



Town of Montague
Department, Board, Committee, Commission
BUDGET NARRATIVE

FY 22

Complete this form electronically! Be clear and concise!

Department: WPCF Submitted by: Chelsey Little updated: 12/22/2020

1. Please describe and provide the rationale for any substantial changes in your FY22 line item budget submission.

Staffing: As the facility requires a heavy amount of filing, reporting, data entry, work order review, billing, septage, and other substantial administrative work, the facility requests that the part time admin asst position return to a full time position, as it was prior to 2018.

Capital Outlay: The facility is looking into a lease-to-own option for a new screw press, used for removing sludge/waste. The lease payments need to be factored into the budget over the next several years.

Retained Earnings: Under a new enterprise fund policy, the facility would like to create a line item solely for retained earnings. This aids in keeping the need and use of an enterprise fund retained earnings transparent and accounted for. Saving 6% of the operating budget is one rule of thumb used to calculate this budget item, although other methods can be reviewed and considered. With the heavy need of future capital projects, it is important to have an amount sufficient to both allow for emergency funds for expensive equipment, but also to aid in minimizing large increases over short periods of time for rate payers.

2. Did you receive funding for any special articles in FY21? What is the status of those expenditures/investments?

\$51,000 Oil Tank and Vault Removal: Project was completed in September, with no issues.

\$100,000 Aeration Course Bubble: In correlation with DEP Gap II Grant, still in progress defining project scope.

\$40,000 Primary Sludge Pump: In progress, new controls for pump have been installed, new pump to come next.

3. Did you receive funding for a discretionary account in FY21? What have you purchased to date, at what cost? Looking forward in FY22, what do you expect to purchase at what cost?

The facility currently does not have a discretionary account.

4. To-date in FY21, has your department experienced any notable successes, such as improving or providing new programs or services, or implementing new technologies? If so, please describe.

With CARES ACT funding, the facility was able to complete a fiber optics network and communications project, which links phones and internet from the admin building to the operations building. This not only keeps information passing more efficiently between buildings, but also protects staff members who can now remain distant of each other without the loss of communication.

Pump Station controls have been updated for Tech School, lake pleasant, and Denton street pump stations. These controls aid in remotely viewing and accessing information from pump stations by operators.

A new pump station remote server for communications is now utilized through the WPCF, and without third party interference.

Primary Sludge Pump #2 had controls installed in preparation of the new replacement pump.

The removal of a compromised 6000-gallon underground oil tank and vault, located at the front of the admin building, was completed. As part of the project, new fuel oil tanks and storage were installed inside the admin building prior to the removal of the old underground tank.

The iconic spinning screw pump covers were cleaned and re-painted blue with white stripes.

The obsolete alarm panel system from the 80's was disassembled and removed from the administrative building's office.

The facility was able to purchase a milling machine, which it uses to rehab and build critical parts for facility and pump station repairs, saving significant expenses that originate with customized parts.

The facility continues to work with Erving, and Millers Falls in order to minimize inflow and infiltration issues experienced in that town.

5. Are there challenges to your department's ability to meet its goals and objectives that are due to its FY21 operating budget? If so, offer your recommendation(s) for improving the situation.

Solids removal is always a challenge for the facility as it is expensive and limited to a small number of disposal options and sites. This creates a fine line where the facility needs to waste solids in order to maintain permit compliance, but also needs to be cognizant with the budget restrictions. In order to improve the situation, the facility plans on securing a new press which will dewater and thicken sludge into cake, then compost the waste cake in order to both offset the disposal cost of solids, while continuing to conserve the environment through nutrient recycling.