

DPW Committee Meeting

Department of Public Works FY 2023 Budget

12/14/2021 5:30PM

DPW Committee Attendance:

Alderman Paul Clifford (DPW Committee Chair), Alderman Devon Neary, Alderman Bill Gillam

Others in Attendance:

Alderwoman Sharon Davis

Alderman Matt Whitcomb

Alderman Matt Talbott

Alderman Michael Doenges (by phone)

Mayor David Allaire

James Rotondo, PE, DPW Commissioner

Gail Gorruso, Business Manager

Mary Markowski, City Treasurer

Lynne Holmquist, Assistant Treasurer

Robert Protivansky, Wastewater Treatment Facility Chief Operator

Scott Taggart, Water Filtration Plant Chief Operator

Ted Gillen, Assistant City Engineer

Chris Etori

Jack Crowther

Meeting Opened at 5:30PM

Alderman Clifford introduced Commissioner Rotondo.

Commissioner Rotondo reviewed the presentation packet that was distributed. The specific topics included:

- The priorities involved in the development of the budget.
- The reorganization of the department.
- The equipment that is in need of replacement, which is reflected in the proposed budget.
- The need to increase the traffic sign and pavement markings budget.
- The future elimination of land lease expenses for the Foresters Office and equipment storage.

GENERAL FUND REVIEW

Administration Budget

The Commissioner reviewed the proposed budget.

Q: Alderwoman Davis – Do we have a year-to-date figure on overtime expense?

A: Treasurer Markowski – Currently at \$17.5K

Q: Alderman Whitcomb - What drives the need for overtime?

A: Commissioner Rotondo – There are many times when employees are called in for emergencies, including tree removal and snow plowing. Sometimes Section B employees (admin) will also get called in to serve as riders in the plow trucks.

Q: Alderwoman Davis – Historically what time of year do we see the overtime utilized, winter?

A: Commissioner Rotondo – Yes.

Q: Alderman Neary – Does this budget include the new position?

A: Commissioner Rotondo – Yes, it includes all costs relating to the administration restructuring.

Alderman Neary made a motion to approve account 100-7-30-10, which was seconded and unanimously approved.

Alderman Clifford recognized Jack Crowther.

Q: Jack Crowther – Would the City be covered by injuries resulting from fluoride in the City water supply?

A: Mayor Allaire – We have been repeatedly been informed by the federal government that level of fluoride in the water is not a concern with regards to public health.

Streets Budget

The Commissioner reviewed the proposed budget.

Q: Alderwoman Davis – Why don't we use the equipment capital fund for the new equipment? How much is the fund annually?

A: Treasurer Markowski - \$25K

There was some discussion regarding the equipment replacement needs.

Q: Alderman Clifford: What is the interest rate?

A: Treasurer Markowski: 4%

Q: Alderwoman Davis – Why wouldn't the overtime for administration employees that are plowing, come out of the Streets overtime account, rather than the Administration overtime account? Please consider reallocating overtime from Admin to Streets as needed.

Q: Alderman Whitcomb – Echoed Sharon's concerns.

There was further discussion regarding Kronos timesheet tracking. Treasurer Markowski will provide the Commissioner Rotondo with a report regarding the overtime accounts.

Alderman Neary made a motion to approve account 100-7-30-20, which was seconded and unanimously approved.

Traffic & Street Lights Budget

The Commissioner reviewed the proposed budget.

Alderman Neary made a motion to approve account 100-7-30-40, which was seconded and unanimously approved.

Vehicle Maintenance Budget

The Commissioner reviewed the proposed budget.

The Repair & Maintenance Account was discussed, which is decreasing in the proposed budget.

Alderman Neary made a motion to approve account 100-7-30-50, which was seconded and unanimously approved.

Stormwater

The Commissioner reviewed the proposed budget.

Alderman Neary made a motion to approve account 100-7-30-60, which was seconded and unanimously approved.

Water & Sewer Rate Study

The Commissioner reviewed the proposed rate studies. He discussed the historical rates for each account, as well as the appropriations that were modified or specifically eliminated in FY '23.

Q: Alderwoman Davis – With the installation of all the new meters, will we see additional revenue in the water fund?

A: Business Manager Gorruso – We have not seen an increase, most likely due to the adverse impact to commercial business resulting from the Covid pandemic.

Water Treatment

The Commissioner reviewed the proposed budget.

Q: Alderwoman Davis – What was the increase in salaries due to the reorganization?

A: Commissioner Rotondo – \$5,200 per year.

Q: Alderwoman Davis – Will the actual Liability Costs affect the rate study?

A: Business Manager Gorruso – This will have to be taken into account the following year.

Alderman Neary made a motion to approve account 600-7-32-00, which was seconded and unanimously approved.

Water Distribution

The Commissioner reviewed the proposed budget.

Q: Alderwoman Davis – How is the overtime used?

A: Commissioner Rotondo – Overtime in this division is primarily used for water main breaks and hydrant flushing.

There was discussion regarding the equipment that needs to be purchased to locate water leaks.

Alderman Neary made a motion to approve account 600-7-34-00, which was seconded and unanimously approved.

Water Meter

The Commissioner reviewed the proposed budget.

There was some discussion regarding the savings that will occur now that Fathom is no longer contracted by the City.

Alderman Neary made a motion to approve account 600-7-36-00, which was seconded. Unanimously approved.

Debt Service & Payouts

The Commissioner reviewed the proposed budget.

Q: Alderwoman Davis – Do we have any bonds in the water fund that will be eliminated this year?

A: Treasurer Markowski – There is one in 2023 that will be paid off.

Alderman Gillam made a motion to approve account 600-7-70-00, which was seconded and unanimously approved.

Wastewater Collection

The Commissioner reviewed the proposed budget.

Alderman Neary made a motion to approve account 610-7-31-00, which was seconded and unanimously approved.

Pump Stations

The Commissioner reviewed the proposed budget.

It was pointed out that some of the budget lines were increased to account for the need to hire outside contractors when required.

Alderman Neary made a motion to approve accounts 610-7-31-10 through 610-7-31-18, which was seconded and unanimously approved.

Wastewater Treatment

The Commissioner reviewed the proposed budget.

There was some discussion on the position that was cut in 2007 and the resulting overtime that may be required. There was discussion of training new hires and the overtime that is required.

Q: Alderwoman Davis – Do you anticipate that the proposed overtime is going to be required this year, since you have trained some of the new employees.

A: Chief Operator Protivansky – New employees take multiple years to be adequately trained. In addition, the plant is anticipating the loss of another trained employee soon.

Q: Alderwoman Davis – Is the sludge removal increase due to Casella increase and have we adjusted our fees accordingly?

A: Chief Operator Protivansky – Yes, we increased our rates, while taking the market values into consideration. The sludge disposal revenue should be covering our costs.

Alderman Neary made a motion to approve account 610-7-33-00, which was seconded and unanimously approved.

Debt Service Payouts

There was some discussion regarding the origin of the payouts.

Alderman Neary made a motion to approve account 610-7-70-00, which was seconded and unanimously approved.

Water & Sewer Rates

Commissioner Rotondo and Business Manager Gorruso reviewed the water & sewer rate study.

Alderman Gillam made a motion to recommend to the Board to decrease the water rate by 1.5% and increase the sewer collection rate by 6.05%. The motion was seconded and unanimously approved.

Alderman Neary made a motion to adjourn the meeting, which was seconded and unanimously approved.

Meeting Adjourned at 7:35 P.M.

Quick

Dinner break

after General >