

## **SANITATION**

### **Section I**

The total change in Sanitation Fund expenditures in FY 2006/07 is a decrease of \$628,464 or -9.6% compared to the current year adopted budget.

The decrease is in large part a result of an accounting change which allows for the full funding of the final closure costs to be reflected with more clarity.

# SANITATION FUND SUMMARY

## Description:

The Sanitation Department is responsible for overseeing the collection and disposal of residential refuse and recyclable materials, the operation of the Manchester landfill, the composting of leaves and marketing of the end product, and the collection of household hazardous wastes. As an enterprise fund, all activities of the Sanitation Department are entirely funded through user fees. The Sanitation Department also administers the reimbursement for refuse collection to condominium owners.

## Budget Commentary:

The Sanitation Fund budget for FY 2006/07 is adopted at \$5,903,296, which is a **decrease of \$628,464, or -9.6%**, compared to the current year budget. A modest increase in projected operating revenues in combination with a financial restructuring of the Sanitation Fund will result in a decrease in the Use of Net Assets in FY 2006/07.

The budget adopts a different accounting approach to closure. Unlike the current and prior year budgets, the adopted budget for FY 2006/07 does not include a transfer to reserve for eventual closure of the landfill. Current assets in the Sanitation Fund earmarked for closure in the past plus a one-time additional contribution is sufficient to cover the current projected cost of closure. Therefore, segregating these earmarked assets in a separate reserve fund which will accrue its own interest to keep current with inflation is recommended. In this way, closure is now fully funded going forward offsetting the substantial liability the Town will face.

Absent the financial restructuring of the Sanitation Fund, the budget would have increased by 1.9%. While the elimination of the transfer for closure reserve lowers overall expenditures and the Use of Net Assets, the creation of the closure fund will result in a reduction to the Sanitation Fund's Net Assets.

The combined Personal Services and Employee Benefits objects provide an **increase of \$44,250, or 5.8%**, and represent the cost of existing personnel with a salary adjustment for non-union employees and the estimated or actual collective bargaining agreement required increase for unionized employees with the following significant adjustment:

- The reclassification of the Working Foreman position to Work Coordinator adds \$4,347.

The combined Purchased Services and Supplies objects have **increased by \$154,084, or 3.6%**, with the following significant adjustment:

- An increase of \$26,270 in gas and diesel expenses.

## SANITATION SUMMARY

<b>Revenues</b>	<b>Collected 2004/05</b>	<b>Adopted 2005/06</b>	<b>Revised Estimate 2005/06</b>	<b>Manager's Recommended 2006/07</b>	<b>Adopted 2006/07</b>
Permits	165,688	182,000	157,000	173,400	173,400
Tipping Fees	5,016,026	5,039,260	5,105,866	5,142,900	5,142,900
Interest on Investments	172,741	360,000	350,000	25,000	25,000
Sewer Sludge Disposal	180,000	240,000	240,000	240,000	240,000
Curbside/Town Bldg Collection	-	-	-	-	-
Other	238,661	160,000	195,700	216,400	216,400
Use of Fund Balance	-	550,500	381,087	105,596	105,596
<b>TOTAL</b>	<b>\$5,773,116</b>	<b>\$6,531,760</b>	<b>\$6,429,653</b>	<b>\$5,903,296</b>	<b>\$5,903,296</b>

<b>Expenditures by Object</b>	<b>Expended 2004/05</b>	<b>Adopted 2005/06</b>	<b>Estimated Expenditures 2005/06</b>	<b>Manager's Recommended 2006/07</b>	<b>Adopted 2006/07</b>
Personal Services	569,877	578,472	516,004	591,009	591,009
Employee Benefits	177,500	183,544	179,836	215,257	215,257
Operating Expenses	4,041,816	4,281,284	4,245,353	4,435,368	4,435,368
Debt Service	-	-	-	-	-
Interfund Transfers	1,485,844	1,488,460	1,488,460	661,662	661,662
<b>TOTAL</b>	<b>\$6,275,037</b>	<b>\$6,531,760</b>	<b>\$6,429,653</b>	<b>5,903,296</b>	<b>5,903,296</b>

<b>Expenditures by Function</b>	<b>Expended 2004/05</b>	<b>Adopted 2005/06</b>	<b>Estimated Expenditures 2005/06</b>	<b>Manager's Recommended 2006/07</b>	<b>Adopted 2006/07</b>
Administration	2,004,479	2,105,967	1,939,930	1,244,038	1,244,038
Refuse Collection	3,268,971	3,362,484	3,366,603	3,430,600	3,430,600
Refuse Disposal	675,611	672,759	761,870	808,758	808,758
Recycling	262,473	317,500	286,250	343,500	343,500
Equipment	-	-	-	-	-
Hazardous Wastes	63,503	73,050	75,000	76,400	76,400
<b>TOTAL</b>	<b>\$6,275,037</b>	<b>\$6,531,760</b>	<b>\$6,429,653</b>	<b>\$5,903,296</b>	<b>\$5,903,296</b>

## SANITATION SUMMARY

<b>Full Time Positions</b>	<b>Authorized</b>	<b>Authorized</b>	<b>Funded 2004/05</b>	<b>Authorized</b>	<b>Funded 2006/07</b>
	<b>2004/05</b>	<b>2005/06</b>		<b>2006/07</b>	
Director of Field Operations	0.50	0.50	0.50	0.50	0.50
Sanitation Administrator	1.00	-	-	-	-
Foreman	1.00	1.00	1.00	-	-
Work Coordinator	-	-	-	1.00	1.00
Administrative Technician	-	1.00	1.00	-	-
Senior Account Associate	0.50	0.50	0.50	1.50	1.50
Maintainer II	3.00	3.00	3.00	3.00	3.00
Clerical Assistant	1.00	1.00	1.00	2.00	2.00
Maintainer III	1.00	1.00	1.00	1.00	1.00
Environmental Control Assistant	1.00	1.00	1.00	-	-
<b>Total</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>

<b>Part-Time/Temporary Staff</b>	<b>Estimated</b>	<b>Budgeted</b>
	<b>2005/06</b>	<b>2006/07</b>
Full Time Equivalents	0.50	0.50

Part-Time/Temporary staffing consists of one quarter-time employee plus summer employees.

# SANITATION ADMINISTRATION

**Description:**

Administration includes funds for supervision and planning of the entire Sanitation Fund, insurance costs, and contributions to the Sanitation Reserve Fund for capital projects, and equipment.

<b>Expenditures by Object</b>	<b>Expended 2004/05</b>	<b>Adopted 2005/06</b>	<b>Estimated Expenditures 2005/06</b>	<b>Manager's Recommended 2006/07</b>	<b>Adopted 2006/07</b>
Personal Services	221,962	206,819	161,250	169,357	169,357
Employee Benefits	70,809	68,688	46,770	62,716	62,716
Purchased Services	223,691	259,500	238,700	263,803	263,803
Supplies	2,173	-	2,250	4,000	4,000
Equipment	-	2,500	2,500	2,500	2,500
Sundry Services	1,485,844	1,568,460	1,488,460	741,662	741,662
Debt Service	-	-	-	-	-
<b>TOTAL</b>	<b>\$2,004,479</b>	<b>\$2,105,967</b>	<b>\$1,939,930</b>	<b>\$1,244,038</b>	<b>\$1,244,038</b>

**SUNDRY SERVICES SUMMARY**

	<b>Expended 2004/05</b>	<b>Adopted 2005/06</b>	<b>Estimated Expenditures 2005/06</b>	<b>Manager's Recommended 2006/07</b>	<b>Adopted 2005/06</b>
Transfer to MSIP	231,523	231,523	231,523	239,626	239,626
Transfer to Reserve	1,000,000	1,000,000	1,000,000	250,000	250,000
Transfer to General Fund	176,453	176,453	176,453	84,156	84,156
Transfer to Info Systems	77,868	80,484	80,484	87,880	87,880
Contingency	-	80,000	-	80,000	80,000
<b>TOTAL SUNDRY SERVICES</b>	<b>\$1,485,844</b>	<b>\$1,568,460</b>	<b>\$1,488,460</b>	<b>\$741,662</b>	<b>\$741,662</b>

## SANITATION - REFUSE COLLECTION

**Description:**

The Refuse Collection function includes funds for contracted curbside collection of municipal solid waste, yard waste and recycling, Town building collection and waste disposal at CRRA. Funds are also included for all reimbursements to condominiums and apartments (prior to FY 2004/05, reimbursements were distributed across the Refuse Collection and Recycling divisions).

<b>Expenditures by Object</b>	<b>Expended 2004/05</b>	<b>Adopted 2005/06</b>	<b>Estimated Expenditures 2005/06</b>	<b>Manager's Recommended 2006/07</b>	<b>Adopted 2006/07</b>
Personal Services	-	-	-	-	-
Employee Benefits	-	-	-	-	-
Purchased Services	3,268,971	3,362,484	3,366,603	3,430,600	3,430,600
Supplies	-	-	-	-	-
<b>TOTAL</b>	<b>\$3,268,971</b>	<b>\$3,362,484</b>	<b>\$3,366,603</b>	<b>\$3,430,600</b>	<b>\$3,430,600</b>

## SANITATION - REFUSE DISPOSAL

**Description:**

The Refuse Disposal function includes funds for operation of the landfill, the composting facility, and final cover and closure of portions of the landfill that have been filled to capacity.

<b>Expenditures by Object</b>	<b>Expended 2004/05</b>	<b>Adopted 2005/06</b>	<b>Estimated Expenditures 2005/06</b>	<b>Manager's Recommended 2006/07</b>	<b>Adopted 2006/07</b>
Personal Services	347,915	371,653	354,754	421,652	421,652
Employee Benefits	106,691	114,856	133,066	152,541	152,541
Purchased Services	105,306	62,500	131,000	79,045	79,045
Supplies	115,699	123,750	143,050	155,520	155,520
<b>TOTAL</b>	<b>\$675,611</b>	<b>\$672,759</b>	<b>\$761,870</b>	<b>\$808,758</b>	<b>\$808,758</b>

# SANITATION RECYCLING

**Description:**

The Recycling function includes funds for the recycling of certain wastes at the landfill and transfer area, and the purchase of paper leaf bags. The cost of curbside recyclables collection and the rebate for recycling have been moved to the Refuse Collection section of the Sanitation budget.

<b>Expenditures by Object</b>	<b>Expended 2004/05</b>	<b>Adopted 2005/06</b>	<b>Estimated Expenditures 2005/06</b>	<b>Manager's Recommended 2006/07</b>	<b>Adopted 2006/07</b>
Personal Services	-	-	-	-	-
Employee Benefits	-	-	-	-	-
Purchased Services	208,759	253,500	251,250	278,500	278,500
Supplies	53,714	64,000	35,000	65,000	65,000
<b>TOTAL</b>	<b>\$262,473</b>	<b>\$317,500</b>	<b>\$286,250</b>	<b>\$343,500</b>	<b>\$343,500</b>

## SANITATION - HAZARDOUS WASTES

**Description:**

The Hazardous Waste function includes funding for the CREOC Household Hazardous Waste Collection twelve times per year. Costs are assessed per capita for CREOC operations and per user for waste collection.

<b>Expenditures by Object</b>	<b>Expended 2004/05</b>	<b>Adopted 2005/06</b>	<b>Estimated Expenditures 2005/06</b>	<b>Manager's Recommended 2006/07</b>	<b>Adopted 2006/07</b>
Personal Services	-	-	-	-	-
Employee Benefits	-	-	-	-	-
Purchased Services	63,503	73,050	75,000	76,400	76,400
Supplies	-	-	-	-	-
<b>TOTAL</b>	<b>\$63,503</b>	<b>\$73,050</b>	<b>\$75,000</b>	<b>\$76,400</b>	<b>\$76,400</b>