

FY 2022 Budget Questions & Answers
Finance Committee

Dept. Number, Name + Account	Questioner's Name/Question	Response
650 Stormwater Enterprise	Cunningham: You have added a Staff Engineer for \$80K. Please describe the duties of the position, experience required and impact the position will have on our ability to design, manage and inspect public works projects in house.	Cronin: The duties of the new staff engineer to be hired in FY22 will include stormwater permit compliance, plan review, site inspections, construction admin, drainage mapping, GIS assistance, land survey, and general stormwater utility support. The new position will also assume some of the responsibilities of the Project Inspector position being eliminated from the Engineering Dept in FY22. Qualifications will be entry level to 5 years of relevant experience and the salary will be commensurate with experience. The addition of a staff engineer will increase the potential opportunity to design, manage, and inspect some of our smaller stormwater related projects in-house.
650 Stormwater Enterprise	FitzPatrick: Are there charts or pages related to revenue – Budgeted and actual? The budget in Dept 199 for the towns storm water charge changed approximately \$15k. I'd like to understand why that swing happened. Does 199 contain all town except schools?	O'Donnell: As of March 26, 2021, the revenue collected totaled \$659,053 against a budget of \$650,138. The revenue budget was conservative in the first year, and any excess retained earnings generated may be used for future capital projects. The original assessments included gravel surfaces, which the Select Board later determined should not be included in the assessment. The engineering department also audited the data prior to final billing and it also impacted the town assessments. The result was a decrease of \$15,000 to the town assessment. The 199 budget contains just the town assessments (no schools). It also does not include the water enterprise

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		assessments.
650 Stormwater Enterprise	FitzPatrick: are personal services just allocations? My memory is that the engineer would be a new body. Would the town then have three engineers? How much work is then outsourced as part of these capital projects vs in house?	Cronin: Personal services include both direct personnel costs and indirect allocations. A new full-time staff engineer will be hired in FY22 increasing Engineering Dept staff from two to three engineers. The new position will partially offset the loss of the Project Inspector position eliminated in FY22. The design for most large capital projects is contracted out while Engineering Dept staff serve as the project managers. Overall, the addition of a new staff engineer will provide the opportunity to reduce outsourced work for both capital and non-capital projects.
650 Stormwater Enterprise	FitzPatrick: Please explain why Maintenance Support is needed.	O'Donnell: This is the stormwater enterprise's share of the cost of Munis. The town is charged 45%, the schools are charged 35%, the water enterprise is charged 10%, and the stormwater enterprise is charged 10%.
650 Stormwater Enterprise	FitzPatrick: I saw the flyer on dog waste and its impact. I'm wondering if there are campaigns that relate to other ground water pollutants like yard and road treatments.	Cronin: Our MS4 stormwater permit with EPA requires annual public education and outreach for multiple audiences addressing stormwater related pollutants. Topics include: yard care, septic systems, de-icing materials, household chemicals, and pet waste. Throughout the year articles are published using town newsletters & websites, social media, direct mail, brochures, and local cable access television.
650 Stormwater Enterprise	FitzPatrick: What year is the 10-wheel dump? What year is it paid off?	O'Donnell: The truck is a 2015. The last payment is scheduled for FY24. The truck was authorized at

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		the 3/23/2013 Annual Town Meeting at a cost of \$195,792.
650 Stormwater Enterprise	FitzPatrick: I'm confused about the direct costs from water. Is GIS charged to water and then to SW? GIS is also charged directly? Can you go over why some EEs are direct and others are indirect.	O'Donnell: The salary for the GIS/Project Management Analyst is budgeted in the Water Enterprise personal services budget. This person will also perform GIS functions for Stormwater, so 20% of the salary is being allocated to the Stormwater Enterprise through the direct and indirect costs. We allocated the salaries that had a small portion of their time allocated to Stormwater Enterprise (e.g. 15% of Heavy Equipment Operators) so we do not have to manually key this split into payroll each week. It's much more efficient to make the one journal entry each year. For positions such as the staff engineer that is fully funded through Stormwater Enterprise, we budgeted the salary.
650 Stormwater Enterprise – Principal & Interest Payments	Vetsa: Are these charges under Stormwater enterprise also reflect entries in town side capital/interest payments (with charge back to Storm enterprise?)	O'Donnell: Yes, the stormwater enterprise is paying for a portion of the debt payment for a dump truck and stormwater related expenses for the Main Street reconstruction debt service.
650 Stormwater Enterprise – Consulting Services	Vetsa: What are the typical consulting services we require for Storm water enterprise.	Cronin: Consulting services for MS4 permit compliance include: town-wide drainage outfall screening and testing, catchment investigations, regulation updates, employee training, preparation of pollution prevention plans, mapping support, and assistance with annual EPA reporting. Consulting design services are also used for large infrastructure related construction

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		projects.
650 Stormwater Enterprise – Testing Water Quality	Vetsa: Do we perform testing in-house or send the samples to a lab?	Cronin: Field test kits are used on occasion for initial screening; however, most sampling is sent to a lab.