state laws.

On-Call Employee: Appointment to work on an intermittent and as-needed basis. Employees who are on call do not have a regular schedule but work as available and as needed. Such employees are paid only for hours worked or by annual stipend, and are not eligible for any other benefits except those mandated by federal and state laws.

Contracted Individual: Retained under a contract between the Town and the individual. Such individual receives payments as negotiated by contract, and has no claim to benefits, except as specifically negotiated.

PROPOSED BUDGET:

The recommended budget submitted by the Town Administrator to the Wastewater Commissioners.

PURCHASED AND CONTRACTUAL SERVICES:

A category of account codes which reflects services provided by contract (either written or verbal); subcontracts, advertising, printing, mileage reimbursement, training costs, and other services.

REVENUE:

Funds which the government receives as income. It includes such items as fees from specific services, property taxes, grants and interest income.

SALARIES AND WAGES:

FLSA Exempt Employees are paid a salary based on the work week; FLSA Non-Exempt Employees are paid hourly wages, subject to wages and overtime provisions of FLSA.

SUPPLIES:

Supplies includes supplies of all types, which are consumed or deteriorated through use or which lose their identity through fabrication or incorporation into different or more complex units or substances.

TAX INCREMENTAL FINANCING DISTRICT (TIF):

Financing mechanism used to finance certain public improvements throughout a certain area defined within the town. Expenditures from these projects are recouped in future years via an incremental tax levied upon the districts "captured assessed value" at the inception of the TIF agreement.

UNENCUMBERED BALANCE:

The year-end cash balance of a fund less outstanding encumbrances. The unencumbered balance at year-end in a fund together with the estimated revenues for the upcoming year determine the maximum amount available for appropriation in the next year's budget.

UNAPPROPRIATED FUND BALANCE:

Fund balance at the close of a fiscal year that is not included in the annual budget.

