Jim McKay

From:

Kristen Mucciarone < kmucciarone@charlesriverpcd.org>

Sent:

Tuesday, October 20, 2020 8:30 AM

To:

Jim McKay

Cc:

Elizabeth Taglieri

Subject: Attachments: FY 2021 Town Assessment Millis 2021 Assessment.pdf

Hi Jim,

Attached is the Town of Millis' FY 2021 assessment. Pages 2 and 3 show the breakdown of where the O&M monies are applied. The District calculates the percent share using the flow and monthly sampling data from each towns sewer from the previous calendar year and makes a weighted average based on each parameter tested for (total suspended solids, ammonia, total phosphorus and biological oxygen demand) and flow. The projected wastewater assessment is then broken up by town based on their percent share.

Page 4 and 5 show the break down of the capital assessment. The capital cost includes loans from our recent upgrade to the facility, capital improvement plans and a contingency amount for any unforeseen cost. The capital cost also includes any work done to the District owned interceptors which are assessed based on the reserved capacity owned by each town in the interceptor. As you can see in FY21 Millis does not own any reserved capacity in the Mine Brook Interceptor Subsystem which is currently being inspected. The capital monies are assessed based on reserved capacity owned by each town.

Please feel free to call me to discuss if any of this needs any clarification.

Thanks,

Kristen Mucciarone, P.E.

District Engineer/IPP Coordinator Charles River Pollution Control District 66 Village Street Medway, MA 02053 Office: 508-533-6762 x 21

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Charles River Pollution Control District

Franklin · 1973 · Medway

March 16, 2020

Mr. Michael Guzinski **Town Administrator** Town of Millis 500 Main Street Millis, Massachusetts 02054

Re: Fiscal Year 2021 Assessment

Dear Mr. Guzinski:

This correspondence details the Charles River Pollution Control District's budget needs for the Operation and Maintenance (O&M) and Capital Costs for Fiscal Year 2021 (July 1, 2020 to June 30, 2021). The following table details the District's total Fiscal Year 2021 budget:

Operation and Maintenance

| Administration | \$301,840 |
|--------------------------------|-------------|
| O&M Salaries | 1,062,520 |
| Utilities/Fuel | 611,600 |
| Chemicals | 478,140 |
| Maintenance | 373,420 |
| Sludge disposal (off-site) | 916,340 |
| Subtotal | \$3,743,860 |
| Capital Projects | |
| Treatment Facility (SRF Loans) | |
| Phase A & B | 192,520 |
| Phase C* | 1,420,270 |
| Administrative Fee | 31,740 |
| Phase C Design Loan | 153,400 |
| MBI I/I Repairs | 120,000 |
| 495 P.S Pump | 30,000 |
| CIP | 170,000 |
| Contingency | 100,000 |
| Subtotal | \$2,217,930 |
| Total | \$5,961,790 |

Phase C includes SRF Loans for \$13M, \$8.7M and \$1.8M I/I - Infiltration/Inflow SRF - State Revolving Fund

495 P.S. - Pump Station CIP - Capital Improvement Projects The District's Fiscal Year 2021 total budget is 1.9% lower than last year. The District's O&M budget and capital budget is 1.4% higher and 7.0% lower than last year, respectively.

Operation & Maintenance

In regards to the O&M portion of the District's Fiscal Year 2021 budget, below is a table which provides more detail of the District's projected O&M expenditures.

| | FY 2020 | FY 2021 |
|--------------------------------|-------------|-------------|
| Administration | | |
| Administration Salaries | \$11,990 | \$12,250 |
| Professional Services | 39,500 | 46,500 |
| Office Supplies | 22,200 | 22,200 |
| Telephone | 8,750 | 10,350 |
| Engineering | 40,000 | 40,000 |
| Insurance | 130,360 | 136,740 |
| General Expenses | 35,800 | 33,800 |
| subtotal | \$288,600 | \$301,840 |
| O&M Salaries | | |
| Salaries | \$743,310 | \$726,210 |
| Group Insurance | 120,130 | 122,470 |
| Other Post-Employment Benefits | 5,000 | 5,000 |
| Worker's Compensation | 22,000 | 20,000 |
| Retirement Fund | 176,400 | 188,840 |
| subtotal | \$1,066,840 | \$1,062,520 |
| Utilities/Fuel | | |
| Electrical | \$572,380 | \$560,100 |
| Heating Oil | 45,000 | 45,000 |
| Water | 5,000 | 2,000 |
| Vehicle Fuels | 4,500 | 4,500 |
| subtotal | \$626,880 | \$611,600 |
| Chemicals | \$443,870 | \$478,140 |
| Maintenance | | |
| Uniform Rental | \$10,500 | \$8,000 |
| Laboratory Expense | 29,000 | 29,000 |
| Contract Services | 95,010 | 92,420 |
| Building/Grounds | 244,000 | 244,000 |
| subtotal | \$378,510 | \$373,420 |
| Sludge Disposal | \$888,420 | \$916,340 |
| Total | \$3,693,120 | \$3,743,860 |

The table below outlines the District's net wastewater assessment and the District's estimated allocation of this assessment to the Towns of Franklin, Medway, Millis and Bellingham. These percentages may change yearly due to results from the sampling and testing of the wastewater from each town.

| Projected O&M Expenditures | \$3,743,860 |
|--------------------------------------|-------------|
| Industrial Monitoring Fees | 4,400 - * |
| IPP Permit Fees | 900 - |
| Projected Net Metering Credits | 75,000 - |
| Projected Septage Assessments | 383,720 - |
| Projected I-495 WWPS Assessments | 52,770 - |
| Projected New Wastewater Assessments | \$3,227,070 |

^{*} Charged to the Town of Franklin for Garelick Farms' monitoring.

| | | Wastewater | I-495 | I-495 | | |
|------------|---------------|-------------|---------------|-------------|-------------|----|
| Town | Percent Share | Assessments | Percent Share | Assessments | O&M Total | |
| Bellingham | 5.3% | \$171,040 | 25.0 | \$13,190 | \$184,230 | |
| Franklin | 66.4% | 2,142,770 | 75.0 | 39,580 | 2,186,750 | * |
| Medway | 1 8.7% | 603,460 | 0.0 | 0 | 603,460 | ** |
| Millis | 9.6% | 309,800 | 0.0 | 0 | 309,800 | _ |
| Total | 100.0% | \$3,227,070 | 100.0 | \$52,770 | \$3,284,240 | |

^{*} Franklin's O&M assessment includes unmetered flow from 332 homes @ 300 gpd/home and \$4,400 for industrial monitoring

The table below shows the 2019 annual volume of wastewater from each community and the associated projected cost to treat each million gallon,

| | Volume | Cost |
|------------|-------------|-----------|
| Town | (mgal/year) | (\$/mgal) |
| Bellingham | 84 | \$2,036 |
| Franklin | 1,014 | 2,113 |
| Medway | 332 | 1,818 |
| Millis | 140 | 2,213 |
| Total | 1,570 | \$2,055 |

^{**}Medway's O&M assessment includes unmetered flow from 575 homes @ 300 gpd/home from January 1, 2019 through June 11, 2019. Medway installed 3 flow meters which captured 476 of the unmetered homes which data was included from June 11, 2019 through December 31, 2019 with 99 homes @ 300 gpd/home remaining unmetered.

Capital Projects

The capital projects portion of the Fiscal Year 2021 budget includes the assessments for:

- (1) Payments to the MCWT for the SRF loan for the construction and construction services costs for Phases A and B of the Capital Improvement Plan (CIP),
- (2) Payments to the MCWT for the SRF loans for the construction and construction service costs for \$13 million, \$8.7 million and \$1.8M loans for Phase C of the CIP,
- (3) Administrative fees associated with the SRF loans,
- (4) Payments for the \$1.95M general obligation bond for the design of Phase C of the CIP.
- (5) Monies for capital improvement projects,
- (6) Contingency monies for unforeseen costs,
- (7) Monies to perform I/I repairs in the Mine Brook Interceptor Subsystem,
- (8) Monies to replace one pump at the 495 Pump Station.

The Capital Improvement Plan, a three-phased project (A, B and C), encompassed plant-wide improvements to meet more stringent permit limits, improve safety and reliability as well as maintain the current operation of the facility. Phase A of the CIP focused on preliminary and primary treatment and safety improvements, Phase B capped the on-site residuals landfill and Phase C concentrated on improving the phosphorus removal processes and increasing the reliability of the treatment facility by extending the life of the equipment. All phases of the project have been completed.

A contingency amount was added to the capital projects for unforeseen cost. This was added due to significant unforeseen repairs required over the last few years like the secondary clarifiers.

An Infiltration/Inflow (I/I) study was conducted by CDM Smith for the District's Interceptors in 2013. The District has completed the I/I repairs for the Charles River Interceptor (CRI) subsystem which was identified as the highest peak infiltration and inflow subsystem. The study had identified the Mine Brook Interceptor (MBI) subsystem as the next highest peak infiltration. The District is awaiting prices from the request for proposals for the MBI subsystem manhole, CCTV and MSI inspection. The District has budgeted \$120,000 to perform the repairs to the MBI subsystem in FY 2020.

The District's capital project assessments in Fiscal Year 2021 were determined by the reserved capacity owned by each town as shown in the following table. Additionally, the I/I assessment was calculated by the reserved capacity owned by each town in the interceptor.

Allocation for Capital Costs

| | Percent | Phase | Phase | | Phase C | | |
|------------|---------|-----------|-------------|-----------|-----------|-----------|-------------|
| Town | Share | A&B | C * | Admin Fee | Design | CIP | Contingency |
| Bellingham | 6.6 | \$12,710 | \$93,740 | \$2,100 | \$10,120 | \$11,220 | \$6,600 |
| Franklin | 63.9 | 123,010 | 907,550 | 20,280 | 98,030 | 108,630 | 63,900 |
| Medway | 16.75 | 32,240 | 237,900 | 5,320 | 25,700 | 28,470 | 16,750 |
| Millis | 11 | 21,180 | 156,230 | 3,490 | 16,870 | 18,700 | 11,000 |
| Norfolk | 0.85 | 1,640 | 12,070 | 270 | 1,300 | 1,440 | 850 |
| Dover | 0.45 | 870 | 6,390 | 140 | 690 | 770 | 450 |
| Sherborn | 0.45 | 870 | 6,390 | 140 | 690 | 770 | 450 |
| Total | 100 | \$192,520 | \$1,420,270 | \$31,740 | \$153,400 | \$170,000 | \$100,000 |

I/I Repairs Mine Brook Interceptor Subsystem

| Town | Percent Share | I/I Repairs |
|------------|---------------|-------------|
| Bellingham | 50.43 | \$60,520 |
| Franklin | 47.42 | 56,900 |
| Medway | 2.15 | 2,580 |
| Total | 100 | \$120,000 |

The District projects approximately \$223,700 will be collected for capital projects from septage revenues in Fiscal Year 2021.

| Town | Subtotal | Septage Revenue | Total |
|------------|-------------|-----------------|-------------|
| Bellingham | \$218,010 | \$20,870 | \$197,140 |
| Franklin | 1,387,300 | 100,860 | 1,286,440 |
| Medway | 348,960 | 39,010 | 309,950 |
| Millis | 227,470 | 26,770 | 200,700 |
| Norfolk | 17,570 | 17,570 | 0 |
| Dover | 9,310 | 9,310 | 0 |
| Sherborn | 9,310 | 9,310 | 0 |
| Total | \$2,217,930 | \$223,700 | \$1,994,230 |

FY 2021 Assessment

Please find below a comparison of each town's total O&M and capital assessments for FY 2020 and FY 2021.

Assessment Summary Fiscal Year 2020

| Town | O&M | Capital Improvements | Total | |
|--------------|-------------|----------------------|-------------|---|
| Bellingham | \$168,680 | \$190,520 | \$359,200 | |
| Franklin | 2,394,910 | 1,433,010 | 3,827,920 | |
| Medway | 510,350 | 352,400 | 862,750 | |
| Millis | 276,580 | 230,000 | 506,580 | |
| Norfolk | 0 | 0 | 0 | |
| Dover | 0 | 0 | 0 | |
| Sherborn | 0 | 0 | 0 | |
| Septage | 266,500 | 179,470 | 445,970 | |
| IPP Permits | 1,100 | 0 | 1,100 | |
| Net Metering | 75,000 | 0 | 75,000 | _ |
| Total | \$3,693,120 | \$2,385,400 | \$6,078,520 | |

Assessment Summary Fiscal Year 2021

| Town | O&M | Capital Improvements | Total | |
|--------------|-------------|----------------------|-------------|--|
| Bellingham | \$184,230 | \$197,140 | \$381,370 | |
| Franklin | 2,186,750 | 1,286,440 | 3,473,190 | |
| Medway | 603,460 | 309,950 | 913,410 | |
| Millis | 309,800 | 200,700 | 510,500 | |
| Norfolk | 0 | 0 | 0 | |
| Dover | 0 | 0 | 0 | |
| Sherborn | 0 | 0 | 0 | |
| Septage | 383,720 | 223,700 | 607,420 | |
| IPP Permits | 900 | 0 | 900 | |
| Net Metering | 75,000 | 0 | 75,000 | |
| Total | \$3,743,860 | \$2,217,930 | \$5,961,790 | |

The next page details the billing schedule for fiscal year 2021 and summarizes the projected quarterly assessments by the District to the Town of Millis in Fiscal Year 2021 for both O&M and capital projects. The net total assessments to the Town of Millis for O&M and capital projects are \$309,800 and \$200,700, respectively.

Millis Billing Schedule July 1, 2020 to June 30, 2021

Millis Billing Schedule

| | O&M Assessment | Capital Assessment | Total |
|----------------------|----------------|--------------------|-----------|
| July 15, 2020 | | | |
| O&M Costs | \$105,670 | | \$105,670 |
| CIP | | 18,700 | 18,700 |
| Phase A & B Loan | | 2,420 | 2,420 |
| Phase C Loans | m= 104 (3th | 10,811 | 10,811 |
| SRF Loans Admin Fees | 1000 | 1,750 | 1,750 |
| Phase C Design Loan | | 14,570 | 14,570 |
| subtotal | \$105,670 | \$48,251 | \$153,921 |
| October 15, 2020 | | | |
| O&M Costs | \$68,050 | | \$68,050 |
| Phase A & B Loan | *** | 18,760 | 18,760 |
| Phase C Loans | | 125,341 | 125,341 |
| SRF Loans Admin Fees | | 1,740 | 1,740 |
| Phase C Design Loan | | 2,300 | 2,300 |
| subtotal | \$68,050 | \$148,141 | \$216,191 |
| January 15, 2021 | | | |
| O&M Costs | \$68,040 | | \$68,040 |
| Contingency | | 2,154 | 2,154 |
| subtotal | \$68,040 | \$2,154 | \$70,194 |
| April 15, 2021 | | | |
| O&M Costs | \$68,040 | | \$68,040 |
| Contingency | | 2,154 | 2,154 |
| subtotal | \$68,040 | \$2,154 | \$70,194 |
| Total | \$309,800 | \$200,700 | \$510,500 |

Fiscal Year 2021 Assessment

If you have any questions concerning the District's Fiscal Year 2021 assessment, please do not hesitate to contact me.

Sincerely,

Elizabeth Taglieri, P.E.

Executive Director

Cc: James McKay, Director of Millis Public Works

| | 56 57 TOTALS | 54 2036 I 55 TOTAL | 52 TOTAL | 51 2035 | 50 2035 P | | 48 2034 1 | | | 44 2033 P | 43 TOTAL | 41 2032 P | 40 TOTAL | | 38 2031 P | 37 TOTAL | 35 2030 P | 34 TOTAL | 32 2029 P | 31 TOTAL | 30 2028 | 29 2028 P | 28 TOTAL | 26 2027 P | 25 TOTAL | 23 2026 P | 22 TOTAL | 20 2025 P | 19 TOTAL | 17 2024 P | 16 TOTAL | 15 2023 ! | 14 2022 P | 12 2022 | 11 2022 P | 10 TOTAL | 8 2021 P | 7 7 700% 1000 | 5 5 5 | ω 4 | N | A |
|----------------|------------------------------------|--------------------------------|--------------|------------|-------------|--------------------|------------|------------|------------|-------------|--------------------|------------|--------------------|------------|-------------|--------------------|-------------|--------------------|------------|--------------------|------------|-------------|---------------------|--------------|---------------------|--------------|---------------------|--------------|---------------------|-------------|---------------------|-------------|--------------|--------------------|--------------|---------------------|-----------------------------|---------------|-----------------------|------------------------------|--------------------|----------|
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 000 | 卫 | | AUGUST 2010 BOND | В |
| | \$0.00 \$66,300.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | \$66,300.00 | \$65,000.00 | 9 | Area | | DBOND | je je |
| | \$48,600.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | \$15,600.00 | \$600.00 | \$15,000.00 | \$1,200.00 | | C/A | \$15,000.00 | Tallain | Sewer Capacity | | FEB 2013 BOND | D |
| \$515,000,00 | \$655,037.50 | \$450.00 | OO.OCC,TC¢ | \$1,350.00 | \$30,000.00 | \$32,250.00 | \$2,250.00 | OUTOET SEC | \$3,150.00 | \$30,000.00 | \$33,937.50 | \$3,937.50 | \$34,875.00 | \$4,875.00 | \$30,000.00 | \$36,075.00 | \$30,000.00 | \$37,275.00 | \$7,275.00 | \$38,475.00 | \$8,475.00 | \$30,000.00 | \$44,775.00 | \$35,000.00 | \$46,175.00 | \$35,000.00 | \$47,750.00 | \$35,000.00 | \$49,500.00 | \$14,500.00 | \$51,250.00 | \$16,250.00 | \$35,000,00 | \$18,000.00 | \$35,000.00 | \$54,750.00 | \$35,000.00 | A OF L | Station Water St | Sewer Pump | JULY 2 | |
| \$525,000.00 | \$607,875.00 | | | | | | | | | | | | | | | | | | | | | | \$76,500.00 | \$75,000.00 | \$79,500.00 | \$75,000.00 | \$82,875.00 | \$75,000.00 | \$86,625.00 | \$11,625.00 | \$90,375.00 | \$15,375.00 | \$75,000.00 | \$19,125.00 | \$75,000.00 | \$97,875.00 | \$75,000.00 \$22.875.00 | Escalistoli | Sewer | Refunded from 2006 Area E | JULY 2016 BOND | F |
| \$150,000 00 | \$161.250.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | \$51,250.00 | \$1,250 00 | \$50,000.00 | \$53,750,00 | \$50,000.00 | \$56,250.00 | \$50,000 00 | ď | Infiltration & Inflow | Sewer | NOVEMBER 2018 BOND | G G |
| \$1,300,000.00 | \$1,539,062.50 SEWER ENTERPRISE | \$450.00 \$30,450.00 FY2036 | \$30,000,000 | \$1,350.00 | \$30,000.00 | \$32,250.00 FY2034 | \$2,250.00 | OU UUU UES | \$3,150.00 | \$30,000.00 | \$33,937.50 FY2032 | \$3,997.50 | \$34,875.00 FY2031 | | | \$36,075.00 FY2030 | \$30,000.00 | \$37,275.00 FY2029 | \$7,275.00 | \$38,475.00 FYZUZB | | \$30,000.00 | \$121,275,00 FY2027 | \$110,000.00 | \$125,675,00 FY2026 | \$110,000.00 | \$130,625.00 FY2025 | \$110,000.00 | \$136,125,00 FY2024 | \$26,125.00 | \$208,475.00 FY2023 | \$33,475.00 | \$175,000.00 | \$42,075.00 FY2022 | \$175,000.00 | \$291,975.00 FY20Z1 | \$240,000.00 \$51,975.00 | | TOTALS | | | H |

10/21/2020 1:26 PM